

Minutes of IQAC Meeting

The 1<sup>st</sup> Meeting of Internal Quality Assurance Cell (IQAC) of the Ashoka Business school, Nashik was held on 15<sup>th</sup> Sept. 2017 at (3:30pm) at Board Room of Ashoka Business School.

Director, Dr. Rajendra Takale had announced the establishment of Internal Quality Assurance Cell for the Institute. He welcomed all the members for the first meeting.

Constitution of the IQAC as per guidelines for the Creation of the IQAC of National Assessment & Accreditation Council, Bengaluru,

AEF'S Ashoka Business School, Nashik  
Internal Quality Assurance Cell (IQAC)

Sr. No.	Name of the Person	Designation	Contact Detail
1)	Dr. Rajendra Takale (Chairperson: Head of Institute)	Director	
2)	Mr. Vaibhav Bhalerao	Asst. Professor	
3)	Ms. Manisha Bhamre (Three to eight Teacher to represent all level)	Asst. Professor	7588342884
4)	Dr. D. M. Gujarathi (One Member from the Management)	Director (H.E) A.E.F	9822036131
5)	Mr. Sagare Manjarekar	Representative Sr. Admin. Officer	
6)	Mr. Shashikant Shimpi (Senior Admin. Officers)	Sr. Clerk	9881408217

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|----|--|-----------------|------------|
| 7) | Ms. Sneha Awasthi<br>(Alumni nominee)                    | Member          | 8872051254 |
| 8) | Mr. Venkat Venkitachalem                                 | Member          | 9890533358 |
| 9) | Dr. Vikas Gaundate<br>(Sr. Teacher as IQAC Co-ordinator) | Asst. Professor | 9975561199 |

During the Meeting following points were discussed —

1. Announcement of the composition of IQAC —  
 Chairperson i.e. Director Dr. Rajendra Takate has announced the establishment of IQAC for the Institute. All the members were welcomed by him for the first meeting.
  
2. Introduction of the IQAC  
 The co-ordinator of IQAC has read out the objectives, strategies, benefits and functions of IQAC guidelines provided by under NAAC. Director of the Institute has explained the major objective behind establishing IQAC for synchronizing the efforts for the improvement in functioning of the Institute.
  
3. To conduct the IQAC meeting once per Semester.  
 It was decided unanimously that to conduct IQAC members meeting once in per Semester as per the NAAC Guidelines.

4. The possibilities for # Synchronizing ISO and Quality Assurance & Guidance Cell (QAG) which works centrally were also discussed during the meeting. Director - AEF addressed this issue and mentioned the importance of IQAC at unit level.

5. It was suggested that to attend the NAAC related conferences, workshops by the members and faculties to understand the NAAC guidelines.

6. Preparation for NAAC Work -

Director of the Institute addressed the need of NAAC Accreditation for the Institute. The responsibility was assigned to the IQAC Coordinator to look into the NAAC IQA and SSR preparations. It was decided that the work of NAAC as per 7 different criteria will be divided among the faculties for the preparation of self study Report (SSR) of the Institute.

7. Any other Relevant point -

IQAC Coordinator has recommended the inclusion of Alumni <sup>Society</sup> nominee and student nominee in the IQAC as a member as per the guidelines provided by NAAC for IQAC composition. It was accepted by the chairperson and other members.





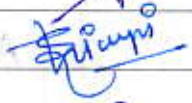


The meeting was over with vote of thanks

There was no other points to discussed, hence to decided to meet for the next meeting.




Dr. Rajendra Takale  
Director  
DIRECTOR  
ASHOKA BUSINESS SCHOOL

Following Members were present for the Meeting -

Sr. No.	Name	Designation	Sign
1.	Dr. Rajendra Takale	Chairperson	
2.	Mr. Vaibhav Bhele	Faculty Member	✓
3.	Ms. Manisha Bhamre	Faculty Member	
4.	Dr. D. M. Gujarathi	Management Member	
5.	Mr. S. A. Manjarekar	Admin. Officer	
6.	Mr. Shashikant Shimpi	Sr. Admin officer	
7.	Ms. Sneha Awasthi	Alumni Member	
8.	Mr. Venkat Venkateshale	Industry Member	
9.	Dr. Vikas Gaundane	IAAC Coordinator	