

SBS/2023/Nbaa/Cr.G.S.2



SHANTINIKETAN Business School

Approved by AICTE, Min. of HRD Govt. of India,
DTE Mumbai & RTMNU, Nagpur.

Managed by Shantiniketan Bahu-Uddeshiya Sanstha

30.06.2023

Criteria 6.5.2	<p>Quality assurance initiatives of the institution</p> <ol style="list-style-type: none">1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented2. Academic and Administrative Audit (AAA) and follow-up action taken3. Collaborative quality initiatives with other institution(s)4. Participation in NIRF and other recognized rankings5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.
Findings of DVV	<p>HEI to pl submit supporting documents to relevant including 1. Proceedings of meetings of IQAC, Feedback analysis and action taken report. 2. Activities conducted under collaborative quality initiatives with other institutions. 3. Supporting documents pertaining to NIRF (along with link to the HEI's ranking in the NIRF portal). 4. NAAC/ISO certificate / NBA certificate or quality certificate from any recognized state/national / international agencies for the assessment period."</p>
Response/ Clarification	<ol style="list-style-type: none">1. Proceedings of meetings of IQAC, Feedback analysis and action taken report. (Appendix – I)2. Activities conducted under collaborative quality initiatives with other institutions. (Appendix II)


Official Principal
Shantiniketan Business School
Nagpur

Appendix I

Shantiniketan Business School

Uppalwadi Kamptee Road, Nagpur

NOTICE

Date- 30th July 2019

All the Teaching and Non-teaching staff are hereby informed that, Internal Quality Assurance Cell (IQAC) is formed by College Development Section (CDC) on 25th July 2019. This notice is regarding to inform you about an upcoming meeting of the Internal Quality Assurance Cell (IQAC) at our institution. Your presence and active participation in this meeting are highly valued, as it is an opportunity for us to collectively discuss and enhance the quality of our educational practices.

The details of the meeting are as follows:

Date: 2nd August 2019

Time: 11 A.M




Officiating Principal
Shantiniketan Business School
Nagpur

SBS/2019/IQAC/18



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04.08.2019

Minutes of Meeting held on 2nd August 2019

IQAC meeting took place on 2nd August 2019, at 11 am. The IQAC coordinator welcomed to all the members and briefed them about the agenda of the meeting.

Agenda 1: Formation of IQAC

The process of forming the IQAC was discussed, where Prof, Vishranti Raut was introduced as an IQAC Co-ordinator, including the other members, their roles and responsibilities, and the proposed structure of the cell. The attendees actively participated in finalizing the composition of the IQAC and its leadership.

Agenda 2: Discussion on IQAC objectives and action plan:

Resolution: The Principal presented the objectives of the IQAC, emphasizing the importance of continuous quality enhancement and the role of the IQAC in achieving institutional goals

Agenda 3: Planning of Activities

Resolution: Planned to conduct social extension activity and Seminar or workshop for the academic year 2019-20.

Agenda 4: Value Added Courses



Resolution: Discussion was made to introduce more value added courses from the current session. Planned to guide students about NPTEL Swayam MOOCs courses.


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Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

Members Present in the Meeting held on 2nd August 2019

Sr No.	Name	Designation	IQAC Designation	Signature
1.	Vivek N. Katare	Officiating Principal	Chairperson	
2.	Vishranti Raut	Assistant Professor	IQAC Coordinator	
3.	Ketan Dharkar	Assistant Professor	Member	
4.	Renu Shamnani	Assistant Professor	Member	
5.	Payal Kango	Assistant Professor	Member	
6.	Vinod Dubey	Head Clerk	Member	
7.	Vasudeo Tekam	Librarian	Member	




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Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

Internal Quality Assurance Cell (IQAC)

Feedback and Action Taken Report

IQAC Meeting	Sr No.	Resolution in the meeting	Action Taken for Implementation
IQAC Meeting held on 2nd August 2019	1	Planning of Activity	<ul style="list-style-type: none">• Tree plantation program was conducted under social extension activity• One day Seminar Conducted on IPR
	2	Plan to introduce more value added courses	Guidance provided by the faculties on registration of NPTEL MOOCs courses provided by SWAYAM platform so 33 students enrolled for the various courses




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SBS/2020/9QAC/12



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05/06/2020

Minutes of the Meeting held on 3rd June 2020

Agenda 1: Review of the previous IQAC meeting minutes held on 2nd August 2019

Resolution: The minutes of the previous IQAC meeting were reviewed and approved with proper action taken on agendas.

Agenda 2: Progress updates on assigned action plan in previous meeting

Resolution: Each member provided updates on the action plan assigned in the previous meeting. Accomplishments, challenges faced, and future plans related to the assigned tasks were discussed.

