

Sinhgad Technical Educational Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE & Accredited by NAAC)

S.No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

GOVERNING BODY

ATTENDANCE & MoM - 2022

A meeting of the College Development Committee (MCA) of Sinhgad Institute of Management was held on 28/04/2022 at 01.30 p.m.in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	Jud-
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	Empl
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	WR.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	,
5	Mrs.Shruti R.Navale Member , STE Society	Member	Just Shahad
6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Junde
7	Dr. Milind Godase Professor, SIOM	Representative Teaching Staff	godane
8	Dr. Sunil Khilari Asso.Professor, SIOM	Representative Teaching Staff	403408
9	Dr. Ankush Kudale Asso. Professor, SIOM	Representative Teaching Staff	Metr
10	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	Gl
11	Dr. Chandrani Singh. Director (MCA) SIOM,Pune - 41	Director Member - Secretary	Chiff
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Ch :

A meeting of the <u>Governing Body Meeting-Computer Courses</u> of Sinhgad Institute of Management was held on 28/04/2022 at 4.30 p.m in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	ho d
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	Smood
3	Mr.Rohit M. Navale Vice President STE Society.	Member	M.R.
4	Mrs.Rachana Navale Ashtekar Vice President STE Society	Member	
5	Mrs.Shruti R.Navale Member , STE Society	Member	Let What h
6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	French
7	Industry Expert. Nominee, AICTE, New Delhi	Nominee	7
8	Ex-Officio,Director of Technical Education,Mumbai	Nominee	
9	Dr.Sanjeev Sonawane Nominee of S.P. Pune University	Nominee	9)
0	Govt.of Maharashtra	Nominee	
1	Ex-Officio, Regional officer, WRC, AICTE, Mumbai	Nominee	
2	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Director& Member Secretary	Chr.
3	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee,STES	Cl.

A meeting of the <u>Finance Sub - Committee - Computer Courses</u> of Sinhgad Institute of Management was held on 28/04/2022 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

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2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Smoot
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	W.Z.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Mrs.Shruti R.Navale Member, STE Society	Member	Let White
6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Stande.
7	Dr. Milind Godase Professor, SIOM	Representative Teaching Staff	Godare
8	Dr. Sunil Khilari Asso.Professor, SIOM	Representative Teaching Staff	282 San O)
)	Dr. Ankush Kudale Asso. Professor, SIOM	Representative Teaching Staff	bale.
0	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	Gel.
	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	Chari
	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	II.

A meeting of the <u>Purchase Sub-Committee -Computer Courses</u> of Sinhgad Institute of Management was held on 28/04/2022 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.		Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Mul
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	annel
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	W.A.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Mrs.Shruti R.Navale Member , STE Society	Member	July Shahand
6	Dr. A. V. Deshpande. Director, STE Society, Vadgaon (Bk)	Member	Jund.
7	Dr. Milind Godase Professor, SIOM	Representative Teaching Staff	Acolare
8	Dr. Sunil Khilari Asso,Professor, SIOM	Representative Teaching Staff	490 mil
9	Dr. Ankush Kudale Asso. Professor, SIOM	Representative Teaching Staff	pr
	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	GL.
1	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	Comm:
	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	8 Mg

A meeting of the <u>Building Sub -Committee-Computer Courses</u> of Sinhgad Institute of Management was held on 28/04/2022 at 11.30 a.m in the office the of Secretary, Sinhgad Technical Education Society's, Erandwane, Pune – 411 004.

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2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Smard
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	MR
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Mrs.Shruti R.Navale Member , STE Society	Member	Huste Wielend
6	Dr. A. V. Deshpande. Director, STE Society, Vadgaon (Bk)	Member	Shurde
7	Dr. Milind Godase Professor, SIOM	Representative Teaching Staff	Dodane
8	Dr. Sunil Khilari Asso.Professor, SIOM	Representative Teaching Staff	2860V)
9	Dr. Ankush Kudale Asso. Professor, SIOM	Representative Teaching Staff	Per
0	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	(8L
	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	Chy!
,	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Che.

A meeting of the Staff Selection Sub - Committee - Computer Courses of Sinhgad Institute of Management was held on 28/04/2022 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

III 22	o. Name	Designation	Signature
1	Prof. M. N. Navale, Founder President, STE Society	Chairman	Mul
2	STE Society	Member	Simi
3	STE Society	Member	WA.
4	STE Society	Member	
5	Mrs.Shruti R.Navale Member , STE Society	Member	It Whother to
6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Spinde
7	Dr. Milind Godase Professor, SIOM	Representative Teaching Staff	Rodas
8	Dr. Sunil Khilari Asso.Professor, SIOM	Representative Teaching Staff	148Bn02
9	Dr. Ankush Kudale Asso. Professor, SIOM	Representative Teaching Staff	for
0	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	(ol
1	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	(Ingl.
2	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	ek.

A meeting of the College Development Committee (MBA) of Sinhgad Institute of Management was held on 28/04/2022 at 12.00 Noon.in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale Founder President, STE Society.	Chairman	Wil
2	Dr. (Mrs.) Sunanda M. Navale Founder Secretary, STE Society.	Member	Smil
3	Mr.Rohit M. Navale Vice President STE Society.	Member	W.R.
4	Mrs.Rachana Navale Ashtekar Vice President STE Society	Member	
5	Mrs.Shruti R.Navale Member , STE Society	Member	Let Mehile
6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Junte
7	Dr. Sagar Pawar Associate Professor, SIOM	Representative Teaching Staff	\$
8	Dr. Sanmath Shetty Asst, Professor, SIOM	Representative Teaching Staff	
9	Mr. Amol Khandagale Asst. Professor, SIOM	Representative Teaching Staff	NI
0	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	(gl
1	Dr. Daniel Penkar Director, SIOM,Pune - 41	Director Member - Secretary	Newly
	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	llu.

A meeting of the <u>Governing Body Meeting-Management Courses</u> of Sinhgad Institute of Management was held on 28/04/2022 at 4.30 p.m.in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	Mul
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	Some
3	Mr.Rohit M. Navale Vice President STE Society.	Member	MR.
4	Mrs.Rachana Navale Ashtekar Vice President STE Society	Member	
5	Mrs.Shruti R.Navale Member , STE Society	Member	hat thehale
6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Janude
7	Industry Expert. Nominee, AICTE, New Delhi	Nominee	
8	Ex-Officio, Director of Technical Education, Mumbai	Nominee	
9	Dr.Sanjeev Sonawane Nominee of S.P. Pune University	Nominee	1
10	Govt.of Maharashtra	Nominee	
1	Ex-Officio, Regional officer, WRC, AICTE, Mumbai	Nominee	*))
2	Dr.Daniel Penkar Director, SIOM,,Pune - 41	Director& Member Secretary	went.
3	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee,STES	be

A meeting of the <u>Finance Sub -Committee -Management Courses</u> of Sinhgad Institute of Management was held on 28/04/2022 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Mul
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Smand
3	Mr.Rohit M.Navale Vice President STE Society	Member	WF.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	- N 19
5	Mrs.Shruti R.Navale Member , STE Society	Member	What Whender
6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Founds
7	Dr. Sagar Pawar Associate Professor, SIOM	Representative Teaching Staff	\$
8	Dr. Sanmath Shetty Asst. Professor, SIOM	Representative Teaching Staff	
9	Mr. Amol Khandagale Asst. Professor, SIOM	Representative Teaching Staff	ont
10	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	GL
11	Dr.Daniel Penkar Director, SIOM,Pune - 41	Member - Secretary	nen!
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Cle

A meeting of the <u>Purchase Sub -Committee-Management Courses</u> of Sinhgad Institute of Management was held on 28/04/2022 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane Pune – 411 004.

