

A meeting of College Development Committee was held on 22nd May 2019, at 3:00 p.m. in the Board Room, Ashoka Business School, Nashik.

AGENDA FOR THE MEETING:

A] General:

4.1 Confirmation of Minutes of last Meeting.

4.2 Review of ISO, MRM.

B] Establishment:

4.3 AICTE 2019-20 Approval

4.4 Compliance of SPPU Affiliation 2018-19

4.5 Self Appraisal Report (SAR 2019-20) Submission

4.6 Preparation for NAAC Peer Team Visit

4.7 Online application for CAP - Registration for Admission Regulation Authority (ARA) 2019-20.

4.8 Setu Suvidha Kendra (SSK) Apply at ARA.

4.9 Sanctioned post and filled post data Review

4.10 To fill the vacant post as per NOEMs SPPU

4.11 To Review BBA-MBA Integrated proposal.

C] Academic:

4.12 Syllabus completion and Review of Syllabus for the (Revised) 2019-20

13 Academic Calendar completion as well as preparation of New Academic calendar A.Y. 2019-20.

14 Subject Allocation as per new Syllabus

15 Memorandum of Understanding for Bahari Academy, AI Analytics, SPRUCE, AISEC

16 Disbursement of AEF Level Meritorious Scholarship policy with new Additions.

- 4.17. MBA-II year Students placement
- 4.18. Summer Internship Programme as per syllabus for the MBA-I year Students
- 4.19. Guest Lecture for students on the topic - Women Entrepreneur

D] Examinations :

- 4.20. SPPU Dissertation - Viva Examination
- 4.21. Conduction of MBA Theory examination Apr-May 2019.
- 4.22. Revaluation Result.

E] Finance :

- 4.23. Expenses incurred in A-Y-2018-19
- 4.24. Budget 2019-20


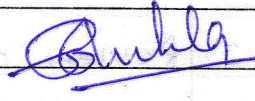
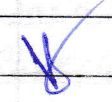
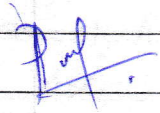
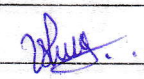
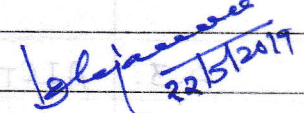
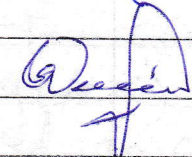
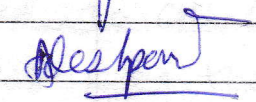

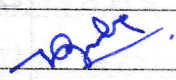
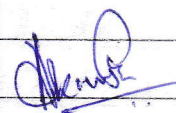
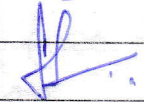
F] Research

- 4.25. Meetings of 'Staff Academy'
- 4.26. Ph.D Course work of faculty
- 4.27. Student Research Work.

G] Other :

- 4.28. Faculty Development program and Admin Development program (FDP + ADP)
- 4.29. Extra Curricular Activity - Blood Donation Camp
- 4.30. Energy Audit and ERP implementation.
- 4.31. Facilities for students.

The following Member were attended the meeting.

Sr. No.	Name	Designation	Signature
1.	Mr. Ashok Katariya	Chairman	
2.	Mr. Shrikant Shukla	Secretary	
3.	Mr. Vaibhav Bhalerao	Member - Faculty	
4.	Ms. Pooja Kushare	Member - Faculty	
5.	Mr. Vishal Sonkamble	Member - Non-Teaching	
6.	Dr. D. M. Gujarathi	Member, Education	 22/5/2019
7.	Mr. Venkitachalem R.	Member - Industry	
8.	Mrs. Ashwini Deshpande	Member - NGO	
9.	Mr. Jayvardhan Kale	Member - Alumni	
10.	Dr. Vikas Gaundare	Co-ordinator IQAC	
11.	Ms. Apurva Nikumbh	Member - Students Council	
12.	Ms. Manisha Bhamore	Member Secretary	

13. Following Member were grant leave of absence.

1. Mr. Hemant Wanjare - Faculty Member
2. Mr. Shubham Tuplondhe - Member - student Council.

MINUTES OF MEETING

4.1. To Confirm minutes of last College Development Committee held on 28th Feb. 2019

Resolved to confirmed the minutes of last CDC. & Action taken report.

