

2020-21

ASHOKABUSINESSSCHOOL

Internal Quality Assurance Cell

Minutes of the Meetings



IQAC Meeting

The meeting of Internal Quality Assurance Cell of Ashoka Business School was held on 2nd July 2020



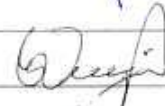




Venue: IQAC E-Room

Meeting Mode: Online Meeting

Time: 3:30 - 4:30 p.m.

Agenda of the Meeting:

1. To review the minutes of last Meeting
2. To Congratulate all regarding 42nd rank in Education World Magazine Survey 2020-21
3. To discuss SWOC analysis of the Institute
4. Faculty development through online mode
5. Alliance with foreign University
6. To start basic English Course to improve Communication for students.

Sr.No.	Name of Member	Designation	
1	Dr. Vikas Gaundare	Chairperson	
	Director I/c.		
2	Dr. D. M. Gujarathi	Member-Management	
	Director - H.E, AEF		
3	Mr. Venkat Venkitachalem	Member-Industry	
4	Ms. Sneha Awasthi	Member-Alumni	
5	Dr. Vaibhav Bhalerao	Member-Faculty	
6	Ms. Manisha Bhamre	Member-Faculty	
7	Mr. Harshal Dayma	Member-Faculty	



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| 8. | Dr. Rupali Khairne | Member-Faculty | |
| 9. | Mrs. Tanaja Patil | Member-Faculty | |
| 10. | Mrs. Pooja Gholap | Member-Faculty | |
| 11. | Mr. Vishal Soukamble | Admin Staff | |
| 12. | Dr. Sarita Dhawale | IQAC Co-ordinator | |

All members was present Online-

Minutes of Meeting

Agenda Item-1: To review of the Minutes of last meeting
 The minutes of previous meeting conducted on 17th March 2020 were read by the coordinator. The minutes were reviewed by the members and then were approved.

Action Taken Report on last Minutes

- AQAR Submission for A-Y. 2018-19 and 2019-20
- Workshop on revised syllabus 2019 Pattern
- Workshop on E-Content development for faculty

Agenda Item-2: To Congratulate all regarding 42nd Rank by Education World H.F. Survey 2020-21
 - The Director I/c informed to the members that the Institute has been ranked amongst the top 50 private Bschools in India. After a survey conducted through C-fore Ashoka was placed at 42nd position & come to occupy the 17th rank in Maharashtra for the year 2020-21. Dr. D. M. Gujarathi congratulated the faculty members.

Agenda Item-3: To discuss SWOC Analysis of the Institute inline with E.W Survey

- Quality Assurance Cell recommended providing SWOC analysis of Institute to make further plan of Action for upgrade in ranking position parameters. IQAC coordinator will make the PPT presentation for the same.

Agenda Item-4: Faculty Development through Online mode

Dr. D.M. Gujarathi directed to the IQAC Dept to go for Faculty Development program for online teaching methodology and improve E-content for the online studies. ADD-ID Model, SPPV Revised CBCS syllabus, Swayam, Course Era, EDX etc portal should be handled by the faculties as suggested by the Co-ordinator

Agenda Item-5: Alliance with foreign University.

Internal Quality Assurance Cell recommended association with foreign University to collaborate for various courses for students. This responsibility is handed over to Ms. Manisha Bhamre - Asst. Pro to initiate the communication regarding alliance with foreign Universities.

Agenda Item-6: To start basic English Course to improve communication in students.

- The IQAC coordinator Dr. Sarita Dhawa informed that the MoU with Hit Bulls E

SPRUCE has been initiated to start basic English course for students as well as staff.

Agenda Item: 7: Any other issues raised by the members.
- There was no other issue before the Committee.

IQAC Coordinator once again congratulates the Director and all staff for raising the bar from 64th rank to 42nd rank at all India level.

The vote of thanks was proposed by Dr. Sazita Dhawale.


Dr. Vikas Gaudhare
Director, I/c.
DIRECTOR
ASHOKA BUSINESS SCHOOL



IQAC Meeting

The meeting of Internal Quality Assurance Cell of Ashoka Business School was held on 21st August 2020

Venue: IQAC E-ROOM

Meeting Mode: Online Meeting, Zoom

Time: 4:15 to 5:30 p.m.

