

2021-22

ASHOKABUSINESSSCHOOL

Internal Quality Assurance Cell

Minutes of the Meetings



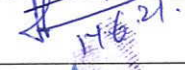
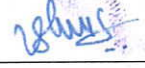


Staff Meeting

Meeting of staff held on 17/06/2021 at 4:20 p.m. in the Board Room, Ashoka Business School, Rane Nagar, Nashik.

Subject/Agenda... IQAC Calendar

Following members attended the meeting

Sr. No	Name	Signature
1	Dr. Saxita Dhawale	
2	Dr. Vikas Gaundare	
3	Dr. Vaibhav Bhalerao	
4	Dr. Vandana Sharma	
5	Ms. Manisha Bhamre	
6	Mr. Vishal Sonkamble	
7		
8		
9		
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-Minutes of the Meeting-

1) IQAC - Discussion on 'Final' date postponement was done. As of now, it was decided to keep it on the same date decided. Discussion of fixing dates of all activities was confirmed.

2) ED analysis - Points were decided on why our National ranking was lowered. GAP analysis was also done.

3) SRPs - Orientation about SRPs was given

to all faculties by Dr. Sanita Dhawale and
Dr. Vikas Gaundare
up Discussion on the "International Conference"
to be conducted in the month of Nov.
was held with all faculties present. Everyone
was ~~enthusiastic~~ giving inputs about how
to go about it and views of all faculties
were noted.

Minutes are confirmed.

Meeting was Chaired by.....

17/16/24

COORDINATOR
Internal Quality Assurance Cell
Ashoka Business School, Nashik

Ashoka Business School, Nashik

IQAC Review Meeting

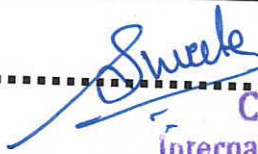
Minutes of Meeting

Conduction Date and Time	Conduction by Dr. Sarita Dhawale, on 05 th Jan 2022, Wednesday. Time period: June-Dec 2021. At : 02.30 p.m. to 03.40 p.m.
Platform	Offline- Board Room, ABS
Members Present	1. Dr. D M Gujarathi, Director, HE, AEF 2. Dr. Sarita Dhawale 3. Dr. Vikas Gaundare 4. Dr. Vaibhav Bhalerao 5. Ms. Manisha Bhamre 6. Mrs. Pooja Gholap 7. Mr. Harshal Dayma
Agenda Points	Review of NAAC Criteria for MISSION 2025. [Criteria covered- Cr-2, Cr-3, Cr-6, Cr-7]

Agenda Point	Details presented
Review and Compliance Cr-2	Details were given by Dr. Vaibhav Bhalerao by explaining all the sub- criteria's and showing all the supporting documents. As per the discussion, there is increase in diversity of the students in the current batch of MBA1, it was also realized that the present students have been a great help for the admissions and have also shared good feedback about the institute & the faculties.
Review and Compliance Cr-3	All the details were presented by Ms. Pooja Gholap. He appreciated the increased research by all the faculties. And as the criteria is being revised by the recent NAAC manual, so all the supporting documents must be attached and presented to the management as and when the next meeting is being scheduled. Research policy must include the financial assistance that is needed for the faculties. Major & Minor projects can be financed by the management if in case they are not

Ashoka Business School, Nashik

	<p>being financed by the external agencies, but a proper proposal must be prepared and presented to the management.</p>
Review and Compliance Cr-6	<p>The criteria were presented by Dr. Sarita Dhawale. She explained all the sub points and also presented the additional documents giving all the minute details about the criteria and its requirement.</p> <p>Director sir suggested to fill the appraisal form for the appraisal process to all faculty A budget plan for the repairs and maintenance of the infrastructure must be ready in order to achieve the allotted marks in CR-4 & 6 for the 2nd cycle of NAAC which is to be held on 2024.</p>
Review and Compliance Cr-7	<p>Ms. Manisha Bhamre presented the criteria 7 giving all the details about the event and activities along with all the supporting documents.</p> <p>Director sir, appreciated the Best practice “ Case Study”, “ Unit Meeting” & Distinctive practice -“Management Guru” that was being shown in the reports and also, asked the details about the green Audit process status .</p> <p>He also made a suggestion that meditation can be a part of distinctive practice for the next year.</p>
Other Points	<p>The teaching staff showed a great concern for the appraisals as no appraisal is being done from last 2 years, on which Director sir assured that he will communicate the same with the management.</p> <p>The staff was also expecting the difference in salary for the previous months and the full salary for Dec. 2021 as the admission target was achieved by putting hard efforts by the entire team.</p> <p>The faculties also spoke about the working hours that are being followed by the other management institutes. Hence, all faculties requested the Director to keep the working hours as to “7 Hours”.</p> <p>All the above points discussed were taken up for consideration by the Director and would be communicated to the management for further action.</p>



COORDINATOR

Internal Quality Assurance Cell

Ashoka Business School, Nashik

Internal Quality Assurance Cell, ABS. College, Nashik



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 23/03/2022 at 11:45 a.m/p.m. in the Board Room, Ashoka Business School, Rane Nagar, Nashik.

