



# Sant Baba Bhag Singh UNIVERSITY

DEPARTMENT OF HOTEL MANAGEMENT & CATERING TECHNOLOGY

RefNo: Sbbsu/HM/01/19

Dated: 10/12/19

## MEETING CIRCULAR

It is my pleasure to inform you that you have been appointed as a member of Board of Studies (BoS) for B.Sc HMCT (hons) 4 year course (2019 batch & onwards), B.Sc ATHM (2019 batch & onwards) under CBCS (Choice based Credit system) and 1 year Diploma in Food Production. List of the BoS members is given below:

S.No.	Name	Subject	Designation	Institute	Position
1.	Dr. Indu Sharma	Botany	Dy. Dean Academics	SBBSU	Chairperson
2.	Dr. Seema Garg	Law	Dy. Dean (UICM)	UICM	Member
3.	Dr. Harpreet Kaur	Engineering	Assistant Professor	UIET	Member
4.	Mr. Rahul Saini	HMCT	Instructor	UICM	Members Secretary
5.	Dr. Prashant Kumar Gautam	Hotel and Tourism Management	Professor	Panjab University, Chandigarh	External Member
6.	Ms. Navneet Kaur	HMCT	Instructor	UICM	Internal Member
7.	Mr. Pawan	HMCT	Instructor	UICM	Internal Member
8.	Ms. Pooja	ATHM	Teaching Assistant	UICM	Internal Member
9.	Mr. Saurav Kumar	HMCT	Instructor	UICM	Internal Member

*Seema*

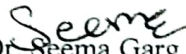
Members from the other institutes of SBBSU are as follow:

S.No.	Designation	Position
1.	Dr. Vijay Dhir (Dean UIET) / His or Her representative	Member
2.	Dr. Vikas (Dy. Dean UISH) /His or Her representative	Member
3.	Mr. Mandeep Singh (Dy. Dean UIE) /His or Her representative	Member
4.	Dr. Prateek Kalia , Director, T&P	Member

You are requested to attend the meeting in the Conference room of Block No. 5 of SBBSU on 14/12/19.(Saturday) at 11:00 am The detailed agenda of the meeting will be as follow:

- 1 Discussion and approval of course scheme and syllabus of B.Sc HMCT (Hons ) 4 year course (2019 batch & onwards),B.Sc ATHM(2019 batch & onwards ) under CBCS (Choice based Credit system) and 1 year Diploma in Food Production
- 2 Amendments or any suggestions by the experts regarding scheme and syllabus.

Thank you in anticipation.

  
Dr. Seema Garg  
Dy. Dean  
UICM, SBBSU



# SANT BABA BHAG SINGH UNIVERSITY

Vill. Khiala, P.O. Padhiana, Distt. Jalandhar - 144 030 (PB.)

Recognized by UGC under Section 2(f) of UGC Act, 1956.

Ref. No. SBBSU/DA/19/072 (A)

Dated 09/12/2019

To  
Dr. Amandeep Kaur  
Assistant Professor  
Guru Nanak Dev University  
Amritsar

Subject: Invitation for Board of Studies Meeting in the Department of Hotel Management & Catering Technology

Dear Sir,

This is to bring to your kind notice that the meeting of Board of Studies (BOS) of Department of Hotel Management & Catering Technology, SBBSU, Khiala, Jalandhar is going to be held on 14<sup>th</sup> December, 2019. You have been nominated as an expert for the BOS by the competent authority. I feel honor to invite you as an expert for the approval of B.Sc HMCT, B.Sc ATHM- (2019 batch) under CBCS and 1 Year Diploma in Food Production. Your experience and expertise will be of great help to the Department and University.

You are requested to kindly spare your valuable time to participate in the same on 14/12/19 (Saturday) at 11: 00 am.

Regards

Dr. Indu Sharma

Dy. Dean Academics SBBS University



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Vill. Khiala, P.O. Padhiana, Distt. Jalandhar - 144 030 (PB.)  
Recognized by UGC under Section 2(f) of UGC Act, 1956.