Agenda of the meeting.

1. To review the minutes of last online meeting.
2. To review and confirm the remarks given by the peer T during the visit.
3. Declaration of New IQAC Members in IQAC Committee
4. To finalize new mechanism and systems to plan AQAR organize and collect IQAC data
5. Implementation of revised syllabi
6. To organize online research methodology workshops for the budding researchers from the students and faculties
7. Review of existing MOU's and Collaborations and plan add 4 more for current year.
8. To discuss regarding rain water harvesting system and its meter output.
9. To organize interaction sessions by Alumni students as webinars for current student to establish the connect with them.
10. To organize online competitions for students and to ensure participation of students in online project competitions.
11. Initiatives for social work during this pandemic situation by institute
12. AQAR status
13. Any other points with the permission of the chair

Following members were present online -

1. Dr. D. M. Gujarathi, Chairperson
Director, ABS Devi
21.08.2020
2. Dr. Nareendra Telkandhe, Member - Management
Administrator, AEF h
3. Mr. Venkat Venkitachakm, Member - Industry
Director - Bizsol India Deepu
4. Ms. Sneha Awasthi, Member - Alumni Sneha
5. Dr. Rupali Khaire, Member - Faculty Rupali
21/08/2020
6. Dr. Vikas Gaundare, Member - Faculty Vikas
21/08/2020
7. Dr. Vaibhav Bhakerao, Member - Faculty Vaibhav
8. Ms. Manisha Bhamre, Member - Faculty Manisha
21/8/2020
9. Mr. Harshal Dayma, Member - Faculty Harshal
10. Mrs. Tanaya Patil, Member - Faculty Tanaya
11. Mrs. Pooja Gholap, Member - Faculty Pooja
12. Mr. Vishal Sonkamble, Member - Admin Staff (Absent)
13. Dr. Sasita Dhawale, IQAC coordinator Sasita
14. Mr. Saurabh Tiwari, Student Member Saurabh



Minutes of Meeting

IQAC coordinator welcomed and briefed the Committee members about the Agenda. IQAC members after exchange of ideas and thought made the following resolutions

Agenda Item 1: To review and confirm the minutes of last meeting.

- The IQAC coordinator read the minutes of last meeting conducted on 2nd July 2020. The minutes were reviewed and approved by all the members and resolution is unanimously passed.

Agenda Item 2: To review and confirmed the remarks given by peer Team during their visit.

- Review of Report of NAAC Peer Team was done with discussions and critical evaluation. Further it was resolved to set out strategy for coming years and initiate compliance of the NAAC Peer Team recommendations.

Agenda Item 3: Declaration of New IQAC Members in IQAC Committee

- IQAC coordinator Dr. Smita Dhawale declared new IQAC Committee and welcomed to all the members.

Agenda Item 4: To finalize new mechanisms and systems to plan, organize and collect IQAC data.

- New mechanism for perspective plan has been discussed. The IQAC Committee recommended the coordinator to facilitate the data storage at local database as well.

as IQAC drive iqacabs@aei.edu.in for cloud storage, Criteria-wise documentation can be maintained by criteria leader in both DVV & word file and required data can be stored.

Agenda Item -5: Implementation of revised Syllabi and CBCS pattern of evaluation through Google classroom for recording data.

- All members decided to use Google classroom for each subject to access concurrent evaluation.
- Mr. Hareshal Dayama will take monthly followup for necessary compliance of internal evaluation system.

Agenda Item 6 : To introduce Vocational, Skill Development and Faculty Enrichment programs.

- Mr. Venkat Venkitachalem discussed a plan regarding faculty enrichment program and IQAC unanimously resolved two programs in coming month.

- E content Development Workshop
- Case study writing Workshop

Agenda Item 7 : To online research methodology workshops for the budding researchers from the students and faculty members for all colleges in Nashik.

- In Order to increase the research activity on the campus IQAC has identified following webinars to conduct for staff and students
- "How to Write Research Papers?"
- "Research Proposal Writing"

Agenda Item: 8 Review of MOU's and collaborations and plan to add 4 more for current year.