Subject/Agenda..... Finalisation of PPT for Monthly Report
..... Meeting to IRAC review

Following members attended the meeting

Sr. No	Name	Signature
1	Dr. Vaikhav Bhalerao	
2	Dr. Vikas Gaundate	
3	Dr. Leena Gothe	
4	Dr. Vrushali Ahire	
5	Dr. Anjana Bhandare	
6	Mrs. Pooja Gholap	
7	Mrs. Pooja Kushare	
8	Mrs. Vishakha Shah	
9		
10		

-Minutes of the Meeting-

- 1) Internal and External Issues were Discussed.
and Improvements Issues were Discussed
Also the MRM PPT was Discussed thoroughly.
- 2) Internal & external issues were identified
for MRM and POA was given for each
issue.

IQAC Review -

A review of all criteria was taken in the meeting. Compliance was sought from all criteria leaders.


Dr. Vaibhav shared the progress of his criteria.

Dr. Vikas shared the academic compliances and the feedbacks were discussed.

Mrs. Pooja shared the update on faculty research.

Other criteria leaders also presented updates on their criteria files.

Minutes are confirmed.


COORDINATOR

Internal Quality Assurance Cell
Ashoka Business School, Nashik.

Meeting was Chaired by-.....

Staff Meeting

Meeting of staff held on 08/04/2022 at a.m/p.m. in the Board Room, Ashoka Business School, Rane Nagar, Nashik .

Subject/Agenda Internal Quality Assurance Cell Meeting

Following members attended the meeting

Sr. No	Name	Signature
1	Dr. D.M. Gujarathi	
2	Dr. Sarita Dhawale	
3	Dr. Vikas Gaundare	
4	Dr. Vaibhav Bhalerao	
5	Dr. Vandana shaema / Dr. Tanaya Patil.	
6	Ms. Manisha Bhamre	
7	Ms. Pooja Gholap	
8	Mr. Manoj Mahanubhav	
9	Mr. Vishal Sonkamble	
10	Mr. Yogesh Kharade.	

-Minutes of the Meeting-

- 1) Review of Criteria 1 - Dr. Vikas outlined the academic reports created in the year to support criteria 1. All files were found complete & upto mark
- 2) Review of Criteria 2 - Dr. Vaibhav presented all the documents to support criteria.
- 3) Review of Criteria 3 - Ms. Pooja Gholap presented her file. It was found that the contribution

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of faculties in research has improved during the year.

Criteria 4 - Mr. Vishal showed his file & all the supporting documents related to Infrastructure & Library were found complete.

Criteria 6 - Dr. Sarita presented the initiatives taken by IQAC. The compliance of IQAC calendar was discussed.

Criteria 5 & 7 - The files of criteria 5 & 7 were reviewed. The team brainstormed on the extension activities to be planned for criteria 7. Also for criteria 5, placement support to be enhanced.

The complete details are attached with this.

Minutes are confirmed.

Meeting was Chaired by..... **COORDINATOR**

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

Ashoka Business School, Nashik

Ashoka Business School, Nashik

2022-23

IQAC

Meeting Mode: Offline

Venue: Board Room

Date: 08/ 04/2022

Time: 10:30 am.

Agenda

- To review and confirm the minutes of last meeting.
- To review IQAC planned activities.
- To review Academic and Admin Audit Report & action plan on recommendation by peer team.
- To Plan quality practices at institute level through “Mission 2025” program.
- Review of financial assistance utilization by faculties.
- Review of functional MOUs and Collaborations and plan for international MOU.
- Review of Alumni sessions conducted in 2020-21 by alumni students’ current Student & to plan for Alumni Meet.
- Placement status for 2020-21 batch & planning for 2021-22.
- AQAR status for 2020-21.
- To review AAA with all criteria Leaders.
- Any other points if any with the permission of Chairman.

