

**Ashoka Business School**  
**Internal Quality Assurance Cell (IQAC) - Calendar**

**2022-2023**

Sr. No.	CR. NO	Particulars	Probable Time line	Accountability
1	6	Review of Academic, Admin, Lib Planning	Aug-22	IQAC Coordinator
2	6	Review of yearly Committee Distribution & allocation .	Aug-22	IQAC Coordinator
3	6	Meeting with Criterion Chairpersons	Sep-22	IQAC Coordinator
4	6	Faculty development programs as per New norms of NAAC Guideline-Based on NEP	Sep-22	IQAC Coordinator
5	6	Faculty Induction & Refresher Course	Sep-22	IQAC Coordinator
6	6	Workshop On" Team Building and Collaborative outcome"-Administrative Training Program	Sep-22	Dr. Vikas Gaundare Mr. Vishal Sonkamble
14	6	Faculty Development Program-on Research Quality Indicators-citations, i-10, h-Index,	Oct-22	Mrs Pooja Gholap Dr Sarita Dhawale
7	6	Professional Development Program to administrative Staff.	Nov-22	Dr. Vikas Gaundare Mr. Vishal Sonkamble
13.	6	Faculty Review Meeting regarding Academics & extra curricular Activities.	Mar-23	IQAC Coordinator
8	6	College Development Committee Meeting	Quartely	Mr. Vishal Sonkamble
9	6	IQAC Meeting(Sept-Jan-April-July)	Quartely	IQAC Coordinator
12	6	Criteria Committee meetings (For AQAR Preparations & document compliance)	Quartely	IQAC Coordinator
16	6	Analysis Report of feedback from Parents/Employers/Students/Alumni	Semester	Dr. Vikas Gaundare Criteria -1
10	6	AQAR Report 2021-22	Yearly	IQAC Coordinator Criterion Leader
11	6	Internal Academic & Administrative Audit	Yearly	IQAC Coordinator
15	6	NIRF Preparation & Submission	Yearly	IQAC Coordinator Mr. Vishal Sonkamble

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17	6	Student Satisfaction Survey & Yearly SSS Report uploading on Website.	Yearly	Dr.Vaibhav Bhalerao Criteria -2
18	6	Curriculum Development Committee Meeting Report	Yearly	Dr.Vikas Gaundare
19	6	Curricular Feedback from Students	Yearly	Criteria -1
20	6	Green Audit, Energy Audit, Environment Audit	Yearly	Mr.Vishal Sonkamble ISO Coordinator
21	6	Policy & MOU -Review Meeting	Yearly	IQAC
22	6	Faculty Development Program-"How to develop the interest amongst the students for learning through	Sep-22	Mrs Pooja Gholap Dr Sarita Dhawale
23	6	Resource Mobalisation for Faculties for Research	Monthly	Admin & Accounts Officer
24	6	Internal Academic & Administrative Audit	Dec-22	IQAC Coordinator
25	6	Review of Best Practices 2022-23	Semester	IQAC
26	6	Annual Award Function (Felicitation of merit Student & Staff)	Yearly	IQAC
27	6	Action Taken Report 2022-23	Yearly	IQAC Coordinator

**Dr. Mrs. Sarita A. Dhawale**  
IQAC Coordinator