Ref. No. S.B.B.S.U./DA/19/072

Dated 09/12/2019

To  
Dr. Prashant Kumar Gautam  
Professor  
University Institute of Hotel and Tourism Management (UIHTM)  
Panjab University, Chandigarh

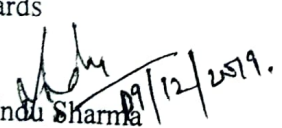
Subject: Invitation for Board of Studies Meeting in the Department of Hotel Management & Catering Technology

Dear Sir,

This is to bring to your kind notice that the meeting of Board of Studies (BOS) of Department of Hotel Management & Catering Technology, SBBSU, Khiala, Jalandhar is going to be held on 14<sup>th</sup> December, 2019. You have been nominated as an expert for the BOS **by** the competent authority. I feel honor to invite you as an expert for the approval of B.Sc HMCT, B.Sc ATHM- (2019 batch) under CBCS and 1 Year Diploma in Food Production. Your experience and expertise will be of great help to the Department and University.

You are requested to kindly spare your valuable time to participate in the same on 14/12/19 (Saturday) at 11: 00 am.

Regards

  
Dr. Indu Sharma  
Dy. Dean Academics SBBS University



# Sant Baba Bhag Singh University

## Department of Hotel Management and Catering Technology

Ref. No. SBBSU/HM/10/19

Date: 17-12-2019

**Subject: Proceedings of the Meeting of Board of Studies (BOS) of Department of Hotel Management.**

The following members of Board of Studies (BOS) were present in the meeting for the approval of course scheme and syllabus of following courses.


1. B. Sc. HMCT 4 years under CBCS (2019 batch).
2. B. Sc. ATHM under CBCS (2019 batch) and 1 year Diploma in Food Production.
3. Amendments or suggestions by the experts regarding scheme and syllabus are given as:
  - (i) 4 years degree of Hotel Management should be of BHMCT instead of B.Sc. HMCT.
  - (ii) There is need to incorporate training in 4<sup>th</sup> and 8<sup>th</sup> semester in BHMCT.
  - (iii) To add more books in recommended section in course of communication skills.
  - (iv) Following new course Introduced in BHMCT and B.Sc. ATHM


Sr. No	New Course	Sub. Code	Program/Semester
1	Total Quality Management	ATM213	B.Sc. ATHM/3rd
2	Personality skills for hospitality	HM315	BHMCT/5th
3	Food Production	HM401	BHMCT/7th
4	Food And Beverage Service	HM403	BHMCT/7th
5	Front Office	HM405	BHMCT/7th
6	House Keeping	HM407	BHMCT/7th
7	Hotel And Business Law	HM 409	BHMCT/7th
8	Business Policy & Environment	HM411	BHMCT/7th
9	Application of Computers in hospitality & tourism	HM413	BHMCT/7th
10	Food Production	HM415	BHMCT/7th
11	Food And Beverage Service	HM417	BHMCT/7th
12	Front Office	HM419	BHMCT/7th
13	House Keeping	HM421	BHMCT/7th
14	Bakery	HM423	BHMCT/7th
15	Industrial Training (On the Job Training)	HM402	BHMCT/8th

The above mentioned amendments or suggestions by the experts regarding scheme and syllabus are incorporated in respective courses

*See*

S.No.	Name	Subject	Designation	Institute	Position
1.	Dr. Indu Sharma	Botany	Dy. Dean Academics	SBBSU	Chairperson
2.	Dr. Seema Garg	Law	Dy. Dean (UICM)	UICM	Member
3.	Dr. Prashant Kumar Gautam	Hotel and Tourism Management	Professor	Panjab University, Chandigarh	External Member
4	Dr. Amandeep Kaur	English	Assistant Professor	GNDU , Amritsar	External Member
5.	Dr. Vijay Dhir	Engineering	Dean UIET	UIET	Internal Member
6.	Dr. Prateek Kalia ,	Management	Director, T&P	SBBSU	Internal Member
7.	Dr. Vikas	Agriculture	Dy. Dean	UISH	Internal Member
8.	Mr. Mandeep Singh	Education	Dy. Dean	UIE	Internal Member
9.	Dr. Harpreet Kaur	Engineering	Assistant Professor	UIET	Member
10	Mr. Rahul Saini	HMCT	Instructor	UICM	Member Secretary
11	Ms. Pooja	ATHM	Teaching Assistant	UICM	Internal Member
12	Ms. Navneet Kaur	HMCT	Instructor	UICM	Internal Member
13	Mr. Saurav	HMCT	Instructor	UICM	Internal member
13	Mr. Pawan	HMCT	Instructor	UICM	Internal Member

  
 Mr. Rahul Saini  
 Member Secretary

  
 Dr. Seema Garg  
 Dy. Dean UICM





# Sant Baba Bhag Singh UNIVERSITY

DEPARTMENT OF HOTEL MANAGEMENT & CATERING TECHNOLOGY

Dated: 14/12/19

RefNo.:SBBSU/HM/08/19

Attendance Sheet of BOS Meeting in the Department of HMCT/ATHM

S.No.	Name	Subject	Designation	Institute	Position	Signature
1.	Dr. Indu Sharma	Botany	Dy. Dean Academics	SBBSU	Chairperson	<i>[Signature]</i>
2.	Dr. Seema Garg	Law	Dy. Dean (UICM)	UICM	Member	<i>[Signature]</i>
3.	Dr. Prashant Kumar Gautam	Hotel and Tourism Management	Professor	Panjab University, Chandigarh	External Member	<i>[Signature]</i>
4	Dr. Amandeep Kaur	English	Assistant Professor	GNDU, Amritsar	External Member	<i>[Signature]</i>
5.	Dr. Vijay Dhir	Engineering	Dean UIET	UIET	Internal Member	<i>[Signature]</i>
6.	Dr. Prateek Kalia,	Management	Director, T&P	SBBSU	Internal Member	<i>[Signature]</i>
7.	Dr. Vikas	Agriculture	Dy. Dean	UISH	Internal Member	<i>[Signature]</i>
8.	Mr. Mandeep Singh	Education	Dy. Dean	UIE	Internal Member	<i>[Signature]</i>
	Dr. Harpreet Kaur	Engineering	Assistant Professor	UIET	Member	<i>[Signature]</i>
10	Mr. Rahul Saini	HMCT	Instructor	UICM	Member Secretary	<i>[Signature]</i>
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13	Mr. Saurav	HMCT	Instructor	UICM	Internal member	<i>[Signature]</i>
13	Mr. Pawan	HMCT	Instructor	UICM	Internal Member	<i>[Signature]</i>



# Sant Baba Bhag Singh University

(University Established under Punjab Act No.6 of 2015)  
Vill. Khiala, P.O. Padhiana, Dist. Jalandhar, Punjab, INDIA

## External Expert Review Performa For Board of Studies

Name of External Expert : .. Dr. Armandeep Kaur ..  
Discipline : .. English ..  
Designation : .. Assistant Professor ..  
Organization (Name & Address) : .. Guru Nanak Dev University, Amritsar ..  
Contact No. : .....  
E-Mail ID : .....  
Date of Visit/Meeting : .. 14/12/19 ..

### Reviewer's Comments :-

For my reading of the syllabus of-Communication skills for B.Sc (HMC), I find the syllabus upto date. At Point I will like to give the following suggestions :-

I. More books can be added in the recommended section.

II. As part of the practical class, expert classes can be organized / or small workshop on writing and Reading skills which will help the students to expand their horizon of thinking and would also help them in adjusting through the atmosphere in the business sector.

III. The examination pattern can also be attached here along with the syllabus.

❖ Use extra sheet(s) if required.

Signature

Date... 14.12.19 ..

Coordinator/HOD's/Dean's

For Prof Sir

Dean Academics





# Sant Baba Bhag Singh University

(University Established under Punjab Act No.6 of 2015)  
Vill. Khiala, P.O. Padhiana, Dist. Jalandhar, Punjab, INDIA

## External Expert Review Performa For Board of Studies

Name of External Expert : Dr. Prashant Kumar Gautam  
Discipline : Tourism and Hotel Management  
Designation : Professor  
Organization (Name & Address) : Panjab University, Chandigarh.  
Contact No. : 9815976444  
E-Mail ID : prashant.k.gautam@gmail.com  
Date of Visit/Meeting : 14-12-2019

### Reviewer's Comments :-

BHMT :- Need to incorporate training in 3rd sem. and 8th sem.  
- No need to put meet in practicals  
- Club few papers of Front office & House keeping  
- Introduce Subjects like Banqueting & Event Mgt

ATHM - Syllabus need to be in Progression.  
- Introduce concept of field tour and  
- Paper- Tourism Industry profile needs to be ~~added~~ <sup>redesign</sup>  
- Introduce summer training.

Food Production - Introduce some training  
- No need to put meets in practicals

❖ Use extra sheet(s) if required.

Signature

Date..... 14/12/2019

Coordinator/HOD's/Dean's

Anil Saini

Dean Academics