

ASHOKA EDUCATION FOUNDATION
ASHOKA CENTER FOR BUSINESS AND COMPUTER STUDIES
ACADEMIC AND ADMINISTRATIVE AUDIT
2021-22

DATE OF AUDIT: 04th August 2022

PEER TEAM OBSERVATIONS/SUGGESTIONS

Major objectives of AAA:

1. To understand the existing system and assess the strengths and weaknesses of the Departments and Administrative Units and to suggest the methods for improvement and for overcoming the weaknesses.
2. To identify the bottlenecks in the existing administrative mechanisms and to identify the opportunities for academic reforms, administrative reforms and examination reforms etc.
3. To evaluate the optimum utilization of financial and other resources.
4. To suggest the methods for continuous improvement of quality keeping in mind criteria and reports by NAAC and other bodies.

1. Introduction

Established in June 2009 by Ashoka Education Foundation with various courses of Higher Education. Ashoka Center for Business and Computer Studies has come forward to share this responsibility by providing qualified Professionals to the existing industries.

Institute offers high-quality programs in different areas Computer Science, Computer Applications and Business Administration and Commerce having UG & PG programs. Institute affiliated to Savitribai Phule Pune University & Recognized by Govt. of Maharashtra.

B.Sc - Bachelors of Science (Comp. Sci)	80
B.B.A - Bachelors of Business Administration	80
B.B.A.(CA)- Bachelors of Business Administration (Computer Application)	80
B.Com.- Bachelors of Commerce	120
M.Sc.(CA)- Master of Science in Computer Application	30

2. About the institution Head and IQAC :

Principal: Dr. Harsha Patil

IQAC Coordinator: Asst. Prof. Pratima Bhalekar

IQAC composition is witnessed by the peer Team during the Visit and found in continual development.

3. Criterion-wise Observations, Comments and Suggestions

(based on the spot visit to the Departments and the facilities during the audit.)

a. Curricular Aspects:

Curricula developed / adopted have relevance to the local / national / regional developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of the entire program offered by the University. Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum. Regular feedback system is observed. Industrial visit can be included in 1.3.4 along with necessary proofs (permission letter, photograph, report). Academic calendar is properly followed. Feedback from stakeholder on curriculum be communicated to concern authorities for further upgradations.

b. Teaching, Learning & Evaluation :

Course material – given to students for “self-study” in advance and further discussed in the class. This is a time saving method for faculty. Demands of future employers are kept in mind while drawing the curriculum. Good efforts taken on advance learners to motivate and give special time to them by faculties. Sessions to motivate average learners are appreciable. Good efforts by faculty to manage catering to student diversity. Corrective actions are taken by the college time to time based on student satisfaction survey. Transparent Evaluation process by taking systematic test, exams on a regular interval. Learning Management System (LMS) or dedicated YouTube channel can be launched for effective online teaching-learning process.

c. Research, Consultancy & Extension:

Institute has a well-planned library and internet facility to cater to the needs of research. Adequate facility for research scholars. Leadership is encouraged among students by outreach programmes to inculcate social concern and practical approach towards life. Innovation Idea Competition, EUREKA, develops innovation and research culture among students. Institute has conducted planned extension activities through number of committees. Faculties shall be encouraged to participate in National Level Competitions to win distinguish Awards not only in research but also in education, leadership, case study design & development awards. Patents and copy rights can be initiated by senior researchers or doctorates. Institute is suggested to develop the well-planned structure for resource mobilization.

d. Infrastructure & Learning Resources

Institute has a well-designed environment friendly campus, class rooms and seminar Hall, IT Lab etc. There is ample facility for indoor and outdoor games. It has library with varied choice of subjects in multidisciplinary area books. Books and journals are properly maintained. Hygienically maintained campus. IT Labs are fulfilled with all required resources. Online access to e-resources available in library can be provided to faculty and students.

