

Date: 21st September 2019
MRM No.: 01/2019
Date / Time of MRM: 21st September 2019 / Time: 9.00am to 1.30 pm.
Venue: 2nd Floor Conference Room, AEF, Wadala.

Participants:

Sr. No.	Name	Sr. No.	Name
1.	Mr. Ashokji Katariya	2.	Dr. W. N. Bhende
3.	Mr. Venkitachalam	4.	Dr. Ajay kumar Ingale
5.	Mr. Yogesh Joshi.	6.	Mrs. Priti Sonar.
7.	Prof. Harsha Patil	8.	Mr. Lokesh Surana
9.	Dr. Vikas Gaundare (partly)	10.	Ms. Sneha Awasthi (partly)
11.	Prof. Samruddhi Chepe	12.	Mrs. Vandana Sharma (partly)
13.	Mr. Shashikant Shimpi	14.	Prof. Santosh Rukari
15.	Mr. Chanrashekhar Aher	16.	Prof. Asha Thoke
17.	Mr. Parmeshwar	18.	Prof. Sarita Varma
19.	Mrs. Smita Borade	20.	Mr. Joy Merina
21.	Dr. Ahire.	22.	Dr. Manisha Shirsath.
23.	Dr. Rekha Patil	24.	Mr. Alpna Sonaje
25.	Mrs. Jayashri Darade	26.	Mrs. Dukle
27.	Mr. Sawadekar	28.	Mr. Baste
29.	Nikumbh	30.	Mrs. Sushama
31.	Mr. Wasim	32.	Mr. Shaijesh Nair

- The meeting was conducted and presided over by Hon Chairman, Mr. Ashokji Katariya.
- Dr. W. N. Bhende, MR, gave introductory remarks, and apprised the participants of :
 - MRM presentation in two parts—First part being the PRM conducted Unit wise, as per prescribed parameters and norms of 2015 version of ISO 9001; and the second part being the presentation to top Management corresponding to issues (Risks and Opportunities) to be addressed centrally.
 - The present status in reference to internal audit (IQA-1) conducted recently.
- Presentations were screened in the sequence, as follows:
 - MR Presentation: Dr. Wasudeo Bhende, Mr. Yogesh Joshi.
 - Ashoka Center for Business and Computer Studies: Mrs. Harsha Patil, Mr. Lokesh Surana, Mrs. Pratima Bhalekar, Mrs. Sonali Ingale.
 - Ashoka International Center for Educational Studies and Research: Mr. Santosh Rukari, Mrs. Samruddhi Chepe.
 - Purchase and Stores: Mr. Aher. & Mr. Joy
 - QAG-Mr. Yogesh Joshi.
 - Ashoka Business School: Dr. Vikas Gaundare, Mrs. Vandana Sharma
 - Ashoka College of Education : Dr. Ingale., Mrs. Asha Thoke
 - HR Dept: Mr. Yogesh Joshi.
- Hon. Chairman Mr. Ashokji Katariya expressed his views during the presentation as well as at the closing note.
- Mr. Venkitachalam contributed and provided inputs during the presentation of ABS and also for other units.
- Dr. W. N. Bhende expressed vote of thanks.

Points discussed in the Management Review Meeting-

A) For MR-HE/Director:

Sr No.	Particulars	Points of discussion for compliance
1	Effective execution of Class Observation Mechanism.	Adherence to Class Observation schedule and mechanism should be practiced effectively. Unit heads and Central management should conduct this activity on priority.
2	-Issue of leakages at Chandsi premise. -Proper Infrastructure for AICESR. -Projection plan for AICESR and ACE.	-At Chandsi premise, the issue of rain water leakage should be addressed with the help of ABL authorities. Internal colouring and lighting process should be planned for due closure. -Hon Chairman suggested planning shifting of AICESR at AGA premise for the period of three years. -For permanent solution, the projection plan should be prepared for AICESR and ACE to excel.
3	Excellence in Communication for Staff and Students	-Every staff member should be given the log-in credentials of SPRUCE portal, and the result of all tests given by every individual should be analysed to identify the gap, which should be bridged through some mechanism, in which the onus should be transferred to staff member to excel. -The similar mechanism should be extended to the new entrant students, through monitoring by respective Mentors.
4	Assistance to purchase Laptops for Staff.	-Identify the staff members who wish to avail the scheme for financial assistance to own the laptop and arrange to procure through purchase dept. as per the policy in force.
5	The revised objectives for Academic domain should be followed for due POA and execution.	Revised Objectives for Academic Activities: 1. To improve the Proficiency of the Faculty 2. To Maintain the Attendance as per Organizational Policy 3. To Minimize Students' Complaints 4. To Achieve 3% More Results than Last Year Results 5. To Create Great Teachers 6. To establish Mentorship Mechanism for Students to confirm— -Academic performance -Placement or Entrepreneurship -Research by students-Individual and/or group with faculty
6	To start Certificate courses independently and/or in coordination with different organizations.	-MOU signed with different Organizations should be effectively practiced to offer Certificate courses to the students.`
7	University Gold Medal for B.A.B.Ed. course at ACE	-Call should be taken for due closure on the proposal to start University Gold Medal for BA.B.Ed. In case, if University cannot