Agenda 4: Faculty Members to Attend conference and Seminar

Resolution: It was decided that all the faculty members must attend at least one seminar or conference during this academic year

Agenda 5: Planning of Activities

Resolution: Seminar or workshop to be conducted for the academic year 2020-21


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Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

NOTICE

Date-1/06/2020

All the Members of Institutional Quality Assurance Cell (IQAC) are hereby informed that a second meeting of the Institutional Quality Assurance Cell (IQAC) has been scheduled on 3rd June 2020 at 12 PM and your presence as an IQAC member is requested.




Officiating Principal
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NAGPUR

Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

Members Present in the Meeting held on 3rd June 2020

Sr No.	Name	Designation	IQAC Designation	Signature
1.	Vivek N. Katare	Officiating Principal	Chairperson	
2.	Vishranti Raut	Assistant Professor	IQAC Coordinator	
3.	Ketan Dharkar	Assistant Professor	Member	
4.	Renu Shamnani	Assistant Professor	Member	
5.	Payal kango	Assistant Professor	Member	
6.	Vinod Dubey	Head Clerk	Member	
7.	Vasudeo Tekam	Librarian	Member	




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Internal Quality Assurance Cell (IQAC)

Feedback and Action Taken Report

IQAC Meeting	Sr No.	Resolution in the meeting	Action Taken for Implementation
IQAC Meeting held on 3 rd June 2020	1	Faculty Members to Attend conference and Seminar	Some of the faculties published their research work in Scopus indexed journals
	2	Planning of Activities	Webinar was conducted on Rural Entrepreneurship Development and IPR




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Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

NOTICE FOR IQAC MEETING

Date-18.11.2020

All the Members of Internal Quality Assurance Cell (IQAC) are hereby informed that a second meeting of the Internal Quality Assurance Cell (IQAC) has been scheduled on 20th November 2020 at 10 AM and your presence as an IQAC member is requested.




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SBS/2020/IQAC/19



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23/11/2020

Minutes of the Meeting held on 20th November 2020

Agenda 1: Review of the previous IQAC meeting minutes held on 3rd June 2020

Resolution: The minutes of the previous IQAC meeting were reviewed and approved with proper action taken on agendas.

Agenda 2: Progress updates on assigned action plan in previous meeting

Resolution: Each member provided updates on the action plan assigned in the previous meeting. Accomplishments, challenges faced, and future plans related to the assigned tasks were discussed.

Agenda 3: To set the quality goals of institute by including teaching learning process during COVID time for academic year 2020-21

Resolution: Discussion was made to introduced ICT tools for teaching learning process

Agenda 4: To conduct more research activities for upcoming sessions including FDP/Workshop/Seminar/conference and Guest Lecture

Resolution: It was decided that seminar and workshop should be organized to enhance the quality of education. Faculties should do the faculty development programs. For collaborative learning MOU should be signed with the other colleges

Agenda 5: To take systematic review on feedback mechanism

Resolution: Student feedback form was framed and finalized for the next session that will cover all the aspects of academics


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Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

Members Present in the Meeting held on 20th November 2020

Sr No.	Name	Designation	IQAC Designation	Signature
1.	Vivek N. Katare	Officiating Principal	Chairperson	
2.	Vishranti Raut	Assistant Professor	IQAC Coordinator	
3.	Ketan Dharkar	Assistant Professor	Member	
4.	Mahesh Khandale	Assistant Professor	Member	
5.	Vishakha Mankar	Assistant Professor	Member	
6.	Navjyot Kaur	Assistant Professor	Member	
7.	Vinita Budhwani	Assistant Professor	Member	
8.	Vinod Dubey	Head Clerk	Member	
9.	Vasudeo Tekam	Librarian	Member	




Officiating Principal
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Internal Quality Assurance Cell (IQAC)

Feedback and Action Taken Report

IQAC Meeting	Sr No.	Resolution in the meeting	Action Taken for Implementation
IQAC Meeting held on 20 th November 2020	1	Teaching learning process during COVID time	Google class platform was used to deliver lectures, Faculties prepared online quiz for students, Power point presentation was used
	2	Faculties to do more FDP	Faculty Development Programs were completed by the faculties
	3	For collaborative learning MOU should be signed with the other colleges	MOU signed with Central India college of Business management and studies for faculty exchange program



Ushakshi
Officializing Principal
Shantiniketan Business School
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Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

NOTICE

Date-1st April 2021

All the Members of Internal Quality Assurance Cell (IQAC) are hereby informed that a Third meeting of the Internal Quality Assurance Cell (IQAC) has been scheduled on 5th April 2021 at 10 AM and your presence as an IQAC member is requested.




