

**Internal Quality Assurance Cell****ADMIN DEVELOPMENT PROGRAM****ON****"MOTIVATION & PERSONAL DEVELOPMENT"****Introduction:**

Administrative and support staff plays a very crucial role in successful and smooth functioning of any organization or institute. They are the ones who majorly contribute towards multiple areas such as the statutory compliance, cleanliness of the institute, ambience, surroundings, classrooms, housekeeping etc. To keep this team always motivated and feel worthy is very essential. These are the people who keep working continuously but are never in the lime light. So to enhance their skills and keep them inspired and always work driven appreciating them is important. Along with appreciation motivating them for their personal growth would also help them succeed and so will the institute and society grow.

Ashoka Education Foundation's  
**ASHOKA BUSINESS SCHOOL** 

ORGANIZES  
ADMIN DEVELOPMENT PROGRAM  
ON  
**MOTIVATION & PERSONAL  
DEVELOPMENT**  
under Research Cell, ABS



"ALL OUR  
DREAMS CAN  
COME TRUE  
IF WE HAVE  
THE  
COURAGE TO  
PURSUE  
THEM." ...

MODE- ONLINE(ZOOM MEETINGS)

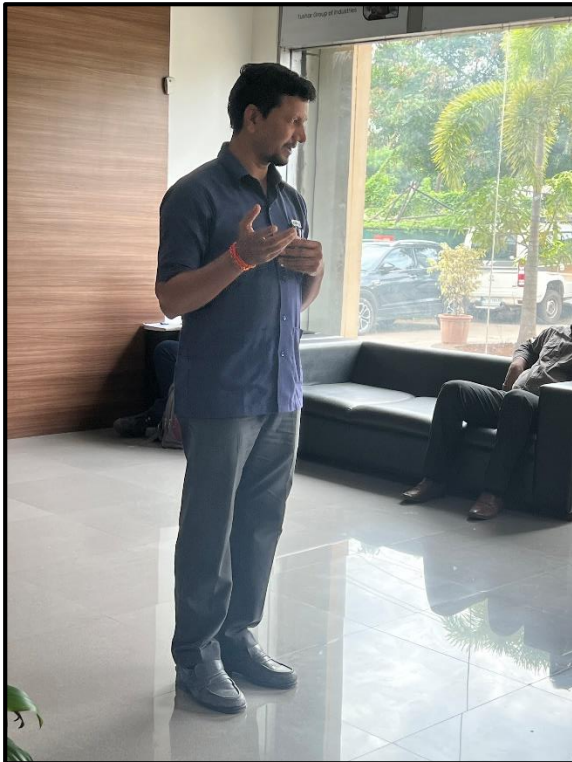


**04TH  
OCT** | **2023**  
02.30 p.m.

For more details about us scan the QR code

**Objectives:**

1. To know the administrative and support staff in a better way through activity based learning.
2. To identify the areas of improvement for these personnel's.
3. To highlight the ways in which we can motivate them for their personal growth.
4. To continue to interact with them and bring change in the institute and to the society.





**Outcome:**

1. Specific areas for improvement were identified for the personnel, enabling targeted development plans to be implemented.
2. Various motivational techniques and strategies were highlighted.
3. The program emphasized the importance of ongoing interaction and engagement with staff, fostering a culture of continuous improvement within the institute and extending its positive impact to the broader society.

Adm/HR/13 Revd. 15/01/2022

**ASHOKA**  
Ashoka Education Foundation's  
**ASHOKA BUSINESS SCHOOL**  
Near Suman Petrol Pump, Mumbai Agra Highway, Nashik-9, Ph.0253-6649500/24

**Staff Meeting**

Meeting of staff held on 04/10/2023 at 2:30 p.m. in the Board Room, Ashoka Business School, Rane Nagar, Nashik.

Subject/Agenda: Admin Development Program -  
Personal Development & Motivation Session.

Following members attended the meeting

Sr. No	Name	Signature
1	Dr. Sarita Phawale.	[Signature]
2	Dr. Pooja Gholap.	[Signature]
3	Dr. Nainesh Mutha.	[Signature]
4	Dr. Mahesh Wagh.	[Signature]
5	Dr. Anjana Bhandari.	[Signature]
6	Mr. Vishal Sonkamble.	[Signature]
7	Mr. Sachin Bagul.	[Signature]
8	Mr. Sachin Londhe.	[Signature]
9	Mr. Amol. Wagh.	[Signature]
10	Mr. Ranjeet. Tathe.	[Signature]
11	Mr. Vishnu Pitale.	[Signature]
-Minutes of the Meeting-		
12	Ms. Sonali Satish walunj	[Signature]
13	Kavita pawar.	[Signature]
14	Saavita Shinde.	[Signature]
15	Gangita. Gafane.	[Signature]
16	Nisha. Gade.	[Signature]
17	Chhaya B. Shete.	[Signature]
18	Krushika V. Jadh	[Signature]
19	Smita Gargane.	[Signature]
20		