4.2. Review of ISO MRM - management Review Meeting

Resolved to confirmed the decisions taken in MRM held on 28th Feb. 2019 at AEF Head office, Wadala. Hon. Chairman give his thoughts on the topics like facilities available for the students and chances for improvement.

4.3. AICTE 2019-20 FOA proposal

Resolved to take notice of F.O.A. for A.Y. 2019-20 was granted by AICTE for Ashoka Business School. AICTE has sanctioned 120 Intake for the next academic year.

4.4 To take review of Compliance to be submitted to Savitribai Phule Pune University.

Resolved to approve the action taken for the Compliance to be submitted to SPPU and Admin Dept had confirmed that the Compliance report has been submitted to SPPU before time.

4.5 To take a review of Self Appraisal Report for the A.Y. 2019-20.

Resolved to approved the submission of the SAR was timely and the expect Committee

of Academic Dept. of SPPU was organised a camp for scrutiny of the application. Admin. officers of A.B.S. had attend the camp & suggestions were received from Academic Dept. The same has been take on record for compliance.

4.6. Preparation for NAAC peer team visit.

The IQAC co-ordinator Dr. Vikas Gaundake has explained about the schedule of Peer Team visit for Assessment & Accreditation of ABS August 7th & 8th 2019 is fixed for the ABS-NAAC Peer Team visit. The management has given support to organise this visit as a successful visit.

4.7. To take a review of online Registration for CAP-Registration Admission Regulation Authority (ARA)

The Admin officer is instructed to enroll for the CAP-Registration process for the year 2019-20 by the Hon Secretary.

4.8. To take review for apply for the Setu Suvidha Kendra (SSK) for the academic year 2019-20.

The admin officer is instructed to fulfill the requirement of application and facility to be available for the Setu Suvidha Kendra of Admission Regulation Authority Mumbai, in this regard the Admin officer had attend the workshop organised by ARA at Sinhgad Institutes of Tech. at Lonavala, Pune on 15th May 2019.

4.9. Review of Sanctioned post and filled post in A. B. S.

Resolved to approved the sanctioned post and filled posts are reviewed and to be confirmed that vacant posts are filled as soon as possible. Dr. D.M. Gujarathi had suggested to give an advertisement for the vacant posts also to be made the compliance report in this regard.

4.10 To fill the vacant post as per norms - SPPU.

The advertisement has been given for the vacant posts and on 15th May 2019 we have received the Affiliation letter for the A-Y. 2019-20 stating condition to fulfill the vacant post in the time span of six months.

4.11 To review of BBA-MBA Integrated program.

Dr. D.M. Gujarathi has informed about the progress of the new Integrated Course BBA-MBA, the SPPU Academic Dept. has formed a Committee to discuss the BBA-MBA Integrated program. He has advise to submit the proposal again with the last all correspondence and with syllabus of BBA-MBA Int. Course.

4.12. To take review of Syllabus Completion for the A-Y. 18-19 and to discuss about the revised syllabus of MBA 2019-20.

The Syllabus Completion Report has been presented by the I.C. Director. It has been confirmed by all the faculties as completed. The expert has been also reviewed the Revised Syllabus for the MBA from the A.Y. 2019-20.

4.13 To take a review of Academic calendar completion of the year 2018-19 and finalise the Academic year 2019-20.

Dr. Vikas Gaundare is the programme Coordinator for MBA. He was explained about the completion of the Academic Calendar A.Y. 2019-20 calendar. After a review meeting on Academic calendar was done and necessary changes has been made into the A. Calendar in consider with SPPU Circulars.

4.14. Subject Allocation as per revised syllabus 2019-20.

The new syllabus has been introduced in this Acad. year. The main feature of this syllabus is outcome based learning. The syllabus is more practical oriented and objectives. New Concurrent evaluation System is scheduled as per the new syllabus. The Subject allocation and workload distribution is done as per the specializat and expertised of faculties.