e. Student Support & Progression

Students are benefited by scholarships and freeships provided by the Government and Non-Government agencies. Institute is awarding the scholarship to the meritorious students to motivate and encourage in academic progression. Students are benefitted by guidance for competitive examinations and career counselling offered by the institution. Quality placement at UG level especially in IT courses are appreciable. It is a matter of pride that this college is encouraging the faculty and students to publish their creative output through in-house bulletin on regular interval. It is a rare privilege of this college to have established SPPU MBA Distance Education study centre which is taking the higher education to the doors of the otherwise deprived aspirants who are working and cannot attend regular College. College is regularly conducting special and invited lectures from eminent scholars for student's progression. The institute should try for scholarships to needy students from NGOs and private organizations under CSR fund.

f. Governance and Leadership

IQAC is proactive in innovating curriculum on a regular basis. Faculty performance is evaluated effectively. Student performance is evaluated effectively. Assessment of their financial resources, mobilisation and utilisation reveals that their system is robust and fully automated with substantial corpus reserves. The internal revenue generation system is impressive. The audit mechanisms and its compliance are as per financial and accounting norms. An ERP system for better e-governance and file tracking system is in place. IQAC conducts student's orientation as well as faculty induction & enrichment activities on regular interval. Management of Academics is encouraging and in progressive mode. Financial assistance is given to faculty to motivate and enhance their core knowledge, can be increased more as there are many changes expected by statutory bodies. Need to increase in fund generation from various organizations.

g. Innovative Practices

Out of two Best practices one practice should be related to teaching learning. Best practice can be planned for better utilisation of the Institute and shall have progressive and better outcome in the consecutive years. Some percentage of power requirement of the college can be met by establishment of renewable energy sources. More activities need to be conducted for the students on human values and ethics.

4. SWOC Analysis

Strengths:

- Decentralized and participative management that helps governance and leadership.
- State of the art infra & Sports facility.
- Well qualified faculty.
- Good Research efforts at UG Level students.
- Adequate research infrastructure of (IT Laboratory and Library).
- Diversified Resources for students and faculty development program.
- Alumni participation in mobilizing additional resources.
- Evidence of good efforts by NSS for social contribution to showcase locational advantage and extension activities by students.

Weaknesses:

- Less Industry linkages.
- Lack of funding for research projects and non-research activities particularly from NGOs and other bodies.
- Lack of Interdisciplinary Certificate Courses for students for Industry Readiness.
- Lack of communication with external academic institutes & professional bodies for learning purpose or resource exchange.

Opportunities:

- To enhance the student or faculty exchange with external Colleges/Universities/ Industries
- Scope for multidisciplinary approach in teaching Learning mechanism as per NEP guidelines.
- To undertake industry sponsored IT projects for funds generation.
- More MOUs with IT companies for IT students and MOUs with Research institutes for management students for social projects.
- Devising suitable mechanisms for catering to soft skills and industry or post graduate needs in certain areas. (e.g. Content writing / Negotiation Skill for marketing, Soft Skills for HR, Portfolio mgmt. skills for Finance, Analytical skills for IT) for students
- Scholarships from NGOs and private organizations for needy students

Challenges:

- Devising suitable mechanisms for catering to soft skills and industry needs in certain areas.
- To enhance the diversity of its faculty resources from different parts State/Country.
- Enhancing its competitive and comparative credentials with regard to both national and international institutions.

5. Suggestions and Recommendations

1. Introduce interdisciplinary or multidisciplinary Courses as per NEP guidelines.
2. Utilize the Resources of the library for enhancing the more flexibility to students and faculties.
3. Feedback by stakeholders on curriculum should be communicated to concern Board of Studies (BOS) of University as suggestions for updates.
4. Learning Management Systems (LMS) or YouTube channel of Institute for online and effective teaching-learning process
5. Increase the funded projects by individual faculty.
6. Increase the number of doctorates.
7. Increase Industry Academic Connect for the courses like BBA, BBA- CA
8. Graduation outcomes – notify the learning difficulties of the students and fill the existing gaps
9. Conduct activities in collaboration with other Academia Institutes /universities.
10. Faculty members are insisted to attend the programs like Conferences, Faculty Development Program (FDP), Seminars and Workshops in the reputed Institutions and also shall join various professional bodies for better Industry linkage.
11. Elite Students can be motivated to take up the internship in the Industry.
12. Statistical tools should be used by faculties for research analysis, this can motivate the students to apply these tools in analytical subjects too.
13. Various students support schemes and competitions can be oriented to students to make them ready for external entities to work with.