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1	Prof. M. N. Navale. Founder President, STE Society	Chairman	lly
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	amen
3	Mr.Rohit M.Navale Vice President STE Society	Member	MR
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Mrs.Shruti R.Navale Member , STE Society	Member	Shut Sheet of
6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Junus
7	Dr. Sagar Pawar Associate Professor, SIOM	Representative Teaching Staff	\$
8	Dr. Sanmath Shetty Asst. Professor, SIOM	Representative Teaching Staff	*
9	Mr. Amol Khandagale Asst. Professor, SIOM	Representative Teaching Staff	DV.
0	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	GL
1	Dr.Daniel Penkar Director, SIOM,Pune - 41	Member - Secretary	Went .
2	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	lle

A meeting of the <u>Building Sub -Committee -Management Courses</u> of Sinhgad Institute of Management was held on 28/04/2022 at 11.30 a.m in the office the of Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

18	Sr. No. Name	Designation	Signature
	Prof. M. N. Navale, Founder President, STE Society	Chairman	Wal
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Smark
3	STE Society	Member	W.F.
4	STE Society	Member	
5		Member	1 to Almahali
6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Smade
7	Dr. Sagar Pawar Associate Professor, SIOM	Representative Teaching Staff	Ser .
8	Dr. Sanmath Shetty Asst. Professor, SIOM	Representative Teaching Staff	
9	Mr. Amol Khandagale Asst. Professor, SIOM	Representative Teaching Staff	m.
10	Mr.G.G.Shinde, P.A. to Director, SIOM, Pune -41	Representative Non - Teaching	(gl
1	Dr.Daniel Penkar Director, SIOM,Pune - 41	Staff Member - Secretary	
2	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Lenk

A meeting of the <u>Staff Selection Sub - Committee -Management Courses</u> of Sinhgad Institute of Management was held on 28/04/2022 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

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1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Just -
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	annel
3	Mr.Rohit M.Navale Vice President STE Society	Member	WIR.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Mrs.Shruti R.Navale Member , STE Society	Member	Jut Hat
6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Junde
7	Dr. Sagar Pawar Associate Professor, SIOM	Representative Teaching Staff	26
8	Dr. Sanmath Shetty Asst. Professor, SIOM	Representative Teaching Staff	
9	Mr. Amol Khandagale Asst. Professor, SIOM	Representative Teaching Staff	wi
0	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	Gel.
1	Dr.Daniel Penkar Director, SIOM,Pune - 41	Member - Secretary	alendo.
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Sinhgad Technical Education Society's Sinhgad Institute of Management, Sr. No. 44/I, Sinhgad Rd.Vadgaon(Bk.), Pune-411041

Minutes of Local Managing Committee (MBA) Of Sinhgad Institute of Management

Ref: SIOM/2022-2023

A meeting of the Local Managing Committee of Sinhgad Institute of Management was held on Tuesday 28/04/2022 at 12.00 noon in the office of The Founder Secretary, STES, Erandwane, Pune – 411004. The following members were present:

 Prof. M. N. Navale, Founder President, STES. 	Chairman
Dr.(Mrs) Sunanda M. Navale, Founder Secretary, STES	Member
Mrs. Rachana Navale-Ashtekar, Vice President, STES	Member
 Mr. Rohit M. Navale, Vice President, STES 	Member
Mrs.Shruti Navale, Member, STES	Member
Dr.Sagar Pawar, Associate Professor, SIOM	Representative Teaching Staff
Dr. Sanmath Shetty, Assistant Professor, SIO	Representative Teaching Staff
Mr. Amol Khandagale, Assistant Professor, SIOM	Representative Teaching Staff
9. Mr. G. G. Shinde, P.A. to Director, SIOM	Representative Non-Teaching Staff
Dr. Daniel Penkar, Director - MBA, SIOM	Member Secretary
 Mr. G. K. Shahani, Director (Project), STES 	Special Invitee

Prof. M. N. Navale was in the Chair.

Dr. Daniel Penkar greeted the members of the Committee with a warm welcome.

1) Confirmation of the minutes of the previous meeting held on 7th October 2019.

The Member Secretary read out the minutes of the previous Local Managing Committee meeting held on 7th October 2019, the same were accepted and confirmed unanimously.

Approved by: Dr. (Mrs.) Sunanda M. Navale

Resolved that the minutes of the previous meeting of the Local Managing Committee held on 7th October 2019 be and are hereby accepted and approved.

Approved by: Dr. (Mrs.) Sunanda M. Navale

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Consideration of Annual Financial Estimates Proposed (Annual Budget) for academic Year 2022-2023

The Member Secretary presented the proposed annual financial estimates for the year 2022-2023 to the committee.

After a detailed discussion, members suggested changes as follows:

- a. Efforts should be made to recover balance fees from the students in time.
- Do compliance /follow up to recover the scholarship of SC,ST,OBC, etc. from Samajkalyan office as early as possible.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

3) To discuss the actual income and expenses to be taken on following points -

A. 1. Tution Fees:

The Member Secretary informed that the total fees for 01.04.2021 to 31.03.2022 was 1760.80 lakhs of which the actual income was 964.18 lakhs. The receivables are 741.42 lakhs from Samaj Kalyan and 55.20 lakhs from students.

2. Student Activity Fees:

The actual fees received was 13.2 lakhs for 01.04.2021 to 31.03.2022. No receivable from students.

B. Non-Recurring Expenses -

Renovation and Interior Furnishing of existing building/Repairs & Maintenance;

The Member Secretary presented before the Committee that there was no actual expenditure towards Renovation and Interior furnishing of existing building for 01.04.2021 to 31.03.2022. The Member Secretary proposed 0.5 lakhs toward Renovation and Interior Furnishing of existing building/Repairs & Maintenance 0.50 lakhs was discussed and approved for 01.04.2022 to 31.03.2023 by the committee under this head.

2) Equipments and Tools:

The Member Secretary presented before the Committee the actual expenditure which was discussed and approved by the committee for equipments and tools is 3.09 for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed 3.09 lakhs towards Equipments and Tools for 01.04.2022 to 31.03.2023, 2.5 lakhs was discussed and approved by the committee under this head. At present we have Equipments and Tools worth 677.51 lakhs

3) Library Books:

The Member Secretary presented before the Committee, that there was no actual no expenditure for Library Books for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed 1.25 lakhs towards Library Books for the period 01.04.2022 31.03.2023 1.00 lakhs which was approved by the committee under this head. At present we have Library Books worth 123.72 lakhs.