4.15 To take a review on MOU made between Academics Industrial organisations.

The Director I/C has given information about the following MOU's.

1. Bahai Academy, Pachgani - The purpose of this MOU is to inculcate human values in education. The ~~esti~~ Session will be conducted for all the MBA students in the month of August.

2. A.I. Analytics - To make student capable to handle the Contemporary practices in Industry & Businesses.

150 students are identified who shown interest in attending this course.

3. SPRUCE - The MOU with Hit Bulls Eye was signed by the Institute. overall grooming of students, staff is to be ensured for employability enhancement & developing communication skills through Online Course.

4. AISEC -

02 students, Shubham Tuplondhe & Ms. Rutoja Bachhav are announced as a Volunteers from Ashoka Business School to conduct various events under the banner of AISEC & Ashoka

4.16 To consider and approve the scholarship for A.Y. 2018-19 Disbursement of AEF Level Scholarship Policy with new additions -

Ashoka Education Foundation's Ashoka B. Scho has introduced new admission policy to provide benefits to the students. First year students 2019-20 having more than 80 percentile in

entrance test will get a Laptop from Ashoka. Meritorious students outside and Under AEF will get certain benefits (10%, 15%, 20%) of Tuition fee.

4.17 To inform and record the Placements for the A.Y. 2018-19
The training & placement officer Mr. Nainesh Mutha informed about the status of T&P, during the Job-fair 2019, 13 students were placed. Overall 30 students have received Placement & effort is being made for the rest of the students.

4.18 To inform and record the Summer Internship Programme (SIP) as per syllabus of MBA-1 year students
As per the syllabus of SPPU, students undergo SIP from the month of May-July. According to T&P officer. We have approached more than 30 companies and all the students have been allocated an SIP company ~~we~~ by the Institute or else students have found by themselves. Students will be joining after completion of semester exams.

4.19 Review of the Guest lectures held in A.Y. 2018-19 & proposal for the New A.Y. 2019-20.

The various Guest lectures ~~will be~~ ^{are} conducted for the Students in A.Y. 2018-19.

one of the highlights was Guest Session by the Ex. C.E.O. of Idea Cellular Mr. Sanjeev Aga & Mr. Sanjay Sarraf of Bizsol Ind. P. Ltd. which was highly appreciated by the students.

For A.Y. 2019-20 We plan to Call a similar personalities at our Campus to enlighten the Students and faculties about the Contemporary practices in the industry.

4.20 To inform and record the Dissertation - Practicals/Viva Examination of SPPU.

Dissertation Viva-Voce for the subject 402 was conducted as per SPPU guidelines with 3 external subject experts & 3 internal examiners. 13 Students appeared and the experts has been updated on SPPU website for further procedures. Dr. Vaibhav Bhalerao CEO of Ashoka Business School, Exam Dept.

4.21 To inform and record the successful conduction of SPPU MBA-Theory examination Apr-May-2019.

S.P.P.U. theory exams was conducted between 21st April & 12th May 2019. 112 Students were appeared for the exam and no malpractices was observed during the exams.

4.22 To inform and record the Revaluation/Photocopy res.

As per the instruction of S.P.P.U. Notice regarding the Revaluation & Photocopy for the students information & Concerned Students applied for the photocopy of the answersheet was displayed on the Notice board and also sent by email.

4.23 To inform and record the expenses incurred in the A. Y. 2018-19.

As informed by Mr. Sushil Bafana that the maintenance cost, infrastructure, Electricity and water charges, should be reduced in upcoming year.

4.24 To consider and ratify the Budget 2019-20 for Institute.

As informed by the Accounts Manager the provisional Budget for Ashoka Business School consider the expenses for statutory payments i.e. Admission Regulating Authority Mumbai and S.P.P.U will be include in fees charged for the students. No other fees will be pay by students

4.25 TO inform and record the staff academy meetings.

The research progression of the faculties is monitored through Staff Academy. The Research Papers, Ph.D. Entrance test are the issues to be discussed during the meeting. The problems faced by faculties in the area of research are discussed.