- Mrs. Pooja Gholap suggested two more MOU's to be planned along with existing MOU's practical Subjects like Business Analytics association is done with Cognifront, Nashik Financial Services Company LKP Ltd. for financial specialization and Market FX collaborations for marketing students are in process.

Agenda Item: 9: To discuss regarding Rain Water Harvesting & Solar net metering system

The discussion initiated by Mr. Vishal Sonkamble Admin Officer. All the updates regarding both systems are updated to all members of IQAC. Both systems are well maintained.

Agenda Item-10: To organise interaction programs & session by Alumni Students as webinar for current students to establish the connect with them.

- Ms. Manisha Bhamre - Alumni Committee member discussed current program details of Alumni committee. In addition to that Mr. V. Sonkamble added that "Kshiti" Association of Alumni Students is officially started, all the Alumni all the formalities have completed regard same from Govt. Authorities. Members suggest that better connect can be established by allowing peer mentoring by Alumni students to existing students.


Agenda Item-11: To organise and participation in Online project Competitions and other Competitions for students.
 - Dr. Vaibhav Bhalerao & Ms. Tanaya Patil discussed regarding online Business Plan competitions which is planned in coming month for all the students.

Agenda Item-12: Initiatives for 'Social Work' during the COVID19 Pandemic Situation by the Institute.
 - MS. Manisha Bhamre discussed current program details of ISR activities like -
 • Covid Help line number
 • Consent to Local authorities for Isolation Center for COVID Patients
 • Hygiene awareness program for students
 • Video of students to aware society about Covid19
 • Meditation sessions for students & staff for build immunity

Agenda Item-13: To discuss and finalize AQAR
 - IQAC coordinator Dr. Sarita Dhawale discussed regarding AQAR Preparations for two years 2018-19 & 2019-20 is in process. To upload the AQAR on NAAC website within stipulated time.

Any other issues: NO other point.

By Congratulating to all the new members of IQAC. Mrs. Pooja Ghole proposed a Vote of thanks.


 (Dr. Sarita Dhawale)
 Coordinator - IQAC




 (Dr. D. M. Gujzathi)
DIRECTOR
 ASHOKA BUSINESS SCHOOL

**ASHOKA EDUCATION FOUNDATION'S
ASHOKA BUSINESS SCHOOL NASHIK**

MINUTES OF MEETING- MISSION 2025 REVIEW

Rev:00 MR/R/13

Date: 8/10/2020

Time: 4:00pm to 5:00pm


Venue: Zoom Call

Members Present:

Attendees	De. D. M. Gujarathi, Mr. Venkat Venkitachalm, Ms. Sneha Awasthi, Ms. Manisha Bhamre, Dr. Vikas Gaundare, Mr. Ashwin Amrutkar, Ms. Pooja Kushare, Ms. Pooja Gholap, Ms. Vandana Sharma, Mr. Harshal Dayma, Dr. Shilpa Bhalgat, Mr. Vaibhav Bhalerao, Dr. Sarita Dhuwule
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Sr. No.	Agenda Point	Action / Decision
1	The compliancc June to Sept	<p>The progress of activities and initiatives planned for the attainment of Mission 2025 were discussed during the meeting.</p> <p>Coordinators for each dimension explained the progress for the respective dimension.</p> <p>A review was taken by the authorities and suggestions to improve the effectiveness of activities were given.</p>
2	POA for Oct to Jan	<p>The Plan of Action for the coming duration of Oct-Jan was put forward by the coordinator for the discussion and suggestions if any.</p> <p>The points where the more focus is required like- Website, Alliance and ISR Policy were discussed in detail.</p> <p>Mr. Venkat gave suggestions to make activities student centric and related to alliance part.</p>


COORDINATOR
Internal Quality Assurance Cell
Ashoka Business School, Nashik.


DIRECTOR
Ashoka Business School
Nashik.