14. Employability Readiness Program (ERP) can be designed and implement from first year to measure competency of the students in collaboration with Placement companies (especially IT L & T InfoTech, Cognizant, Infosys, and TCS etc.) for students for better union of Industry-Academia. Industry MOU's can be made with above companies or with Govt agencies too.
15. Faculty be encouraged to go for more minor and major research projects funded by funding agencies
16. Need to increase of funds from Alumni. The valuation of donations given by alumni in the form of books, equipment or any infrastructural facilities may be done from the auditor of the institute for the record.
17. Need to initiate the establishment of renewable energy sources to meet power requirement in campus (Solar panels and lamps).

Institute Name: Ashoka Center For Business & Computer Science				
AAA Evaluation Report				
Date: 4th August-2022				
Sr. No	Name	Key Indicators	Marks Weightage	Marks Obtained
1	Criterion – I: Curricular Aspects	1.1 -A Curricular Planning and Implementation	25	20
		1.1 -B Curricular Planning and Implementation	25	18
		1.2 Academic Flexibility	40	34
		1.3 Curriculum Enrichment	40	32
		1.4 Feedback System	20	18
			150	122
2	Criterion – II: Teaching, Learning and Evaluation	2.1 Student Enrolment and Profile	20	12
		2.2. Catering to Student Diversity	30	25
		2.3. Teaching- Learning Process	50	40
		2.4 Teacher Profile and Quality	50	38
		2.5. Evaluation Process and Reforms	50	44
		2.6 Student Performance and Learning Outcome	50	42
		2.7 Student Satisfaction Survey	50	45
			300	246
3	Criterion – III: Research, Innovations and Extension	3.1- Resource Mobilization for Research	40	18
		3.2- Research Publication and Awards	40	22
		3.3- Extension Activities	50	41
		3.4 – Collaboration	20	11
			150	92
4	Criterion – IV: Infrastructure and Learning Resources	4.1 Physical Facilities	30	25
		4.2 Library as a learning Resource	20	13
		4.3 IT Infrastructure	30	22
		4.4 Maintenance of Campus Infrastructure	20	16
			100	76
5	Criterion – V: Student Support and Progression	5.1 Student Support	30	26
		5.2 Student Progression	30	24
		5.3 Student Participation and Activities	30	25
		5.4 Alumni Engagement	10	7
			100	82

6	Criterion – VI: Governance, Leadership and Management	6.1 Institutional Vision and Leadership	10	9
		6.2 Strategy Development and Deployment	10	9
		6.3 Faculty Empowerment Strategies	30	20
		6.4 Financial Management and Resource Mobilization	20	15
		6.5 Internal Quality Assurance System	30	22
			100	75
7	Criterion – VII: Institutional Values and Best Practices	7.1 Institutional Values and Social Responsibilities	50	39
		7.2 Best Practices	30	18
		7.3 Institute Distinctiveness	20	14
			100	71
		Total	1000	764

Name & Signature of the Chairman and Members:



Dr.M.N.Shelar
Associate Professor & IQAC Member
K.T.H.M College,Nashik



Dr.N.D.Gaikwad
Associate Professor & IQAC Coordinator
K.T.H.M College, Nashik



Dr. Sarita Dhawale
Associate Professor & IQAC Coordinators
Ashoka Business School, Nashik