4.26 To inform and record the Ph.D Course work progress report of concerned faculty.

The forms for PET for Kavayatri Bahinabai North Maharashtra University, Jalgaon & Savitribai Phule Pune University, Pune are filled by Ms. Pooja Kulkarni & Pooja Gholap in the A. Y. 2019-20.

4.27 To inform and record the student's Research Work, 02 students of MBA Part-II was presented their Research Papers in the Swami Narayan Jo. College, Nashik, on the topic Women Empowerment by MS. Samriddhi Kaur with the guidance of MS. Manisha Bhamre, H.R. Faculty.

4.28 To inform and record the FDP & ADP.

Ashoka Education Foundation under its banner has conducted various Faculty Development programme by Bahai Academy, Panchgani, Hit Bulls Eye for the Development of faculty and staff on the subject Holistic Development and Hit Bull Eye for Communication. Round Glass for Mental well

4.29 To take a review of extra Curricular and Co-Curricular activities -

Indradhanushya - Panache the Culture event organised for the students and by the students. The programme was attended by the parents and they appreciated the all round development of the students. Students were appreciated by offering Trophies and Scholarship.

4.30 To inform and record the Energy Audit by the external authority and ERP implementation.

Ashoka Business School's Energy Audit was conducted by ENSUS. Consultancy services and the report was presented before the Committee members. ERP is implemented & modules for fees, admission, time table, administration, leaves & Student A

4.31 To inform and record the facilities to be made available for the students.

Mr. Vishal Sonkamble has been informed about the facilities made available for the students i.e. Sports ground & Cafeteria. It has been decided that the NMC ground behind the College should be acquire for the students by correspondence to NMC, Further Canteen issue will be solved by calling 3 Quotation of Vendors.

4.32 Any other Subject with the permission of the chair
There is no other subject before the Committee.

Hence the Director I/c. ended the meeting with thanking the members present.

The meeting was over with vote of thanks to the chair.

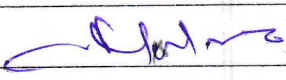
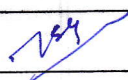
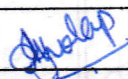

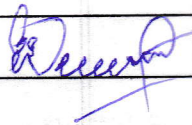
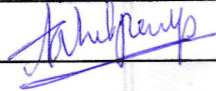
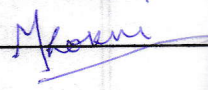
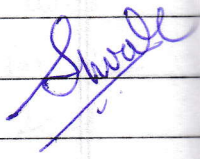
~~Dr. Vikas Gaundade~~
22/05/19
Director I/c.



Minutes of the Meeting

A meeting of College Development Committee was held on 25th Nov. 2022 in Board Room of Ashoka Business School, Rane Nagar, Nashik.

Following members were present for the Meeting

Sr. No.	Name of Member	Designation	Signature
1.	Mr. Ashok Katariya	Chairperson	
2.	Mr. Shrikant Shukla	Secretary	
3.	Dr. Vikas Gaundare	Teacher Member	
4.	Mrs. Pooja Gholap	Teacher Member	
5.	Dr. V. B. Gaikwad	Member - Education	
6.	Mr. Venkatachalem R.	Member - Industry	
7.	Ms. Sneha Awasthi	Member - Alumni	
8.	Mr. Sahil Patil	Member student Council	
9.	Ms. Muzain Kokni	Member student Council	
10.	Dr. Sasita Dhawale	Member Secretary IQAC Coordinator & Director I/c.	

Agenda Item no. 1. To confirmed the Minutes of last CDC Meeting.

Dr. Vikas Gaundare welcomed all members present and briefed about the minutes of last meeting held on 28th March 2022, and the action taken report presented before the Committee members. The minutes were Confirmed

Agenda Item NO. 2 - To discuss the status of Institute statutory stability - EOA of AICTE, Affiliation of SPPU & DTE.