**ASHOKA EDUCATION FOUNDATION'S
ASHOKA BUSINESS SCHOOL, NASHIK**

MINUTES OF MEETING: MISSION 2025

Rev:00 MR/R/13

Date: 17/10/2020

Time: 11:00 am to 12.45 pm

Members Present:

Attendees	Mr. ShrikantShukla ,Dr. D.M. Gujarathi, Dr. N.R. Telrandhe, Dr.Mrs. SaritaDhawale .
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Sr. No.	Agenda Point	Action / Decision	Accountability
1	Introduction of Mission	Hon.Shukla Sir. took an overview of Mission 2025 till date. Three months compliance report was discussed in detail and Sir gave suggestions for further planning.	DrSaritaDhawale
2	Elite Scholarship for students.	A brief about this scholarship was given. A detail motive behind starting this scholarship was explained. An SOP needs to be prepared as this a new initiative taken up. Hence, SOP will be drafted.	
3	"Saksham"	Under this, we were conducting test series to ensure improvement in English communication through SPRUCE mechanism. It was recommended to identify the weak area of students by taking Inventory test (Pre Test). Based on the evaluation Saksham Program cab be designed in an efficient manner for improvement. To verify the results post-test can be conducted.	
4	Knowledge Consortium	It was advised to utilize the available resources to its optimum and then plan to go for the new resources.	
5	Other Points	While going through the compliance report, it was observed that few things are still in process. Timelines need to be set and accountability goes to the process owner.	

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DIRECTOR
Ashoka Business School
Nashik

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MINUTES OF MEETING: MISSION 2025

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6	Discussion & suggestions for future planning	<p>After discussion on the above points of Mission 2025 from the compliance report, Hon Shukla Sir expects a Self-Analysis Report of ABS on twelve parameters that are being listed by L'W and then identify the gaps on each parameter. (based on the factual data from all stakeholders of ABS)</p> <p>After identifying the gap a detailed action plan needs to be submitted.</p> <p>To meet with the expected outcomes Sir focused on the following steps to be implemented in a proper manner.</p> <ol style="list-style-type: none">1. Gap identification.2. Preparation of SOP.3. Prepare an Action Plan.4. Reflections.(Analysis)	All Faculties

S. Swale

Prepared By: Dr Sarita Dhawale

17th Oct 2020

COORDINATOR

Internal Quality Assurance Cell
Ashoka Business School, Nashik.

[Signature]

DIRECTOR
Ashoka Business School
Nashik

**ASHOKA EDUCATION FOUNDATION'S
ASHOKA BUSINESS SCHOOL, NASHIK**

MINUTES OF MEETING: MISSION 2025 - 2

Rev:00 MR/R/13

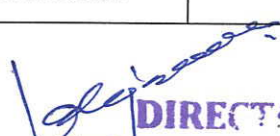
Date: 29/10/2020

Time: 11:00 am to 12.30 pm

Members Present: 4

Attendees	Mr. Shrikant Shukla, Dr. D.M. Gujarati, Dr. N.R. Telrandhe, Dr. Mrs. Sarita Dhawale
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Sr. No.	Agenda Point	Action / Decision	Accountability
1	Review of last meeting and points of discussion for current meeting.	Dr Sarita Dhawale have reviewed discussion of last meeting and updated the status of all the assignment completed for today's meeting. 1. Self-analysis by faculty & students 2. Gap analysis of the score by faculty and students with regards to EW score. 3. Gap Analysis in comparison with Top 1 st Rank (ISB Hyderabad) & Top10th Rank K.J. Somayya College Mumbai was discussed in detail and Sir gave suggestions for further planning.	Dr Sarita Dhawale
2	Comparative statement with NAAC Score	NAAC score card was discussed. A detailed report needs to be prepared to identify the gap for A+ Grade. It was also suggested by Hon Shukla Sir to merge the NAAC Criteria along with EW parameters for further detail planning for Mission 2025.	
3	Criteria 1: Curriculum Aspects	First criteria was discussed in detail along with four sub criteria and action plan needs to be prepared for the weak areas by criteria leaders.	
4	Other Points	While going through the NAAC report, it was observed that Industry Collaboration & Placement need to explore systematically. Timelines need to be set and accountability goes to the criteria leaders.	


DIRECTOR
Ashoka Business School
Nashik.