		establish it, the process should be initiated to start Gold Medal by AEF.
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B)For Unit Heads:

Sr No.	Particulars	Points of discussion for compliance
1	-Media coverage to Faculty Achievements and publications. -Facilitating Faculty Members to upgrade qualification.	-Formal mechanism should be in place for media coverage of achievements in the national newspapers like Times of India. -Staff Academy should take due measures for keeping tab on progress made by every individual to upgrade qualification (SET/NET, Ph.D.). -Also the research by students individually or in a group with Faculty should be monitored for confirming planned progress.
2	Single Use plastic free Campus	-Every Unit will plan relevant activities to make the campus free of single use plastic. -Also the coordination should be confirmed with Eco-club, functional at ACE, to conduct the relevant activities.
3	NAAC related preparation	NAAC related work should be planned and documented through IQAC cell on regular basis, with periodic closure.
4	Research Centre at ABS	The required arrangements of Faculty and infrastructure should be made to establish the Research centre functional and approved by the University.
5	Extra inputs to the students of education stream (B.Ed. Courses)	Management subjects should be taught to students of education stream for their further growth in the field of marketing, admin., purchase ,accounts etc.
6	BBA-MBA Connect	Structured activity should be in place for regular connect between students of BBA and MBA.
7	Unit Ranking should be of "O" category	Monthly reporting mechanism should be monitored strictly for timely submissions and output results in enhanced category.
8	Attendance of Students should be monitored with the target of 100%	The output of Log Book for attendance of students should be monitored on daily basis. The weekly and Monthly reports should be used for due closure to address defaulters.
9	Communication skills training	Inputs by spruce must be evaluated immediately for the faculties and the training must be received with initiative and pace by the faculties.
10	Ashoka Internship program at AICESR and ACE	The program is planned for selected students, hence it should be executed to get all students absorbed in Ashoka group of Schools.
11	Admission in ACBCS	-The geographical area around Chandsi, spanning over few kilometres should be targeted for effective connect with Schools to increase local admissions. -Also to facilitate influx from distant places and other districts, the hostel arrangement should be explored in the nearby locality.

12	Feedback from Alumni	The mechanism should be developed to get feedback from Alumni who are either pursuing higher education and or employed, to understand the gap they experience to excel, which can be the agenda to articulate the plan of action for student's activities.
13	Exposure to Students	All students must be motivated to participate for various competitions like business plan, start up, competitive examinations etc.

B) For QAG Head:

Sr. No.	Particulars	Points of discussion for compliance
1	Student's participation in QAG activities should be effectively enhanced.	Different Cells formed under QAG may be called as Clubs monitored by the committee of students under the guidance of the Faculty.

C) For HR Section-

Sr. No.	Particulars	Points of discussion for compliance
1	The human resource should be empowered.	Measures should be taken to: -Revisit competency matrix and training need identification. It should be reviewed after every appraisal. -The training should be imparted, centrally and/or Unit wise, as per identified need. -Structured program for judging effectiveness should be established at pre and post training sessions.

D) For stores Section-

Sr. No.	Particulars	Points of discussion for compliance
1	Managing use and disposal of material procured for physiotherapy and Nursing courses	The comprehensive list of the material procured should be prepared to show the status of its use and/or disposal required.

QAG Head