Resolution : Mr. Vishal Sonkamble reviewed about all the statutory compliances regarding AICTE EOA 2022-23, Affiliation of Savitribai Phule Pune University, DTE Regional office, Nashik, & Fee Regulatory Authority, Mumbai. All the necessary procedures were completed timely.

Seconded By : Dr. Sarita Dhawale, Director I/c, ABS.

Agenda Item NO. 3 - Review of admission status for A.Y. 2021-22

Resolution : Dr. Vaibhav Bhalerao briefed about the admission status of A.Y. 2021-22, All admissions are done as per the Guidelines of CET Cell Mumbai. The Categorywise admission status of students was presented before the committee.

Seconded By : Dr. Sarita Dhawale, Director I/c, ABS.

Agenda Item NO. 4 - Review of current MOU & collaborations

Resolution : Mrs. Pooja Gholap gave information about the current MOU done with Ashoka Bus School. She informed the members regarding

soi-soi University, Cuttack, Odisha. Purpose of this MOU for students enhancement through guidance by faculty exchange. Mr. Shrikant Shukla Secretary advised the Director i/c to establish MOU with the foreign University for better research opportunities.

Seconded By: Dr. Vikas Gaundane, Associate Prof. ABS.

Agenda Item No. 5: To know the status of AQAR 2019-20, 2020-21 to NAAC.

Resolution: Dr. Sanita Dhawale IQAC coordinator gave information about the NAAC AQAR data was uploaded in online portal of NAAC, the AQAR of A.Y. 2019-20, & 2021-22 was uploaded before timeline and accepted by NAAC portal.

Seconded By: Dr. Vikas Gaundane, Associate Prof. ABS.

Agenda Item No. 6: To review the Research Center Status Affiliation & Guide Recognition.

Resolution: Dr. Vikas Gaundane - Associate Professor & Coordinator Research center informed to the members that the LIC Committee had visited Ashoka Business School and the Research Center Report has been submitted to the Academic Dept. SPPU, for The Dept. has given approval for Affiliation to a Research Center till A.Y. 2024-25. Dr. Sanita Dhawale informed that, Dr. Vikas Gaundane was approved as Research Guide.

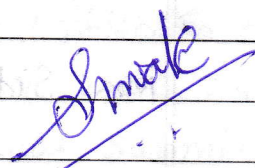
Agenda Item no. 7 - Review of Training & Placement Dept.
- Mr. Mander Dixit has appointed as a College Development officer in Ashoka Business school. Mr. Dixit had shared the List of students placed in various industries specially he has mentioned about the Marketing students placement in Property Pistol with Annual Package of 5.77 Lac.

Agenda Item no. 8 - Review of feedback received from student
- Mr. Vishal Sonkamble informed to the member about infrastructure feedback received from students regarding class room benches repair Cafeteria in the institute.
The problems was discussed in front of Management representative and necessary action taken.

Any other point with the permission of the chair.

- Website Development of Ashoka Business school was discussed and the Vyaktir Council information with the brief introduction of Council members should be added in a new Tab as per suggested by Hon. Chairman Sir.
- ERP updated to new version.

Dr. Sarita Dhawale given the vote of thanks to the members present & meeting was over.


Dr. Sarita Dhawale.
DIRECTOR
Ashoka Business School
Nashik

Annual E-Governance Report**2022-23****Introduction**

Ashoka Business School (ABS), Nashik, affiliated with Savitribai Phule Pune University, offers a full-time MBA degree program. Our institution is committed to leveraging technology to streamline operations and enhance efficiency. The implementation of various ERP systems under e-governance has significantly transformed our administrative, financial, admission, support, and examination processes.

This report details the e-governance initiatives implemented during the academic year 2022-23, approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance.