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SBS/2021/IQAC/09



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06/04/2021

Minutes of the Meeting held on 5th April 2021

Agenda 1: Review of the previous IQAC meeting minutes held on 16th November 2020

Resolution: The minutes of the previous IQAC meeting were reviewed and approved with proper action taken on agendas.

Agenda 2: Progress updates on assigned action plan in previous meeting

Resolution: Each member provided updates on the action plan assigned in the previous meeting which was held on 15th November 2020. Accomplishments, challenges faced, and future plans related to the assigned tasks were discussed.

Agenda 3: About Initiation of NAAC work

Resolution: Chairperson discussed that NAAC work is to initiate to inculcate culture of quality in institution. He also discussed the NAAC Accreditation and Assessment Process with all the members.

Agenda 5: Assignment of responsibilities

Resolution: IQAC coordinator discussed and allocated specific responsibilities about various criteria of NAAC to each member within the IQAC, considering their expertise and availability.

Agenda 6: To conduct more extension activity and add on courses

Resolution: IQAC coordinator suggested to conduct more social extension activity, guest lecture, add on courses through online mode to normalize the COVID condition for student

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Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

Members Present in the Meeting held on 5th April 2021

Sr No.	Name	Designation	IQAC Designation	Signature
1.	Vivek N. Katare	Officiating Principal	Chairperson	
2.	Vishranti Raut	Assistant Professor	IQAC Coordinator	
3.	Ketan Dharkar	Assistant Professor	Member	
4.	Mahesh Khandale	Assistant Professor	Member	
5.	Vishakha Mankar	Assistant Professor	Member	
6.	Navjyot Kaur	Assistant Professor	Member	
7.	Vinita Budhwani	Assistant Professor	Member	
8.	Vinod Dubey	Head Clerk	Member	
9.	Vasudeo Tekam	Librarian	Member	




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Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

Internal Quality Assurance Cell (IQAC)

Feedback and Action Taken Report

IQAC Meeting	Sr No.	Resolution in the meeting	Action Taken for Implementation
IQAC Meeting held on 5 th April 2021	1	About Initiation of NAAC work	All teaching and non-teaching were provided with NAAC Manual and instructed to study NAAC manual
	2	To conduct more extension activity and Add on courses	Saylor Academy Courses (Add on course through online mode) were added to normalize the COVID condition for student




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Kamptee Road, Nagpur

NOTICE

Date-7th August 2021

This is to inform you that, Internal Quality Assurance Cell (IQAC) is scheduled on 10th August 2021 at 3 pm. All the concerned are requested to make it convenient to attend the meeting.




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SBS/2021/IQAC/18



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13/08/2021

Minutes of the Meeting held on 10th August 2021

Agenda 1: Review of the previous IQAC meeting minutes held on 5th April 2021

Resolution: The minutes of the previous IQAC meeting were reviewed and approved with proper action taken on agendas.

Agenda 2: Progress updates on assigned action plan in previous meeting

Resolution: Each member provided updates on the action plan assigned in the previous meeting. Accomplishments, challenges faced, and future plans related to the assigned tasks were discussed.

Agenda 3: Review of NAAC work

Resolution: Review of NAAC work is taken criteria wise and IQAC cell suggested some changes in work method

Agenda 4: To discuss and planning for orientation program

Resolution: Decision was made to conduct orientation program for 1st year students.

Agenda 5: To conduct more Social extension activity, seminar and Workshop

Resolution: IQAC coordinator suggested to conduct more seminar and workshop on the topic of Research Methodology for the students and faculty. Decision was made to conduct social extension activity for the academic year 2021-22


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Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

Members Present in the Meeting held on 10th August 2021

Sr No.	Name	Designation	IQAC Designation	Signature
1.	Vivek N. Katare	Officiating Principal	Chairperson	
2.	Vishranti Raut	Assistant Professor	IQAC Coordinator	
3.	Ketan Dharkar	Assistant Professor	Member	
4.	Mahesh Khandale	Assistant Professor	Member	
5.	Vishakha Mankar	Assistant Professor	Member	
6.	Navjyot Kaur	Assistant Professor	Member	
7.	Vinita Budhwani	Assistant Professor	Member	
8.	Vinod Dubey	Head Clerk	Member	
9.	Vasudeo Tekam	Librarian	Member	




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Uppalwadi, Kamptee Road, Nagpur

Internal Quality Assurance Cell (IQAC)

Feedback and Action Taken Report

IQAC Meeting	Sr No.	Resolution in the meeting	Action Taken for Implementation
IQAC Meeting held on 10 th August 2021	1	To conduct more seminar and Workshop on Research Methodology	Workshop was conducted on "How to develop questionnaire and to conduct survey" for the students
	2	To conduct more extension activity	The COVID vaccine Drive for students was held in which free doses of vaccination were given to students under the guidance of physicians.