Ashoka Business School, Nashik

Members:

- Chairperson: Dr. D. M. Gujarathi (Director, ABS)
- Member from Management Dr. Narendra Telrandhe (Administrator, AEF)
- Member: Mr. Venkat Venkitachalam (Nominee from Industry)
- Member: Ms. Sneha Awasthi (Nominee from Alumni)
- Member: Dr. Vikas Gaundare (Faculty)
- Member: Dr. Vaibhav Bhalerao (Faculty)
- Member: Ms. Manisha Bhamre (Faculty)
- Member: Mr. Harshal Dayma (Faculty)
- Member: Mrs. Tanaya Patil (Faculty)
- Member: Mrs. Pooja Gholap (Faculty)
- Member: Mr. Shashikant Shimpi (Administrative Staff member)
- Member: Mr. Vishal Sonkambale (Administrative Staff)
- Member: Mr. Saurabh Tiwari (Nominee from Student)
- Member: Ms. Aishwarya Chawala (Nominee from Student)
- IQAC Coordinator Dr. Mrs. Sarita A. Dhawale

Leave of Absence was granted to the following members:

1. Member: Mr. Venkat Venkitachalam (Nominee from Industry)
2. Member: Mr. Harshal Dayma (Faculty)
3. Member: Mr. Saurabh Tiwari (Nominee from Student)
4. Member: Ms. Aishwarya Chawala (Nominee from Student)

Ashoka Business School, Nashik

IQAC Coordinator welcomed and briefed the committee members about the agenda.

IQAC members, after exchange of ideas and thoughts made the following resolutions:

Agenda Item 1: Review of the Earlier Meeting:

The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members

Agenda Item 2: To review report of the AAA Peer Team and set strategies accordingly to

Fulfill the suggestion Resolution: Review of report of AAA Peer Team was done with discussions and critical evaluation. Further it was resolved to set out strategies for next 3 years and initiate compliance of the AAA Peer Team recommendations.

Proposed by: Principal Dr. Sarita Dhawale

Seconded by: Dr. D.M Gujarathi

Agenda Item 3: To prepare academic calendar of the year and update teacher's diary

Resolution: The academic calendar should be revised by IQAC and circulated to all the stake holders ,
Proposals and plan of actions need to be updated accordingly for the coming year Acad. Planning.

Proposed by: Dr Vikas Gaundare Academic coordinator

Seconded by: Dr D.M Gujarathi

Agenda Item 4: Placement activities

Resolution: The placement activities should be strengthened. The placement cell should arrange more placement sessions with the help of alumni. Seminar sessions and interactive sessions should be arranged for soft skill development and career guidance should be provided through professional agencies.

Proposed by: Dr D.M Gujarathi

Seconded by: Dr.Vaibhav Bhalerao

Ashoka Business School, Nashik

Agenda Item 5: Academic and Administrator audit of the college

Resolution: The academic and administrative audit has been conducted by appointing external Agency and the AAA Report have been discussed in detailed by IQAC coordinator with all members. Plan of action will be prepared to work upon the recommendations given by the peer team members.

Proposed by: Dr Sarita Dhawale

Seconded by: Dr. D.M Gujarathi

Agenda Item 6: PBAS awareness among the faculty

Resolution: The awareness program for faculty regarding Performance Based Appraisal System (PBAS) should be properly designed and Performance appraisal forms need to be filled by all the candidates for this year, conveyed by Director Dr. D. M. Gujarathi to all the teachers who are due for their promotions.

Proposed by: Dr D. M. Gujarathi

Seconded by: All Members

Agenda Item 7: To review Research Centre status- Ph.D. Programs

Resolution: In order to increase the research activity on the campus IQAC has conveyed to Research Dept. to share the status of Admission and approval status of two candidates of Ph.D. programs.

Ph.D. : Human Resource Management

Number of Students registered: 02

Proposed by: Dr. Vikas Gaundare

Seconded by: Dr. D.M.Gujarathi

Item 8: Submission of proposals for Faculty Development Programs, Major, and Minor Research projects and conference/ seminar/ workshop

Resolution: The college should submit proposals for Faculty Development Programme (FDP) and Head of the departments should submit proposals for National, State level and

Ashoka Business School, Nashik

University level conferences, workshops and seminars under quality improvement program. The faculty members shall submit proposals for Major-Minor research projects to different funding Agencies during academic year.

Proposed by: Prof. Pooja Gholap

Seconded by: Dr Sarita Dhawale

Agenda Item 9: Chalk out Perspective plan for the next 3 years

Resolution: Issues related with the Perspective plan had been discussed. The important issues and the items to be included were discussed. The IQAC committee recommended the coordinator to Chalk out the 3 year perspective plan of the college

Proposed by: Dr Sarita Dhawale

Seconded by: Director Sir

Agenda Item 10: Reformation of the IQAC composition

Resolution: Principal Dr. D.M Gujarathi sir suggested changes in the IQAC Committee and after Reviewing the names new committee will be formed for the coming academic year.

Agenda Item 11: Any Other issues

Resolution: The IQAC coordinator suggested to introduce additional skill oriented, value loaded programs for the students and to conduct faculty development programs.

The vote of thanks was proposed by the coordinator.



COORDINATOR
Internal Quality Assurance Cell
Ashoka Business School, Nashik.