E-Governance Areas and Implementations**I. Administration**

- **ERP System:** Serosoft Academia ERP is used for administrative tasks, ensuring efficient management of faculty profiles, student databases, leave management, course file creation, timetable generation, student attendance, and staff attendance.
- **Complaint Management:** A module within Serosoft Academia ERP allows for the submission, tracking, and resolution of complaints from faculty, staff, and students, ensuring timely and transparent grievance handling.
- **Faculty Profiles:** Comprehensive faculty profiles, including qualifications, experience, and research contributions, are maintained in Serosoft Academia ERP for easy access and updates.
- **Student Database:** A centralized student database includes personal information, academic records, and extracurricular activities, facilitating efficient management and retrieval of student information.
- **Leave Management:** The ERP system automates the leave application and approval process for faculty and staff, ensuring accurate record-keeping and minimizing manual errors.
- **Course File Creation:** Course files, including syllabi, lecture plans, and assessment schedules, are created and managed digitally within Serosoft Academia ERP, promoting consistency and ease of access.
- **Timetable:** Automated timetable generation and management within the ERP ensure optimal utilization of resources and minimize scheduling conflicts.
- **Student Attendance:** Digital attendance tracking for students through Serosoft Academia ERP provides real-time data and helps in monitoring and improving student attendance rates.
- **Staff Attendance:** Biometric and digital attendance systems for staff ensure accurate timekeeping and facilitate payroll processing.


COORDINATORInternal Quality Assurance Cell
Ashoka Business School, Nashik
DIRECTOR
Ashoka Business School
Nashik

2. Finance and Accounts

- **Student Fee Receiptal:** Serosoft Academia ERP manages the complete fee collection process, from Invoice generation to payment tracking, ensuring transparency and accuracy in financial transactions.
- **Accounting:** For all other accounting purposes, we utilize TALLY ERP, which helps in maintaining financial records, preparing budgets, and generating financial reports.

3. Student Admission and Support

- **ERP System:** Serosoft Academia ERP handles the student admission and support processes efficiently.
- **Student Enquiry:** An online portal within Serosoft Academia ERP captures student enquiries, providing prompt responses and follow-ups.
- **Admission Process:** The ERP system manages the entire admission process, from application submission to final enrollment, ensuring accuracy and efficiency.
- **ERP ID Generation:** Each admitted student is assigned a unique ERP ID through Serosoft Academia ERP, enabling seamless access to all institutional services and resources.

4. Store and Material Requisition

- **ERP System:** Mile Soft ERP is used for managing store and material requisitions, ensuring proper inventory management and timely fulfillment of requisition requests.

5. Examinations

- **University Examination Management:** We utilize the Savitribai Phule Pune University's online system for examination management, which includes:
 - o **Downloading Exam Papers:** Securely downloading university exam papers as per the schedule.
 - o **Uploading Exam Records:** Efficiently uploading examination records and results.
 - o **Concurrent Marks:** Uploading internal assessment and concurrent marks, ensuring timely submission and transparency.

Benefits and Outcomes

- **Enhanced Efficiency:** The automation of administrative tasks reduces manual workload and enhances productivity.
- **Improved Accuracy:** Digital systems minimize errors and ensure accurate data management.
- **Transparency:** E-governance promotes transparency in processes and decision-making.
- **Accessibility:** Centralized data storage provides easy access to information for stakeholders.
- **Student Experience:** Streamlined admission, support, and examination processes improve the overall student experience.


COORDINATOR
Internal Quality Assurance Cell
Ashoka Business School, Nashik


DIRECTOR
Ashoka Business School
Nashik



Ashoka Education Foundation's
ASHOKA BUSINESS SCHOOL

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Tel.: 0253 6649500/24, Website: www.ashokabschool.org, Email: abs@aef.edu.in



Linguistic Minority Institute (Hindi)

NAAC Accredited with Grade "B+"

Conclusion

The implementation of multiple ERP systems under e-governance at Ashoka Business School has significantly improved our operational efficiency and transparency. The Governing Council/ Board of Management/ Syndicate remains committed to further advancing our e-governance capabilities to support the institution's mission of providing transformative education and fostering ethical leadership

COORDINATOR

Internal Quality Assurance Cell
Ashoka Business School, Nashik

DIRECTOR

Ashoka Business School
Nashik