Utkal
Officiating Principal
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Nagpur

Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

NOTICE

Date- 3rd January 2022

This notice is regarding to inform you about an upcoming meeting of the Internal Quality Assurance Cell (IQAC) at our institution. Your presence and active participation in this meeting are highly valued.

The details of the meeting are as follows:

Date: 06.01.2022

Time: 10 A.M




Officiating Principal
Shantiniketan Business School
Nagpur

SBS/2022/ IQAC/ 03



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08.01.2022

Minutes of the Meeting held on 6th January 2022

Agenda 1: Review of the previous IQAC meeting minutes held on 10th August 2021

Resolution: The minutes of the previous IQAC meeting were reviewed and approved with proper action taken on agendas.

Agenda 2: Progress updates on assigned action plan in previous meeting

Resolution: Each member provided updates on the action plan assigned in the previous meeting. Accomplishments, challenges faced, and future plans related to the assigned tasks were discussed.

Agenda 3: Review of NAAC work

Resolution: Review of NAAC qualitative and Quantitative work is taken criteria wise.

Agenda 4: To decide on eco-friendly measures to reduce energy consumption in campus

Resolution: Discussion was made that tube lights and bulb are to be replaced with highly efficient LED bulbs to reduce energy consumption

Agenda 5: To review green initiative steps in campus

Resolution: It was brought to the notice of all IQAC members that, Green initiative like Tree Plantation is carried out annually in the campus

Agenda 6: To decide measures for Campus security

Resolution: Planned to install CCTV camera in the campus of institute

Agenda 7: To conduct more seminar workshop and Social extension activity

Resolution: planned to conduct more social extension activity for current session and also planned to organize more seminar and workshop for the students.

Chikata
Officiating Principal

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Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

Members Present in the Meeting held on 6th January 2022

Sr No.	Name	Designation	IQAC Designation	Signature
1.	Vivek N. Katare	Officiating Principal	Chairperson	
2.	Vishranti Raut	Assistant Professor	IQAC Coordinator	
3.	Ketan Dharkar	Assistant Professor	Member	
4.	Mahesh Khandale	Assistant Professor	Member	
5.	Vishakha Mankar	Assistant Professor	Member	
6.	Navjyot Kaur	Assistant Professor	Member	
7.	Vinita Budhwani	Assistant Professor	Member	
8.	Vinod Dubey	Head Clerk	Member	
9.	Vasudeo Tekam	Librarian	Member	




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Uppalwadi, Kamptee Road, Nagpur

Internal Quality Assurance Cell (IQAC)

Feedback and Action Taken Report

IQAC Meeting	Sr No.	Resolution in the meeting	Action Taken for Implementation
IQAC Meeting held on 6 th January 2022	1	To decide on eco-friendly measures to reduce energy consumption	LED bulbs and tube lights purchased
	2	To decide measures for Campus security	CCTV cameras installed throughout the campus
	3	To conduct more seminar workshop and Social extension activity	Women's Day was celebrated and organized a one day Seminar on "International Business: Scope and Application"




Officiating Principal
Shantiniketan Business School
Nagpur

Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

NOTICE

Date- 13th June 2022

This notice regarding to inform you about upcoming Internal Quality Assurance Cell (IQAC) which is scheduled on 16th June 2022 at 2 pm. All the members are requested to make it convenient to attend the meeting.




Officiating Principal
Shantiniketan Business School
Nagpur

SBS/2022/IQAC/013



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18/06/2022

Minutes of the Meeting held on 16th June 2022

Agenda 1: Review of the previous IQAC meeting minutes held on 6th January 2022

Resolution: The minutes of the previous IQAC meeting were reviewed and approved with proper action taken on agendas.

Agenda 2: Progress updates on assigned action plan in previous meeting

Resolution: Each member provided updates on the action plan assigned in the previous meeting. Accomplishments, challenges faced, and future plans related to the assigned tasks were discussed.

Agenda 3: Review of NAAC work

Resolution: Review of NAAC qualitative and Quantitative work is taken criteria wise.

Agenda 4: To conduct Industrial visits

Resolution: Planned to conduct industrial visits to improve efficiency of student by giving them practical experience.

Agenda 5: To discuss about the academic calendars for 2022-2023

Resolution: Academic calendar was discussed to prepare the lesson plan

Agenda 6: To take systematic review on feedback mechanism

Resolution: Student feedback form was framed and finalized for the next session that will cover all the aspects of academics

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Shantiniketan Business School

Uppalwadi, Kamptee Road, Nagpur

Members Present in the Meeting held on 16th June 2022

Sr No.	Name	Designation	IQAC Designation	Signature
1.	Vivek N. Katare	Officiating Principal	Chairperson	
2.	Vishranti Raut	Assistant Professor	IQAC Coordinator	
3.	Ketan Dharkar	Assistant Professor	Member	
4.	Mahesh Khandale	Assistant Professor	Member	
5.	Vishakha Mankar	Assistant Professor	Member	
6.	Navjyot Kaur	Assistant Professor	Member	
7.	Vinita Budhwani	Assistant Professor	Member	
8.	Vinod Dubey	Head Clerk	Member	
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Internal Quality Assurance Cell (IQAC)

Feedback and Action Taken Report

IQAC Meeting	Sr No.	Resolution in the meeting	Action Taken for Implementation
IQAC Meeting held on 16 th June 2022	1	To conduct Industrial visits	Industrial visit conducted at MANAS Group Bela, Nagpur
	2	To take systematic review on feedback mechanism	Students' feedback was collected using a Google form that included all aspects of academics.



Uikah
Officiating Principal
Shantiniketan Business School
Nagpur

Appendix II

Activity Conducted under Collaborative Quality Initiatives with other institution

Shantiniketan Business School

Uppalwadi Kamptee Road, Nagpur

One day Seminar on "Role of Government in Entrepreneurship Development"

Participants – 28

Date of Seminar – 10th November 2017

Report:

One day seminar on 'Role of Government in Entrepreneurship Development' was organized by Shantiniketan Business School. The guest speaker of the session was Dr. Ashwini Purohit Assistant Professor, G S College of Commerce and Economics, Nagpur. The seminar started with lighting of traditional lamp.

The first session focused on the importance of creating an enabling policy framework that supports entrepreneurship. Dr. Ashwini Purohit discussed the role of government in formulating policies that remove barriers, encourage innovation, provide financial incentives, and foster a favourable business environment. She also discussed initiatives such as vocational training, entrepreneurship education, and capacity-building programs to enhance entrepreneurial capabilities.

In conclusion, this one-day seminar on the role of government in entrepreneurship development provided valuable insights and inspiration to the students.




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Uppalwadi Kamptee Road, Nagpur

Seminar on “Role of Government in Entrepreneurship Development”



Shantiniketan Business School

Uppalwadi Kamptee Road, Nagpur

One day Workshop on "Effective utilization of Research Tools"

Participants – 24

Date of Seminar – 11th September 2018

Report:

Shantiniketan Business School conducted one day workshop on "Effective utilization of Research Tools". The resource person for the workshop was Dr. Prashant Patil, Associate Professor, Smt. Radhikatai Pandav College of Engineering, Nagpur. This workshop was designed to equip students with valuable knowledge and skills related to utilizing research tools efficiently.

The workshop began with an introduction to various research tools and their applications. Dr. Prashant Patil discussed popular tools used in data collection, literature review, citation management, referencing style and data analysis. He discussed the use of academic databases, search engines, reference management software, and plagiarism detection tools. He also emphasized the importance of proper citation practices, avoiding plagiarism, and maintaining a systematic approach to organizing research references.

In conclusion, this one-day workshop on the effective utilization of research tools provided participants with valuable insights and practical knowledge to enhance their research capabilities.




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Nagpur

Shantiniketan Business School

Uppalwadi Kamptee Road, Nagpur

Workshop on “Effective Utilisation of Research Tools”



Shantiniketan Business School

Uppalwadi Kamptee Road, Nagpur

Webinar on "Awareness on Intellectual Property Rights"

Participants – 32

Date of Seminar – 4th February 2020

Report:

Online webinar was conducted by Shantiniketan Business School on "Awareness on Intellectual Property Rights" at Google Meet platform for the students. The Resource person for the webinar was Dr. Manoj Pandey, Assistant Professor, Central India College of Business Management and Studies.

First of all Dr. Manoj Pandey explained the various forms of intellectual property, including patents, trademarks, copyrights, and trade secrets. He emphasized the role of intellectual property in fostering innovation, creativity, and economic growth. He also explained the laws and regulations governing intellectual property, both at the national and international levels.

Webinar provided guidance to the students on steps to safeguard their creations, such as documenting their work, understanding licensing options, and seeking appropriate legal protection.




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Webinar on “Awareness on IPR”