**ACADEMIC AND ADMINISTRATIVE AUDIT
2021-22****DATE OF AUDIT: 04th August 2022****AUDIT TEAM:**

1. Dr. Harsha Patil, IC Principal ACBCS, Nashik	Convener
2. Ms. Pratima Bhalekar Vice Principal-BBA(CA) & IQAC Coordinator, ACBCS, Nashik	Co-Convener
3. Dr. Manisha Shirsath Academic Coordinator ACBCS, Nashik	Internal Member
4. Dr. Sarita Dhawale Associate Professor & IQAC Coordinators Ashoka Business School, Nashik	External Member
5. Dr.M.N.Shelar Associate Professor & IQAC Member K.T.H.M College, Nashik	External Member
6. Dr.N.D.Gaikwad Associate Professor & IQAC Coordinator K.T.H.M College, Nashik	External Member

Name & Signature of the Chairman and Members:**Dr.M.N.Shelar**
Associate Professor & IQAC Member
K.T.H.M College, Nashik**Dr.N.D.Gaikwad**
Associate Professor & IQAC Coordinator
K.T.H.M College, Nashik**Dr. Sarita Dhawale**
Associate Professor & IQAC Coordinators
Ashoka Business School, Nashik

Follow up Action Taken on AAA conducted on 4th August,2022

ACBCS has conducted Academic and Administrative Audit(AAA) on 4th August ,2022. ACBCS team has diligently worked on implementing various recommendations to enhance the overall effectiveness and efficiency of our institution. Below is a summary of the progress made on suggestion:

1. Interdisciplinary or Multidisciplinary Courses:

- Established a committee to develop new courses following NEP guidelines.
- Scheduled meetings with relevant departments to discuss course structures and implementation plans.

2. Utilization of e-Resources:

- Conducted orientations for students and faculty on accessing and utilizing e-resources.
- Enhanced the library's online catalog and resources for greater accessibility.

3. Communication of Stakeholder Feedback:

- Compiled stakeholder feedback on curriculum and presented it to the Board of Studies.
- Established a mechanism for regular updates and revisions based on feedback received.

4. Implementation of Learning Management Systems (LMS) and YouTube Channels:

- Planning to deploy LMS for online teaching and learning purposes.
- Many staff has developed their YouTube channel for educational content.

5. Increase in Faculty Funded Projects:

- Encouraged faculty members to apply for funding opportunities.
- Provided support and resources for grant proposal development.

6. Boosting Doctoral Programs:

- Expanded recruitment efforts for doctoral candidates.
- Enhanced support services for doctoral students to ensure their success.

7. Enhancement of Industry-Academia Connect:

- Organized industry interaction sessions for relevant student cohorts.
- Established partnerships with industry stakeholders for internships and collaborative projects.



8. Improvement in Graduation Outcomes:

- Implemented a student support system to address learning difficulties.
- To bridge the gap between industry and academia, various industry expert sessions are conducted.

9. Promotion of Collaboration with Other Institutions:

- Fostered partnerships with academia institutes and universities through joint events and projects like "Eureka".

10. Encouragement of Faculty Professional Development:

- Promoted faculty attendance at relevant conferences, FDPs, seminars, and workshops.

11. Motivating Students for Industry Internships:

- Our training and placement Cell promote industry internships among high-achieving students.

12. Promotion of Statistical Tools Usage:

- Planned workshops and training sessions to familiarize faculty with statistical tools for research analysis.
- Encouraged faculty to incorporate statistical analysis into their teaching methods if applicable.

13. Orientation of Student Support Schemes and Competitions:

- Organized orientation sessions to introduce students to various support schemes and competitions.
- Provided mentorship and guidance to students participating in various competitions.

14. Increasing Alumni Contributions:

- Strengthened alumni engagement initiatives to foster a sense of pride and ownership among graduates



IQAC Coordinator

Co-Ordinator

Internal Quality Assurance Cell (IQAC)
Ashoka Center for Business & Computer
Studies, Nashik-422 003



Principal

PRINCIPAL

Ashoka Education Foundation's
Ashoka Center for Business and
Computer Studies, Nashik