4) Furniture and Fixtures:

The Member Secretary presented before Committee, that there was no actual expenduture for Furniture & Fixtures for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed 0.30 lakhs towards Furniture and Fixtures for the period 01.04.2022 to 31.03.2023, 0.25 lakhs which was approved by the committee under this head. At present we have Furniture & Fixtures worth 592.98 lakhs.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

B. Recurring Expenses -

1) Periodicals and Journals:

The Member Secretary presented before the Committee, that there was no actual expenditure for periodicals and journals for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed to 2.44 towards Periodicals and Journals for the period 01.04.2022 to 31.03.2023. 2.00 lakhs which was approved by the committee under this head. The expenses included subscription for 31 International 122 National journals in printed form and subscription of E- Journals (J-Gate, ProQuest).

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

2) The Member Secretary presented before the Committee the actual expenditure for News Paper 0.004 lakhs for the period 01.04.2021 to 31.03.2022 was discussed and approved by the committee. The Member Secretary proposed 0.048 lakhs towards news papers for the period 01.04.2022 to 31.03.2023, which was discussed and approved by the committee.

C. Recurring expenses - Salary:

a. Salary:

The Member Secretary presented before the Committee the expenses against salary being 469.01 lakhs which were discussed and approved by the committee for the period 01.04.2021 to 31.03.2022. The Institute has 97 staff which includes 34 Teaching staff. The Member Secretary proposed 552.29 lakhs for salary expenses for the period 01.04.2022 to 31.03.2023. The Committee sanctioned 552.29 lakfor the same period.

Budget approved by: Prof. M. N. Navale

b. Gathering /Cultural Expenses/ Student /Staff Welfare/ Alumni Expenses :

The Member Secretary presented before the Committee the Gathering expenses 0.03, student welfare expenses were 0.13 lakhs & staff welfare expenses were 0.06 lakhs, for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed the Gathering/cultural expenses were 0.30 lakhs, Student welfare expenses 1.35 lakhs, Staff welfare expenses 0.38 lakhs, for the period 01.04.2022 to 31.03.2023

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Gathering / Cultural expenses 0.25 lakhs student welfare expenses 0.75 lakhs & Staff Welfare i expenses 0.15 lakhs were discussed and approved by the Committee for the period 01.04.2022 to 31.03.2023.

Budget approved by: Mr. Rohit M. Navale

c. Office / Travelling Conveyance Expenses:

The Member Secretary presented that there was no actual expenses for the period 01.04.2021 to 31.03.2022 for office expenses & 0.31 lakhs for travelling expenses which was discussed by the committee.

The Member Secretary proposed 0.55 lakhs before the Committee towards office expenses & 0.31 lakhs towards travelling expenses for the period 01.04.2022 31.03.2023, which was sanctioned by the Committee.

Budget approved by : Mrs. Rachana Navale Ashtekar

d. Postage and Courier:

The Member Secretary presented the actual expenses towards postage and courier for the period 01.04.2021 to 31.03.2022 being 0.15 lakhs, which was discussed and approved by the committee.

The Member Secretary proposed 0.18 lakhs before the Committee towards postage and courier expenses for the 01.04.2022 to 31.03.2023, which was sanctioned by the Committee.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

e. Printing and Stationery:

The Member Secretary presented the actual expenses for printing and stationery which was 0.34 lakhs for the period 01.04.2021 to 31.03.2022, which includes printing of office stationery was discussed and approved by the committee. The Member Secretary proposed 1.08 lakhs before the Committee for printing and stationery for the period 01.04.2022 to 31.03.2023, 0.75 lakhs was sanctioned by the Committee.

Budget approved by: Mr. Rohit M. Navale

f. Remuneration to Visiting Faculty / Committee Visit Expenses:

The Member Secretary presented the actual expenses for remuneration to visiting faculty for the period 01.04.2021 to 30.09.2022 being 0.05 lakhs which was discussed by the committee.0.50 lakhs expenses was approved by the committee under this head for the period 01.04.2022 to 31.03.2023.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

g. Leave Record:

The Member Secretary presented before the Committee that leaves are granted to the staff as per Society norms and a proper record of the same has been maintained in the Institute's office.

and

E) Academic Expenses –

a. Seminar and Exhibitions:

The Member Secretary presented that there was no expenditure towards Seminar and Exhibition expenses for the period 01.04.2021 to 31.03.2022, The Member Secretary proposed 3.2 lakhs for 01.04.2022 to 31.03.2023, the Committee sanctioned 3.2 lakhs towards Seminar and Exhibition expenses.

Budget approved by : Mr.Rohit M. Navale

b. Training and Placement:

The Member Secretary presented the actual expenditure of 0.5 lakhs towards Training and placement expenses for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed 0.5 lakhs against Training and Placement activities for the period 01.04.2022 to 31.03.2023, 0.25 lakhs was discussed and approved by the committee.

Budget approved by ; Mr.Rohit M. Navale

c. Software Expenses:

The Member Secretary presented the actual expenses 2.75 for the period 01.04.2021 to 31.03.2022 which was discussed and approved by the committee. The Member Secretary proposed 2.75 lakhs before the Committee towards Software Expenses for the period 01.04.2022 to 31.03.2023 which was sanctioned by the Committee.

Budget approved by : Mr.Rohit M. Navale

d. Exam. / Eligibility/ Pro-rata/ Affiliation/ Insurance/Medical fees:

The Member Secretary presented the actual expenditure of 54.80 lakhs towards Examination fees, 2.39 lakhs towards Eligibility Fees, 2.45 lakhs towards Pro-rata, 4.06 lakhs towards Affiliation fees, for the period 01.04.2021 to 31.03.2022 which was sanctioned by the Committee.

The Member Secretary proposed 54.80 lakhs as expenses towards Examination fees, 2.45 lakhs towards Eligibility fees, 2.35 lakhs towards Pro-rata, 4.06 lakhs towards Affiliation fees, for the period 01.04.2022 to 31.03.2023. The Eligibility fees should distributed proportionately among the non-teaching staff including Director as per SPPU Circular.

Budget approved by : Mrs.Rachana Navalc Ashtekar

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e. Consumables:

The Member Secretary presented 0.13 lakhs as actual expenses towards consumables for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed 0.22 lakhs and the Committee sanctioned 0.22 lakhs against consumables for 01.04.2022 31.03.2023.

Budget approved by : Mrs.Rachana Navale Ashtekar

f. SPPU/AICTE for grants Exam./ Research/ Seminar / Sports/Equipments :

The Member Secretary presented SPPU / AICTE Grant, EXAM Grant0.80 lakhs, for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed 6.00 lakhs for SPPU / AICTE grant, 6.00 lakhs against Exam Grant, which was sanctioned by the Committee.

Budget approved by : Mr.Rohit M. Navale

Other Misc. Exp. Cleaning/News Papers/Guest Enter./Research Cell Exps./Bank Charges;

The Member Secretary presented the actual expenditure for Bank charges 0.08 lakhs, Research Cell Expenses 1.18 lakhs for the period 01.04.2021 to 31.03.2022, which was sanctioned by the Committee. The Member Secretary proposed 0.10 lakhs for bank Charges, 2.76 lakhs for Research Cell Expenses for 01.04.2022 to 31.03.2023, were sanctioned by the Committee.

i. Refundable Deposit/Excess Fee/Admission Cancellation:

The Member Secretary proposed 143.3 lakhs for Refundable Deposit for the period 01.04.2021 to 31.03.2022, 143.32 lakhs was sanctioned and approved by the Committee for the period 01.04.2022 to 31.03.2023.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

4. Staff Requirement and Workload -

The present staff should be utilised to their full capacity and only if required visiting faculty as a expert may be called on subject basis.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

5. Review of Academic Affairs:

The term started from July 01,2021

 Committee reviewed the list of Seminars and Workshops being organized after the last L.M.C. (i.e. after July 01,2021) and use of University Grant, Sponsorship for the same.

amen

2) Results of all the examinations of MBA conducted in Nov 2021 were declared in Jan 2022. The results of all the courses were satisfactory. Committee suggested that extra efforts to be invested for improving placement percentage.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

The Member Secretary informed in the meeting, the first half of the academic calendar for the academic Year 2022-2023 as follows:

Second term

Term starts on

; yet not declared by university : yet not declared by university

Term ends

6) To consider the Time-table, teaching load of faculty members and extracurricular/ co curricular activities planned in the academic year 2022-2023. The committee suggested that faculty members should undertake consultancy MDP, SDP, research project to strengthen their profiles.

Budget approved by: Mrs. Rachana Navale Ashtekar

The meeting concluded with thanks to the Chair.

Prof. M. N. Navale Founder President

STES

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary

STES

Dr. Daniel Penkar

Director. SIOM

Sinhgad Technical Education Society's

Sinhgad Institute of Management

Vadgaon (Bk), Pune-411041

Minutes of the Meeting of Governing Body (Management Courses)

Ref. No. SIOM/2021-22/

Date:

A meeting of the Governing Body of Sinhgad Institute of Management was held on Thursday, 28th April, 2022 at 4.30 p.m. in the office of the Founder Secretary, STES Erandwane, Pune - 411 004.

The following members were present:

Prof. M. N. Navale, Founder President, STES Dr. (Mrs.) Sunanda M. Navale, Founder Secretary, STES Mrs. Rachana Navale Ashtekar, Vice President, STES Mr. Rohit Navale, Vice President, STES Mrs. Shruti R. Navale, Member, STES Dr. Arvind Deshpande, Director, STES Dr. Daniel Penkar, Director - SIOM Mr. G.K. Shahani, Director, Projects, STES	: Chairman : Member : Member : Member : Member : Member : Member Secretary : Special Invitee
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Prof. M.N. Navale was in the chair.

The following business was transacted.

1. Confirmation of the minutes of the previous meeting.

The Member-Secretary read out the minutes of the previous meeting of the Governing Body held on 7th October, 2019. Members approved the same unanimously and the following resolution was passed.

Resolved that the minutes of the previous meeting of the Governing Body held on 7th October, 2019 are hereby approved.

Minutes Approved by : Dr. (Mrs.) Sunanda M. Navale

To discuss and consider the recommendations of the following Sub-committees of the Local Management Committee.

A. Finance Committee:-

Approval of the Annual Budget for the Financial Year 2023 – 23.

The committee discussed the budget in detail and approved the same.

ii) Committee went through the details of expenditure for the second half of the financial year 2021-22 and approved the same. The Committee also insisted that the expenses should be optimized as per the need and priority of the work.

Budget Approved by: Prof. M. N. Navale



B. Purchase/ Equipment Committee:-

To approve purchases made from 1st April, 2021 to 31st March, 2022:

The Member Secretary presented the details of purchases made from 1st April, 2021 to 31st March, 2022. The committee discussed on the purchases and approved the same.

ii) To approve the purchases to be made: Committee deliberated on the various purchases to be made and approved with some changes.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

C. Building Committee:

i. To discuss and approve the matter related to Building and its maintenance.

The Member Secretary briefed the committee about the details of repairs and maintenance work carried out at SIOM building. The committee members physically inspected the work carried out in the building.

- ii. The committee has approved the repairs and maintenance work carried out.
- The repair and maintenance of the building should be carried out on priority basis as and when required.

Budget Approved by : Prof. M.N. Navale

D. Staff Selection Committee:

- The Member Secretary briefed the committee on faculty and submitted the list of newly joined and resigned faculty members.
- ii. As far as faculty strength is concerned, the committee has observed that the existing faculty strength in total is meeting the AICTE norms. The Committee has reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.
- The Committee expressed satisfaction on overall performance of faculty and utilization of faculty for the institution.

Budget Approved by : Dr. (Mrs.) Sunanda M. Navale

3. To review the approval status of SIOM from concerned authorities

The Director briefed the committee on the approval and accreditation status and compliances made with AICTE and Savitribai Phule Pune University.

mod

4. To discuss about the Progress Report of the Institute since the last meeting.

The Committee members have expressed satisfaction over the academic performance of the students.

The committee also suggested that additional efforts should be taken to keep maximum university ranks in each stream/course.

The Member Secretary presented the Progress Report of the Institute since the last meeting. He highlighted the following points:

- Result Analysis: The percentage of passing is satisfactory and efforts should be taken to improve the results.
- ii. Increase in the Faculty Participation and Presentation of papers in seminars and conference. The efforts made by Industry-Institute Interaction committee helped the faculty development in form of 'Faculty Internships'. The Member Secretary explained the various innovative measures taken by SIOM for the continuous development of Faculty members and students. The committee members suggested that faculty members should publish minimum two research papers in a year in reputed journals/ proceedings.
- iii. The placement record has been satisfactory. The highest salary and average salary figures drawn by the placed students are also satisfactory. The yearly organization of ALUMNI MEETS is proving helpful for Placement.
- iv. The Member Secretary informed the committee that Institute could make this progress because of the team effort by both teaching and non-teaching staff and sincere efforts of management in fulfilling the requirements and norms set by various government authorities.
- v. The committee reviewed the performance appraisal report of Faculty members and expressed satisfaction over the procedure of conducting the same.
- vi. The committee stressed on putting more efforts to strengthen industry and social research work. It was also suggested that there should be more focus on consultancy and research.

The data required to support the above points was presented in front of the Governing Body and the Committee expressed the satisfaction on the same. The Committee reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.

Budget Approved by : Mr. Rohit M. Navale

5. To discuss the proposed plan of activities.

The Member Secretary briefed the committee and submitted the schedule of Co-curricular and Extra curricular activities and Academic calendar for the first half of the academic year 2022-23.

amend

The committee members have appreciated the efforts taken by the Director and staff for organizing various co-curricular activities like guest lectures, seminars etc. during the pandemic..

Budget Approved by : Mrs. Rachana Navale Ashtekar

6. To discuss any other item with the permission of the chair.

Since there was no other point on the agenda, meeting was concluded with the thanks to the chair.

Prof.M.N. Navale

Founder President, STES&Chairman

Dr. (Mrs.) Sunanda M. Navale

Dr. Daniel Penkar

FounderSecretary,STES&Member Director & Member Secretary

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE BUILDING SUB-COMMITTEE (Computer Courses)

Ref. No.:SIOM/2021-22/

Date:

A meeting of the Building Sub-Committee (Computer Courses) was held on Thursday, 28th April 2022 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1. Prof. M. N. Navale, Founder President, STES,

2. Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES

3. Mrs. Rachana Navale Ashtekar, Vice President, STES

Mr. Rohit M. Navale, Vice President, STES

5. Mrs. Shruti R. Navale, Member, STES

6. Dr. A.V. Deshpande, Director, STES

7. Dr. Milind Godase, Professor, SIOM

8. Dr. Sunil Khilari, Associate Professor, SIOM

9. Dr. Ankush Kudale, Associate Professor, SIOM

10. Mr. G. G. Shinde, P.A.to Director, SIOM

11. Dr. Chandrani Singh, Director, SIOM

12. Mr. G.K. Shahani, Director (Project), STE Society

Chairman

Member

Member

Member

Member

Member

Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non- Teaching Staff

Director & Convener

Special Invitee

Prof. M.N. Navale was in the Chair.

The following business was transacted.

1. Approval of minutes of previous meeting held on October 7, 2019. The Convener read out the minutes of the previous meeting.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

2. Maintenance status of the Sinhgad Institute of Management Building.

The repair and maintenance work of SIOM building is carried out as and when required.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Convener read out the proposals for maintenance work of SIOM building.

The committee approved the repair work of the building considering the general upkeep of the building.

Committee approved the proposals for maintenance work of existing Sinhgad

Institute of Management building.

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary, STES & Member Director & Convener

Dr.Chandrani Singh

Prof.M.N. Navale

Hon.President STES& Chairman

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE PURCHASE SUB-COMMITTEE

(Computer Courses)

Ref. No.: SIOM/2021-22/

Date:

A meeting of the Purchase Sub-Committee (Computer Courses) was held on Thursday, 28th April 2022 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1. Prof. M. N. Navale, Fou	ider President, STES,
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- 2. Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES
- 3. Mrs. Rachana Navale Ashtekar, Vice President, STES
- 4. Mr. Rohit M. Navale, Vice President, STES
- 5. Mrs. Shruti R. Navale, Member, STES
- 6. Dr. A.V. Deshpande, Director, STES
- 7. Dr. Milind Godase, Professor, SIOM
- 8. Dr. Sunil Khilari, Associate Professor, SIOM
- 9. Dr. Ankush Kudale, Associate Professor, SIOM
- 10. Mr. G. G. Shinde, P.A.to Director, SIOM
- 11. Dr. Chandrani Singh, Director, SIOM
- 12. Mr. G.K. Shahani, Director (Project), STE Society

Chairman

Member

Member

Member

Member

Member

Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non- Teaching Staff

Director & Convener

Special Invitee

Prof. M.N. Navale was in the Chair.

The following business was transacted.

Approval of minutes of previous meeting held on October 7, 2019.
 The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Budget Approved by: Prof. M. N. Navale

To approve the purchases of equipment's made from April 1, 2021 to March 31, 2022.

The committee approved the purchases made from April 1, 2021 to March 31, 2022.

3. It was decided to purchase the proposed requirements.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Hon.President STES& Chairman

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary, STES & Member Director & Convener

Dr.Chandrani Singh

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE STAFF SELECTION SUB-COMMITTEE (Computer Courses)

Ref. No.: SIOM/2021-22/

Date:

A meeting of the Staff Selection Sub-Committee (Computer Courses) was held on Thursday, 28th April 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. M.	N. Navale,	Founder	President,	STES.
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2. Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES

3. Mrs. Rachana Navale Ashtekar, Vice President, STES

4. Mr. Rohit M. Navale, Vice President, STES

5. Mrs. Shruti R. Navale, Member, STES

6. Dr. A.V. Deshpande, Director, STES

7. Dr. Milind Godase, Professor, SIOM

8. Dr. Sunil Khilari, Associate Professor, SIOM

9. Dr. Ankush Kudale, Associate Professor, SIOM

9. Mr. G. G. Shinde, P.A.to Director, SIOM

10. Dr. Chandrani Singh, Director, SIOM

13. Mr. G.K. Shahani, Director (Project), STE Society

Chairman

Member

Member

Member

Member

Member

Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non-Teaching Staff

Director & Convener

Special Invitee

The following business was transacted.

Approval of minutes of previous meeting held on October 7, 2019. The Convener read out the minutes
of the previous meeting. The members unanimously approved the same.

Budget Approved by: Mrs. Rachana Navale Ashtekar

Thirteen faculty members have joined whereas eleven faculty members have left the institute after the last Governing Body meeting.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

3. The committee authorized the Director to recruit the staff to satisfy the norms set by AICTE.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Hon.President STES& Chairman

Dr.(Mrs.) Sunanda M. Navale

Founder Secretary, STES & Member Director & Convener

Dr.Chandrani Singh

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE FINANCE SUB-COMMITTEE

(Computer Courses)

Ref. No.: SIOM/2021-22/

Date:

A meeting of the Finance Sub-Committee (Computer Courses) was held on Thursday, 28th April 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1. Prof. M. N. Navale, Founder President, STES,

2. Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES

3. Mrs. Rachana Navale Ashtekar, Vice President, STES

4. Mr. Rohit M. Navale, Vice President, STES

5. Mrs. Shruti R. Navale, Member, STES

6. Dr. A.V. Deshpande, Director, STES

7. Dr. Milind Godase, Professor, SIOM

8. Dr. Sunil Khilari, Associate Professor, SIOM

9. Dr. Ankush Kudale, Associate Professor, SIOM

10. Mr. G. G. Shinde, P.A.to Director, SIOM

11. Dr. Chandrani Singh, Director, SIOM

12. Mr. G.K. Shahani, Director (Project), STE Society

Chairman

Member

Member

Member

Member

Member

Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non-Teaching Staff

Director & Convener

Special Invitee

Prof. M.N. Navale was in the Chair.

The following business was transacted.

 Approval of minutes of previous meeting held on October 7, 2019. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

To approve the annual budget for the year 2022-2023 and recommend the same to the Governing Body.

The Committee approved the Annual Budget for the year 2022-2023 with a few modifications and recommended the same to the Governing Body and resolved that the Annual budget for the year 2022-2023be and is hereby approved. Resolved further that the same would be recommended to the Governing Body for its approval. .

Budget Approved by: Prof. M. N. Navale



3. To approve the expenditure incurred from April 1, 2021 to March 31, 2022. The Convener presented the details of expenditure incurred from April 1, 2021 to March 31, 2022. The committee approved the same.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

4. To consider any other matter with the permission of the chair.

Since there was no other business to be transacted the meeting was concluded with the thanks to the Chair.

Prof.M.N. Navale Hon.President STES& Chairman Dr. (Mrs.) Sunanda M. Navale Founder Secretary, STES & Member Director & Convener

Dr.Chandrani Singh

2019

Sinhgad Technical Education Society's Sinhgad Institute of Management

Vadgaon (Bk), Pune-411041

Minutes of the Meeting of Governing Body (Computer Courses)

Ref. No. SIOM/2021-22/

Date:

A meeting of the Governing Body of Sinhgad Institute of Management was held on Thursday, 28th April, 2022 at 4.30 p.m. in the office of the Founder Secretary, STES, Erandwane, Pune - 411 004.

The following members were present:

1 Prof. M. N. Navale, Founder President, STES : Chairman 2. Dr. (Mrs.) Sunanda M. Navale, Founder Secretary, STES : Member Mrs. Rachana Navale Ashtekar, Vice President, STES : Member 4. Mr. Rohit Navale, Vice President, STES : Member 5. Mrs. Shruti R. Navale, Member, STES : Member 5. Dr. Arvind Deshpande, Director, STES : Member Dr. Chandrani Singh, Director – MCA, SIOM : Member Secretary 7. Mr. G.K. Shahani, Director, Projects, STES : Special Invitee

Prof. M.N. Navale was in the chair.

The following business was transacted.

Confirmation of the minutes of the previous meeting

The Member-Secretary read out the minutes of the previous meeting of the Governing Body held on 7th October, 2019. Members approved the same unanimously and the following resolution was passed.

Resolved that the minutes of the previous meeting of the Governing Body held on 7th October, 2019 are hereby approved.

Minutes Approved by: Dr. (Mrs.) Sunanda M. Navale

- To discuss and consider the recommendations of the following Sub- Committees of the Local Management Committee.
 - A. Finance Committee:-
 - Approval of the Annual Budget for the Financial Year 2022 23,

The committee discussed the budget in detail and approved the same.

 Committee went through the details of expenditure for the second half of the financial year 2021-22 and approved the same. The Committee also insisted that the expenses should be optimized as per the need and priority of the work.

Budget Approved by : Prof. M. N. Navale



B. Purchase/ Equipment Committee:-

To approve purchases made from 1st April, 2021 to 31st March, 2022.

The Member Secretary presented the details of purchases made from 1st April, 2021 to 31st March, 2022.

The committee discussed on the purchases and approved the same.

ii. To approve the purchases to be made:

Committee deliberated on the various purchases to be made and approved with some changes.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

C. Building Committee:

To discuss and approve the matter related to Building and its maintenance.

The Member Secretary briefed the committee about the details of repairs and maintenance work carried out at SIOM building. The committee members physically inspected the work carried out in the building.

- ii. The committee has approved the repairs and maintenance work carried out.
- The repair and maintenance of the building should be carried out on priority basis as and when required.

Budget Approved by : Prof. M. N. Navale

D. Staff Selection Committee:

- The Member Secretary briefed the committee on faculty and submitted the list of newly joined and resigned faculty.
- ii. As far as faculty strength is concerned, the committee has observed that the existing faculty strength in total is meeting the AICTE norms. The Committee has reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.
- The Committee expressed satisfaction on overall performance of faculty and utilization of faculty for the institution.

Budget Approved by : Dr. (Mrs.) Sunanda M. Navale

To review the approval status of SIOM from concerned authorities

The Director briefed the committee on the approval and accreditation status and compliances made with AICTE and Savitribai Phule Pune University. The Institute is accredited by NAAC.



4. To discuss about the Progress Report of the Institute since the last meeting.

The Committee members have expressed satisfaction over the academic performance of the students.

The committee also suggested that additional efforts should be taken to keep maximum university ranks in each stream/course.

The Member Secretary presented the Progress Report of the Institute since the last meeting. He highlighted the following points:

- Result Analysis: The percentage of passing is satisfactory and efforts should be taken to improve the results.
- ii. Increase in the Faculty Participation and Presentation of papers in seminars and conference. The efforts made by Industry-Institute Interaction committee helped the faculty development in form of 'Faculty Internships'. The Member Secretary explained the various innovative measures taken by SIOM for the continuous development of Faculty members and Students. The committee members suggested that faculty members should publish minimum two research papers in a year in reputed journals/ proceedings.
- iii. The placement record has been satisfactory. The highest salary and average salary figures drawn by the placed students are also satisfactory. The yearly organization of ALUMNI MEETS is proving helpful for Placement.
- iv. The Member Secretary informed the committee that Institute could make this progress because of the team effort by both teaching and non-teaching staff and sincere efforts of management in fulfilling the requirements and norms set by various government authorities.
- v. The committee reviewed the performance appraisal report of Faculty members and expressed satisfaction over the procedure of conducting the same.
- vi. The committee stressed on putting more efforts to strengthen industry and social research work. It was also suggested that there should be more focus on consultancy and research.

The data required to support the above points was presented in front of the GB and Committee expressed the satisfaction on the same. The Committee reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.

Budget Approved by : Mr. Rohit M. Navale

and

To discuss the proposed plan of activities.

The Member Secretary briefed the committee and submitted the schedule of Co-curricular and Extra curricular activities and Academic calendar for the first half of the academic year 2022-23.

The committee members have appreciated the efforts taken by the Director and staff for organizing various co-curricular activities like guest lectures, seminars etc..

Budget Approved by : Mrs. Rachana Navale Ashtekar

6. To discuss any other item with the permission of the chair.

Since there was no other point on the agenda, meeting was concluded with the thanks to the chair.

Prof.M.N. Navale Founder President,STES&Chairman

Dr. (Mrs.) Sunanda M. Navale FounderSecretary, STES&Member Dr. Chandrani Singh Director & Member Secretary

2019

Sinhgad Technical Education Society's Sinhgad Institute of Management, Sr. No. 44/1, Sinhgad Rd.Vadgaon(Bk.), Pune-411041

Minutes of Local Managing Committee (MCA) Of Sinhgad Institute of Management

Ref: SIOM/2022-2023

A meeting of the Local Managing Committee of Sinhgad Institute of Management was held on Thursday 28/04/2022 at 12.00 noon in the office of The Founder Secretary, STES, Erandwane, Pune – 411004. The following members were present:

 Prof. M. N. Navale, Founder President, STES, 	Chairman
2. Dr. (Mrs.) Sunanda M. Navale, Founder Secretary, STES	Member
Mrs. Rachana Navale-Ashtekar, Vice President, STES	Member
4. Mr. Rohit M. Navale, Vice President, STES	Member
Mrs.Shruti Navale, Member STES	Member
Dr. Milind S. Godase, Professor, SIOM	Representative Teaching Staff
Dr. Sunil H. Khilari, Associate Professor, SIOM	Representative Teaching Staff
8. Dr. Ankush G. Kudale. Associate Professor, SIOM	Representative Teaching Staff
9. Mr. G. G. Shinde, P.A. to Director, SIOM	Representative Non-
	Teaching Teaching Staff
Dr. Chandrani Singh, Director - MCA, SIOM	Member Secretary
 Mr. G. K. Shahani, Director (Project), STES 	Special Invitee

Prof. M. N. Navale was in the Chair.

Dr. Chandrani Singh greeted the members of the Committee with a warm welcome.

1) Confirmation of the minutes of the previous meeting held on 7th October 2019

The Member Secretary read out the minutes of the previous Local Managing Committee meeting held on 7th October 2019, the same were accepted and confirmed unanimously.

Approved by: Dr. (Mrs.) Sunanda M. Navale

Resolved that the minutes of the previous meeting of the Local Managing Committee held on 7th October 2019 be and are hereby accepted and approved.

Approved by: Dr. (Mrs.) Sunanda M. Navale

amend

Consideration of Annual Financial Estimates Proposed (Annual Budget) for academic Year 2022-2023

The Member Secretary presented the proposed annual financial estimates for the year 2022-2023 to the committee.

After a detailed discussion, members suggested changes as follows:

a. Efforts should be made to recover balance fees from the students in time.

 Do compliance /follow up to recover the scholarship of SC,ST,OBC, etc. from Samajkalyan office as early as possible.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

3) To discuss the actual income and expenses and amount to be taken on following points -

A. I. Tution Fees:

The Member Secretary informed that the total fees for 01.04.2021 to 31.03.2022 was 622.33. The receivables are 273.34 lakhs from Samaj Kalyan and 58.14 lakhs from students.

2. Student Activity Fees:

The actual fees received was 7.76 lakhs for 01.04.2021 to 31.03.2022. The receivables are 0.14 from students.

Budget approved by: Prof. M. N. Navale

B. Non-Recurring Expenses -

Renovation and Interior Furnishing of existing building/Repairs & Maintenance:

The Member Secretary presented before the Committee that there was no actual expenditure towards Repairs & Maintenance for 01.04.2021 to 31.03.2022.

2) Equipments and Tools:

The Member Secretary presented before the Committee the actual expenditure which was discussed and approved by the committee for equipments and tools is zero for the period 01.04.2021 to 31.03.2022 The Member Secretary proposed 1.76 lakhs towards Equipments and Tools for 01.04.2022 to 31.03.2023, 1.50 lakhs was discussed and approved by the committee under this head. At present we have Equipments and Tools worth 677.51 lakhs.

3) Library Books:

The Member Secretary presented before the Committee, that the actual expenditure for Library Books is zero for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed 1.25 Lakhs towards Library Books for the period 01.04.2022 to 31.03.2023 0.75 lakhs was discussed and which was approved by the committee under this head. At present we have Library Books worth 123.79 lakhs.



4) Furniture and Fixtures:

The Member Secretary presented before the Committee, that the actual expenditure for Furniture & Fixtures is zero for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed 0.20 Lakhs towards Furniture and Fixtures for the period 01.04.2022 to 31.03.2023 which was discussed and approved by the committee under this head. At present we have Furniture and Fixtures worth 592.98 lakhs.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

C. Recurring Expenses -

1) Periodicals and Journals:

The Member Secretary presented before the Committee, that the actual expenditure for periodicals and journals was zero for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed 0.75 Lakhs towards Furniture and Fixtures for the period 01.04.2022 to 31.03.2023 0.50 lakhs was discussed and which was approved by the committee under this head

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

2) The Member secretary presented before the Committee the actual expenditure of 0.01 lakhs for 01.04.2021 to 31.03.2022 was discussed and approved by the committee. The Member Secretary proposed 0.01 lakhs towards news papers for the period 01.04.2022 to 31.03.2023, which was discussed and approved by the committee.

D. Recurring expenses - Salary:

a. Salary:

The Member Secretary presented before the Committee the expenses against salary being 305.21 lakhs which were discussed and approved by the committee for the period 01.04.2021 to 31.03.2022. The Institute has 97 staff which includes 14 Teaching staff. The Member Secretary proposed 319.66 lakhs for salary expenses for the period 01.04.2022 to 31.03.2023. The Committee sanctioned 319.66 lakhs for the same period.

Budget approved by: Prof. M. N. Navale

b. Gathering /Cultural Expenses/ Student /Staff Welfare/ Alumni Expenses:

The Member Secretary presented before the Committee the student welfare expenses were 0.22 lakhs, staff welfare expenses were 0.005 lakhs, for 01.04.2021 to 31.03.2022. The Member Secretary proposed the Gathering/cultural expenses were 0.15, Student welfare expenses 0.02 lakhs, Staff welfare expenses 0.15 lakhs, Gathering / Cultural expenses 0.15 lakhs & Alumni expenses 0.75 lakhs were discussed and approved by the Committee for the period 01.04.2022 to 31.03.2023.

Budget approved by: Mr. Rohit M. Navale

mond

c. Office / Travelling Conveyance Expenses:

The Member Secretary presented that there was no actual expense for the period 01.04.2021 to 31.03.2022 for office expenses & 0.08 lakhs for travelling expenses which was discussed by the committee.

The Member Secretary proposed 0.30 lakhs before the Committee towards office expenses & 0.08 lakhs towards travelling expenses for the period 01.04.2022 31.03.2023, was sanctioned by the Committee.

Budget approved by : Mrs. Rachana Navale Ashtekar

d. Postage and Courier:

The Member Secretary presented the actual expenses towards postage and courier for the period 01.04.2021 to 31.03.2022 being 0.06 lakhs, which was discussed and approved by the committee.

The Member Secretary proposed 0.07 lakhs before the Committee towards postage and courier expenses for the 01.04.2022 31.03.2023, which was sanctioned by the Committee.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

e. Printing and Stationery:

The Member Secretary presented the actual expenses for printing and stationery which was 0.15 lakhs for the period 01.04.2021 to 31.03.2022, which includes printing of office stationery. The same was discussed and approved by the committe. The Member Secretary proposed 0.15 lakhs before the Committee for printing and stationery for the period 01.04.2022 to 31.03.2023, 0.15 lakhs was sanctioned by the Committee.

Budget approved by: Mr. Rohit M. Navale

f. Remuneration to Visiting Faculty / Committee Visit Expenses:

The Member Secretary presented the actual expenses for remuneration to visiting faculty for the period 01.04.2021 to 31.03.2022 being 0.14 lakhs which was discussed by the committee. The Member Secretary proposed 0.20 lakhs before the Committee which was approved by the committee under this head for the period 01.04.2022 to 31.03.2023.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

g. Leave Record:

The Member Secretary presented before the Committee that leaves are granted to the staff as per Society norms and a proper record of the same has been maintained in the Institute's office.

and

E) Academic Expenses –

a. Seminar and Exhibitions:

The Member Secretary presented that there was no actual expenditure towards Seminar and Exhibition expenses for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed 6.53 lakhs for 01.04.2022 to 31.03.2023, the Committee sanctioned 6.53 lakhs towards Seminar and Exhibition expenses.

Budget approved by : Mr.Rohit M. Navale

b. Training and Placement:

The Member Secretary presented the actual expenditure of 0.11 lakhs towards Training and placement expenses for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed 0.50 lakhs against Training and Placement activities for the period 01.04.2022 to 31.03.2023, 0.50 lakhs was discussed and approved by the committee.

Budget approved by : Mr.Rohit M. Navale

e. Exam. / Eligibility/ Pro-rata/ Affiliation/ Insurance/Medical fees:

The Member Secretary presented the actual expenditure of 14.91 lakhs towards Examination fees, 0.99 lakhs towards Eligibility Fees, 1.41 lakhs towards Pro-rata, 1.26 lakhs towards Affiliation fees, for the period 01.04.2021 to 31.03.2022 which was sanctioned by the Committee.

The Member Secretary proposed 19.61 lakhs as expenses towards Examination fees, 0.84 lakhs towards Eligibility fees, 0.94 lakhs towards Pro-rata, 1.26 lakhs towards Affiliation fees, for the period 01.04.2022 to 31.03.2023. The Eligibility fees should distributed proportionately among the non-teaching staff including Director as per SPPU Circular.

Budget approved by : Mrs.Rachana Navale Ashtekar

d. Consumables:

The Member Secretary presented 0.6 lakhs as actual expenses towards consumables for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed 0.13 lakhs and the Committee sanctioned 0.13 lakhs against consumables for 01.04.2022 31.03.2023.

Budget approved by : Mrs,Rachana Navale Ashtekar

mond

e. SPPU/AICTE for grants Exam./ Research/ Seminar / Sports/Equipments :

The Member Secretary presented SPPU / AICTE Grant, EXAM Grant 0.60 lakhs, for the period 01.04.2021 to 31.03.2022. The Member Secretary proposed 3.00 lakhs for SPPU / AICTE grant, 3.00 lakhs against Exam Grant, are approved by the Committee under this head for 01.04.2022 to 31.03.2023.

It was suggested to generate maximum grant/funding from the University or any other authority for this activity.

Budget approved by : Mr.Rohit M. Navale

f. Other Misc. Exp. Cleaning/News Papers/Guest Enter./Research Cell Exps./Bank Charges:

The Member Secretary presented the actual expenditure for Bank charges 0.03 lakhs for the period 01.04.2021 to 31.03.2022 which was sanctioned by the Committee. The Member Secretary proposed 0.05 lakhs for bank Charges, for 01.04.2022 to 31.03.2023, were sanctioned by the Committee.

g. Refundable Deposit/Excess Fee/Admission Cancellation:

The Member Secretary proposed 16.10 lakhs for Refundable Deposit for the period 01.04.2021 to 31.03.2022, 15.36 lakhs was sanctioned and approved by the Committee for the period 01.04.2022 to 31.03.2023.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

4. Staff Requirement and Workload -

The present staff should be utilised to their full capacity and only if required visiting faculty as a expert may be called on subject basis.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

5. Review of Academic Affairs:

The term started from July 01,2021

- Committee reviewed the list of Seminars and Workshops being organized after the last L.M.C. (i.e. after July 01,2021) and use of University Grant, Sponsorship for the same.
- Results of all the examinations of MCA conducted in Nov 2021 were declared in Jan 2022. The results of all the courses were satisfactory.
 Committee suggested that extra efforts to be invested for improving placement percentage.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

mond

The Member Secretary informed in the meeting, the first half of the academic calendar for the academic Year 2022-2023 as follows:

Second term

Term starts on

: yet not declared by university

Term ends

: yet not declared by university

 To consider the Time-table, teaching load of faculty members and extracurricular/co curricular activities planned in the academic year 2022-2023.

The committee suggested that faculty members should undertake consultancy MDP, SDP, research project to strengthen their profiles.

Budget approved by: Mrs. Rachana Navale Ashtekar

The meeting concluded with thanks to the Chair.

Prof. M. N. Navale Founder President

STES

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary

STES

Dr. Chandrani Singh Director (MCA)

SIOM

2019

SINHGAD INSTITUTE OF MANAGEMENT

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE BUILDING SUB-COMMITTEE

(Management Courses)

Ref. No.: SIOM/2021-22/

Date:

A meeting of the Building Sub-Committee (Management Courses) was held on Thursday, 28th April 2022 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

 Prof. M. N. Navale, Founder President, STES, Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES Mrs. Rachana Navale Ashtekar, Vice President, STES Mr. Rohit M. Navale, Vice President, STES Mrs. Shruti R. Navale, Member, STES 	Chairman Member Member Member Member
 Dr. A.V. Deshpande, Director, STES Dr. Sagar Pawar, Associate Professor, SIOM 	Member Representative Teaching Staff
 Dr. Sanmath Shetty, Asst. Professor, SIOM 	Representative Teaching Staff
 Mr. Amol Khandagale, Asst. Professor, SIOM Mr. G. G. Shinde, P.A.to Director, SIOM Dr. Daniel Penkar, Director, SIOM Mr. G. K. Shahani, Director (Project), STE Society 	Representative Teaching Staff Representative Non-Teaching Staff Director & Convener Special Invite

Prof. M.N. Navale was in the Chair.

The following business was transacted.

 Approval of minutes of previous meeting held on October 07, 2019. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

2. Maintenance status of the Sinhgad Institute of Management Building.

The repair and maintenance work of SIOM building is carried out as and when required.

Convener read out the proposals for maintenance work of SIOM building.

The committee approved the repair work of the building considering the general upkeep of the existing building.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Hon.President STES& Chairman

Dr. (Mrs.) Sunanda M. Navale Founder Secretary, STES & Member Dr. Daniel Penkar Director & Convener

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE PURCHASE SUB-COMMITTEE (Management Courses)

Ref. No.: SIOM/2021-22/

Date:

A meeting of the Purchase Sub-Committee (Management Courses) was held on Thursday, 28th April 2022 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

 Prof. M. N. Navale, Fe 	under President, STES,
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- 2. Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES
- 3. Mrs. Rachana Navale Ashtekar, Vice President, STES
- 4. Mr. Rohit M. Navale, Vice President, STES
- 5. Mrs. Shruti R. Navale, Member, STES
- 6. Dr. A.V. Deshpande, Director, STES
- 7. Dr. Sagar Pawar, Associate Professor, SIOM
- 8. Dr. Sanmath Shetty, Asst. Professor, SIOM
- 9. Mr. Amol Khandagale, Asst. Professor, SIOM
- 10. Mr. G. G. Shinde, P.A.to Director, SIOM
- 11. Dr. Daniel Penkar, Director, SIOM
- 12. Mr. G.K. Shahani, Director (Project), STE Society

Chairman

Member

Member Member

Member

Member

Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non-Teaching Staff

Director & Convener

Special Invite

Prof. M.N. Navale was in the Chair.

The following business was transacted.

Approval of minutes of previous meeting held on October 7, 2019. The Convener read out the minutes
of the previous meeting. The members unanimously approved the same.

Budget Approved by: Prof. M. N. Navale

2. To approve the purchases of equipments made from April 1, 2021 to March 31, 2022.

The committee approved the purchases made from April 1, 2021 to March 31, 2022.

3. It was decided to purchase the proposed requirements.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Hon.President STES& Chairman

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary, STES & Member Director & Convener

Dr. Daniel Penkar

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE STAFF SELECTION SUB-COMMITTEE (Management Courses)

Ref. No.: SIOM/2021-22/

Date:

A meeting of the Staff Selection Sub-Committee (Management Courses) was held on Thursday, 28th April 2022 at 11.30 a.m.in the office of the Secretary, STES, Erandwane, Pune - 411 004. The following members were present.

1.	Prof.	M.N	Navale.	Founder	President,	STES.
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- 2. Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES
- 3. Mrs. Rachana Navale Ashtekar, Vice President, STES
- 4. Mr. Rohit M. Navale, Vice President, STES
- 5. Mrs. Shruti R. Navale, Member, STES
- 6. Dr. A.V. Deshpande, Director, STES
- 7. Dr. Sagar Pawar, Associate Professor, SIOM
- 8. Dr. Sanmath Shetty, Asst. Professor, SIOM
- 9. Mr. Amol Khandagale, Asst. Professor, SIOM
- 10. Mr. G. G. Shinde, P.A.to Director, SIOM
- 11. Dr. Daniel Penkar, Director, SIOM
- 12. Mr. G.K. Shahani, Director (Project), STE Society

Chairman

Member

Member

Member

Member

Member

Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non- Teaching Staff

Director & Convener

Special Invite

Prof. M.N. Navale was in the Chair.

The following business was transacted.

1. Approval of minutes of previous meeting held on October 7, 2019 .The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Budget Approved by: Mrs. Rachana Navale Ashtekar

2. Two faculty members have joined and eight faculty members have left the Institute after the last Governing Body meeting. Committee welcomed all the new members who have joined the Institute.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

3. The committee authorized the Director to recruit the staff to satisfy the norms set by AICTE.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Hon.President STES& