

**VELS INSTITUTE OF SCIENCE, TECHNOLOGY AND ADVANCED STUDIES**

**(VISTAS)**

**SCHOOL OF HOTEL & CATERING MANAGEMENT**

**Minutes of the Board of Studies Meeting held on 21.04.2021 (Online)**

**I Members Present:**

All the members of the board of studies were present in the BOS Meeting.

**Board of Studies Members**

**Chairman**

**Mr. Mark Keith Faraday**

HOD, School of Hotel & Catering Management,  
VISTAS,  
Pallavaram,  
Chennai - 600 117.



**External Members:**

**Mr. P.K. Sajith**

**Industry expert**

Food & Beverage Manager,  
Residency Towers Chennai,  
15, Sir Theagaraya Rd,  
Parthasarathi Puram, T. Nagar,  
Chennai, Tamil Nadu 600017



**Logesh.N**

**Academic expert**

Assistant Professor and H.O.D  
Department of Hotel & Catering Mgmt  
Mohamed Sathak College of arts and scienc  
Sholinganallur Main Road,  
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Chennai, Tamil Nadu 600100



**Internal Members:**

**1. Mr. Arun .A**

Asst. Professor,  
School of Hotel & Catering Management,  
VISTAS,  
Pallavaram, Chennai - 600 117.



**2. Mr. A. Wilfred Lawrence,**

Asst. Professor,  
School of Hotel & Catering Management,  
VISTAS,  
Pallavaram, Chennai - 600 117.



**3. Mr. Srikumar, (M.Phil. Student)**

**Alumnus**

School of Hotel & Catering Management,  
VISTAS,  
Pallavaram, Chennai - 600 117.



## **II Objectives of the Revision:**

- To restructure the curriculum according to the needs, interests and abilities of the students.
- To eliminate unnecessary units, teaching methods and contents.
- To introduce latest and updated methods of teaching and content, new knowledge and practices.
- To conform to UGC's course format

## **III Feedback from the stakeholders:**

The faculty, industry expert, academic expert and the alumnus, expressed the need for the revision to include newer features into the syllabus to make the course more receptive and use more practical sessions to get the content appealing.

## **IV Number of Courses modified**

### **B.Sc. Hotel & Catering Management Syllabus modifications**

#### **18CBHM13 BASIC FOOD AND BEVERAGE SERVICE – I**

Food and beverage service outlets, areas & equipment were clubbed under unit 2  
Types of meals & menu knowledge were coupled to form Unit 5

#### **18CBHM23 BASIC FOOD AND BEVERAGE SERVICE-II**

Alcoholic beverages of unit 4 & beers have been merged into Unit 5

#### **18CBHM33 BAR AND BEVERAGE OPERATIONS**

Distillation processes in unit IV was replaced with spirits and liqueurs

#### **18ABHM32 PRINCIPLES OF ACCOUNTING**

The unit IV cost accounting was replaced with final accounts

#### **18ABHM52 HOTEL FINANCIAL MANAGEMENT**

The UNIT – IV cost benefit was modified with the meaning and principles of measuring costs and benefits.

#### **18ABHM51 HOTEL LAW**

Unit IV: wages and working hours and Unit V: constitutional law was substituted with  
Unit IV: Indian contract act and Unit V: Discrimination, respectively

#### **18CBHM52 ADVANCED FOOD AND BEVERAGE SERVICE**

UNIT III – The topic Buffets has been introduced

#### **18CBHM62 ADVANCED ACCOMMODATION OPERATIONS**

UNIT-IV Interior decoration has been complemented with Ecotel considerations.

UNIT-V Housekeeping -hospitals has been amended to Housekeeping in other outlets

## **Diploma in Hotel and Catering Managementsyllabus modifications**

### **18 CDHMB1 FOOD AND BEVERAGE SERVICE – I**

Food and beverage service outlets, areas & equipment were clubbed under unit 2  
Types of meals & menu knowledge were coupled to form Unit 5  
Alcoholic beverages of unit 4 & beers have been merged into Unit 5

### **18 CDHMB2 FOOD AND BEVERAGE SERVICE-II**

UNIT IV Introduction to Spirits, Distillation process, Pot Still & Patent Still has been merged with Unit 5 –spirits and unit 6 liqueurs.

### **18CDHMC3 ACCOMMODATION OPERATION – III**

Unit V Housekeeping -hospitals has been amended to Housekeeping in other outlets and integrated with Unit VI conservation of Energy & water.

### **18CDHMD3 FRONT OFFICE OPERATION – III**

UNIT – V - Internal control & Unit VI night auditing has been clubbed together to make up the Unit V.

### **18ADHME3 HUMAN RESOURCE MANAGEMENT**

Unit I Job design and Job analysis moved to Unit II and Department specific topic “Characteristics of Human resource manager in Hospitality Industry.” Included in Unit IV. Employee performance combined with Unit V Compensation administration compiled as Performance appraisal.

## **M.Sc. Hotel and Catering Management syllabus modifications**

### **15MHM001 MANAGEMENT OF FOOD PRODUCTION OPERATIONS**

Unit VI – Cooking Methods and Importance of Nutrition is combined with Unit II – Methods of Cooking. Precisely compiled as Methods of Cooking Food and Importance of Nutrition

### **15MHM104 HOTEL FINANCIAL MANAGEMENT**

Unit I - Financial Accounting Framework and Unit II - Structure of Financial Statements are combined together as Unit I compiling the basic financial framework with Financial Statements applicable to Hospitality Industry.

In Unit III - Basic Accounting Concepts – Concepts of Income Statement is included

### **15MHM008 FRONT OFFICE OPERATION**

Unit IV – Floating Hotels is updated with Casino Hotels & Cruise Line Business.

### **15MHM105 MATERIALS MANAGEMENT AND PURCHASE SYSTEM**

Unit III - Material management and purchasing is updated with the legal aspects considered in purchasing

### **15CMHM41 RESEARCH METHODOLOGY**

Unit –V Report Writing and Presentation is updated with concepts of publications like types of scholarly articles, plagiarism concepts and identification of journals

## **M.Sc. Culinary Arts syllabus modifications**

### **18CMIA11 ART, FOOD AND CULTURE- THE GASTRONOMY**

Unit V: Health food movements has been replaced with Reshaping the Condition for good Health.

### **18CMIA 21CREATIVE WESTERN CUISINE AND BUILDING GASTRONOMICAL KNOWLEDGE**

Unit I Sauces has been modified to include gravies as well.

### **18 DMIA11 EFFECTIVE AND EFFICIENT FOOD AND BEVERAGE OPERATION AND COST MANAGEMENT**

Unit I Food Costing has been replaced with The Elements of Food Costing

### **18CMIA23 ART OF GARDE MANGER**

Unit V: Charcuterie products has now been introduced as Charcuterie

### **18DMIA32 MENU PLANNING,PRODUCT DEVELOPMENT AND SUSTAINABILITY**

Unit V Food sustainability was modified to include topics to Reduce Portion Size – Shrink Your Menu – Reduce Food Waste – Go organic and being sensitive to sustainability.

### **18PMIA23 ART OF GARDE MANGER PRACTICALS**

The menu 3 was modified with new dishes

### **18PMIA31 HONING THE ART OF ASIAN COOKING PRACTICAL**

The menu 4 Chinese menu was altered

### **V Percentage of Syllabus Revision in the Programs:**

25 percent revision was carried out for B.Sc. HCM, 20 percent for Diploma HCM, 20 percent for M.Sc. HCM and 20 percent for M.Sc. Culinary Arts.

### **VI Resolution:**

The members of the BOS adopted the following resolutions: Define and include Program outcome/ course objectives and course outcomes in the syllabus. Enrich the syllabus with updated relevant topics. Develop existing course with focus on: a. Employabilityb. Entrepreneurship c. Skill development. The Board of studies approved the revised UG curriculum for the academic year 2021-2022 including the diploma HCM syllabus, M.Sc. HCM and the M.Sc. Culinary Arts.