**ASHOKA EDUCATION FOUNDATION'S
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MINUTES OF MEETING: MISSION 2025 - 2

Rev:00 MR/R/13

6	Discussion & suggestions for future planning	<p>After discussion on the above points of Mission 2025, Hon Shukla Sir expects to prepare gap analysis from the NAAC report and qualitative report need to be studied in depth to work upon the weak areas on priority basis.</p> <p>To meet with the expected outcomes focus is expected on the following steps to be implemented in a proper manner.</p> <ol style="list-style-type: none">1. Gap identification from NAAC Report.2. Prepare an Action Plan.3. Divide plan in Short Term & Long Term Goal4. Prioritize the sequence of action plan.	All Faculties



Prepared By: Dr Sarita Dhawale

29th Oct 2020

COORDINATOR

Internal Quality Assurance Cell
Ashoka Business School, Nashik.



DIRECTOR
Ashoka Business School
Nashik

**ASHOKA EDUCATION FOUNDATION'S
ASHOKA BUSINESS SCHOOL, NASHIK**

MINUTES OF MEETING: MISSION 2025 - 2

Rev:00 MR/R/13

Date: 27/11/2020

Time: 1:00 pm to 2.30 pm

Members Present: 9

Attendees	Mr. Shrikant Shukla, Dr. D.M. Gujarati, Dr. N.R. Telrandhe, Dr. Vikas Gaundare, Dr. Rupali Khulre, Dr. Vubhuv Bhuleruo, Ms. Manisha Bhamre, Mrs. Tanaya Patil and Dr. Mrs. Sarita Dhawale.
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Sr. No.	Agenda Point	Action / Decision	Accountability
1	Review of last meeting and points of discussion for current meeting.	<p>Dr Sarita Dhawale have reviewed discussion of last meeting and updated the status of all the assignment for today's meeting. She also briefed that the Team of ABS under the guidance of Dr. Gujarathi Sir and Dr. Telrandhe Sir is ready with detail plan of action for all seven Criteria of NAAC. To start with a discussion Dr Sarita requested to Dr. Vikas Gaundare to give brief on plan of action prepared for Criteria-1 "Curricular aspect" from NAAC and "Value for Money" for EW through Feedback System at ABS.</p> <p>Curricular Planning and Implementation & feedback system was discussed in detail to get guidance from all the management Mentors for further working.</p>	Dr Sarita Dhawale
2	Criteria 1:	<p>NAAC score for criteria 1 was discussed in (3.1/4.0) and a detailed poa is prepared to fill the gap for A+ Grade.</p> <p>First criteria were discussed in detail along with four sub criteria 1.1.1 to 1.4.2 and action plan were very well explained by criteria owner. A detailed discussion held during the meeting and a detail action plan was ready for the all the weak areas of Criteria 1.</p>	Dr Vikas Gaundare


DIRECTOR
Ashoka Business School
Nashik.

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3	Discussion & suggestions.	<p>The following suggestions given by Hon. Shukla Sir to implement Criteria-1 for Mission 2025 Program.</p> <ol style="list-style-type: none">1. There can be healthy ratio of <i>Faculty: Student</i> to give quality outcome to words teaching process and gap of faculty for specific subjects can be filled immediately from coming semester.A) To identify <i>Faculty: Student</i> Ration of top 10 institutes in Maharashtra.B) Need to work upon planning & effective curriculum delivery.C) To conduct Concurrent Inter Evaluation- CIE Session.D) Brainstorming is must after every Session conducted by expert and verify value addition in to existing knowledge by each one. Reflection is to be discussed in <i>Staff Academy Meeting</i> and report can be submitted to management along with feedback.2. For <i>CBCS</i> a separate meeting can be called to discuss briefly.3. To design Certificate Program, a Research Committee will be formed to identify the need and demand of course in Market.<ol style="list-style-type: none">a) To design 2 Programs for coming Year.b) <i>Branding of Program</i> at Nashik Level.c) Separate unit can be formed for such setup.4. <i>Feedback System</i> shall be closed effectively through affirmative manner. Loop shall be always complete by satisfying queries raised by any stakeholders in organization.	Dr Vikas Gaundare
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ASHOKA EDUCATION FOUNDATION'S

ASHOKA BUSINESS SCHOOL, NASHIK

Rev:00 MR/R/13

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MINUTES OF MEETING: MISSION 2025 - 2

Rev:00 MR/R/13

4	Other Points	It was discussed that Industry Curricular Planning and Implementation need to explore systematically. Timelines need to be set and accountability goes to the criteria leader.	Dr Vikas Gaundare
6	Discussion & suggestions for future planning	After discussion Hon Shukla Sir expects to plan a daily meeting for next 6 Criteria for POA discussion. To meet with the expected outcomes focus is expected on the following steps to be implemented in a proper manner. <ol style="list-style-type: none">1. Prepare an Action Plan.2. Follow timeline of POA with dedication.3. To create Students Team for extra work if overburdened by too many activities and specific task can be allocated to the students Team.	All Faculties



Prepared By: Dr Sarita Dhawale

28th Nov 2020

COORDINATOR

**Internal Quality Assurance Cell
Ashoka Business School, Nashik.**



**DIRECTOR
Ashoka Business School
Nashik.**

IQAC Meeting

The Meeting of Internal Quality Assurance cell of Ashoka Business School was held on 28th Nov. 2020




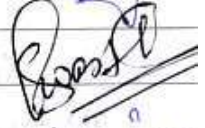

Venue: Board Room, Ashoka Business School

Time: 4:00 p.m. to 5:30 p.m.

Agenda of the Meeting:

1. To review and confirm the minutes of last meeting.
2. To review on resolution stated in last meeting regard remarks given by Peer Team during their visit.
3. To plan quality improvement at institute level through "Mission 2025" program.
4. To take review of research cell activities and research cell development in area of faculty research.
5. Review of existing MOU's and Collaborations and plan add four more for current year.
6. Review of AQAR status for 2018-19 & 2019-20.
7. Any other point with the permission of chair.

Following Members were present for the meeting:

Sr. No.	Name of Member	Designation	Sign
1)	Dr. D.M. Gujarathi	Chairperson	
2)	Dr. Narendra Telrandhe	Member-Management	
3)	Mr. R. Venkatachalem	Member-Industry	
4)	Ms. Sneha Awasthi	Member-Alumni	
5)	Dr. Rupali Khaire	Member-Faculty	

- 6) Dr. Vikas Gaundare Member - Faculty vsr
- 7) Dr. Vaibhav Bhalerao Member - Faculty V
- 8) Ms. Manisha Bhamre Member Faculty B
- 9) Mr. Harshal Dayama Member Faculty H
- 10) ~~Ms.~~ Tanaya Patil Member Faculty Tanaya
- 11) Mrs. Pooja Gholap member - Faculty Gholap
- 12) Mr. Vishal Sonkamble Member - Admin staff V
- 13) Mr. Saurabh Tiwari Member - student Saurabh Tiwari
- 14) Ms. Aishwarya Chawala Member - student. Aishwarya
- 15) Dr. Sarita Dhawale - IRAC Co-ordinator Dhawale

Leave of absence granted to the following member

- 1) Mrs. Pooja Kushare
- 2) Mr. Shashikant Shimpi

IQAC co-ordinator Dr. Mrs. Sarita Phawale Welcome and briefed the committee members about the agenda. IQAC members after exchange of ideas and thought made the following resolutions.

Agenda Item 1- Review of the earlier meeting & Confirm the Minutes.

- The IQAC coordinator read the minutes of earlier meetings conducted on 21st August 2020 & minutes were confirmed by the members.

Agenda Item 2- To review & Confirm the remarks given by Peer Team during visit.

- Status as per last meeting resolution 6 out of 10 faculty is Ph.D. in Career status, College-Industry strong interface is visible now, Digital skill related add-on courses, Engaging Alumni in more tangible way.

Agenda Item 3- To plan quality improvement at College level through "Mission 2025"

- Ashoka Business School as a transformed & Leading B-School in the country as we are in India's Top 50 B-Schools and ranked 17th in Maharashtra. To have more scope for improvement "Mission 25" program is planned from June 2020 for getting Best Rank at India Level.

Agenda Item 4 - To review of research Cell activities & Research Cell Development.

- Research Cell has organised multiple sessions and Workshop by Experts. i.e.
 - 1) How to write research paper
 - 2) Research Proposal Writing
 - 3) How to write quality research papers for Scopus and ABDC Listed journals.

Agenda Item 5 - MOU's & Collaborations and plan to add more MOU's for Current year.

- Mrs Pooja Gholap explained regarding current status and along with existing MOU's, "Yuva Shakti Foundations" for students skill development and entrepreneurship is completed for three years.

Agenda Item 6 - To organize Interaction session with Alumni.

- Ms. Manisha Bhamre had given current details of Alumni Committee "Kshiti".
- Dr. Tanaya Patil had given input regarding the better connect by allowing peer mentoring by Alumni students to existing students.

Agenda Item 7 - Review on AQAR status for A.Y 2018-19 & 2019-20.

- 2 year AQAR preparation is completed and forwarded to Director for approval to confirm on NAAC portal.

Any other subject with the permission of Chair
- There was no other points with the chair.

IQAC Co-ordinator Dr. Sarita Dhawale proposed
Vote of thanks to the present members.

Sarita
28/11/20
(Dr. Sarita Dhawale)
Co-ordinator, IQAC



D. M. Gujarathi
(Dr. D. M. Gujarathi)
Director

**ASHOKA EDUCATION FOUNDATION'S
ASHOKA BUSINESS SCHOOL, NASHIK**

MINUTES OF MEETING: MISSION 2025

Rev:00 MR/R/13

Date: 04/01/2021

Time: 2:30 pm to 4.30 pm

Members Present: 8

Attendees	Mr. Shrikant Shukla, Dr. D.M. Gujarati, Mr Venkat Venkitachalam Dr. N.R. Telrandhe, Dr. Vikas Gaundare, Dr. Rupali Khaire, Dr. Mrs. Sarita Dhawale. Ms Sneha Awasthi.
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S N.	Agenda Point	Action / Decision	Accountability
1	Review of last meeting and points of discussion for current meeting.	Review and discussion of last meeting on Criteria 5 and current status of placement cell was updated by Training & Placement Officer. Plan of action for the placement cell was given and it was also proposed to have collaboration with external Placement Agency. A need for the recruitment of one placement person is required for effective outcome of placement cell.	TPO (Dr Rupali Khaire)
2	Discussion on effective working on Placement Cell.	It was discussed that TPO will identify some good and tested placement Agencies and get quotations for the same to discuss with management in the upcoming weeks. Management will have one to one meeting and accordingly further decision would be taken.	TPO
3	Working of CGEC (Career Guidance & Employment Cell)	Plan of action for Trainings through CGEC was explained by Dr Rupali Khaire, who also conveyed the training process for IInd year as well as Ist Yr students.	TPO
4	Discussion & suggestions for future planning	After discussion Hon Shukla Sir expects to start Placement engine with one placement person's recruitment so that both consultancy as well as in house cell will work hand in hand. He also suggested to plan and execute meetings at regular interval for smooth functioning of T & P Cell.	


DIRECTOR
Ashoka Business School
Nashik

**ASHOKA EDUCATION FOUNDATION'S
ASHOKA BUSINESS SCHOOL, NASHIK**

MINUTES OF MEETING: MISSION 2025

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		<p>6. In the initial period contacts can be established with the help of all in-house resources.</p> <p>7. Continual follow-up and meetings can be planned with industries to increase rapport with HR Managers.</p> <p>8. Detail planning need to be submitted very soon as a prior working on selection of the agencies.</p>	
	<p>Other Points</p>	<p>1. The point regarding Action Taken on the students with less attendance during last semester was discussed.</p> <p>Sub-points for this are as follows-</p> <p>a. Director-Dr. D. M. Gujarathi explained that after visiting the students' home by him along with 5 faculties the reasons of those students were observed genuine and parents' response was also favorable for the college's initiative. The report for the same was submitted to the management.</p> <p>b. The action against the students with less attendance was taken (considering the COVID Situation) in the form of Academic Punishment by giving proportionate additional assignments as per the students' attendance percentage.</p> <p>2. Everyone in the meeting congratulated to Dr Tanaya Patil for her P.h.D. award.</p> <p>3. Distance Learning Program of MBA was discussed by Director Sir.</p> <p>4. Dr Tanaya Patil from our institute is declared as Coordinator of Distance Learning Program of MBA. A detailed planning is expected by Coordinator of Distance Learning by 12th Jan</p>	<p align="right">Dr Tanaya Patil</p>


DIRECTOR
Ashoka Business School
N. Nashik.

**ASHOKA EDUCATION FOUNDATION'S
ASHOKA BUSINESS SCHOOL, NASHIK**

MINUTES OF MEETING: MISSION 2025

Rev:00 MR/R/13

		<p>2021 which is to be presented before Management. It was unanimously suggested by all the Management Representatives that this is an opportunity for developing Brand Ashoka and it should be executed that way.</p> <p>5. Meeting was concluded with thank you note.</p>	
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Prepared By: Dr Sarita Dhawale

4th January 2021

COORDINATOR

Internal Quality Assurance Cell
Ashoka Business School, Nashik.



DIRECTOR
Ashoka Business School
Nashik.

10/01/2021

Internal Quality Assurance Cell

Ashoka Business School

**ASHOKA EDUCATION FOUNDATION'S
ASHOKA BUSINESS SCHOOL NASHIK**

MINUTES OF MEETING- STAFF ACADEMY

Rev:00 MR/R/13

Date: 14/01/2021

Time: 11:00am to 11:45pm

Venue: Director Cabin, ABS

Members Present:

Attendees	Dr. d. M. Gujarathi, Dr. Vikas Gaundare, Dr. Sarita Dhawale
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Sr. No.	Agenda Point	Details
1	Setting Accountability and other guidelines for the committee	<p>The discussion held among the committee members on setting the accountability of the committee and other related guidelines for making the committee functional.</p> <p>A separate document for forming a committee and its accountability will be prepared by Dr. Vikas Gaundare as per the discussion held during the meeting and will be communicated to all the concerned persons.</p>
2	Actions Suggested	<p>Following decisions were taken during the meeting-</p> <p>The participation of the staff members was scheduled as follows for the duties in the current semester (Jan-May 2021).</p> <ol style="list-style-type: none">a. For the Paper Setting Panels, the following names, are recommended- Marketing-Dr. V. R. Bhalerao HR- Dr. Vikas S. Gaundare Finance- Mr. Harshal R. Dayma General Mgt.- Dr. Sarita Dhawaleb. Senior Supervisor duty if any will be done by Ms. Manisha Bhamre.c. Internal Senior Supervisor duty will be done by Dr. Tanaya Patild. Paper Evaluation and assessment should be done by all the eligible staff members only for their respective subjects ensuring compliance with their duties towards the Institute. It was proposed that staff should attend assessment duties in the post-lunch period on a rotation and on alternate days so that half of the staff remain in the Institute and daily work will not be hampered.e. All the staff should attend the duties for the External Viva-voce (if appointed) excluding the dates of viva at the Institute.f. The participation in committees set by the University on a contingent basis will be decided by the committee as per the case put forth for the

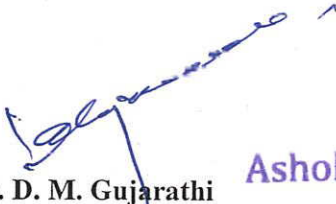
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MINUTES OF MEETING- STAFF ACADEMY

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		discussion/permission All the names are suggested only for this semester and can be changed with the permission of the Director of the Institute.
3.	Other Points	<ol style="list-style-type: none">1. It was discussed that the participation from all the faculties will be ensured on a rotation basis, and in line to meet optimum participation from the point of view of NAAC, Faculty Development and Institute's reputation.2. It was strongly recommended that those who will perform the assigned duties will follow all the prescribed norms of SPPU in that regard.
		Meeting ended by expressing thanks to the present members.

The meeting was chaired by **Dr. D. M. Gujarathi**


Dr. D. M. Gujarathi
Director,
Ashoka Business School, Nashik

DIRECTOR
Ashoka Business School
Nashik.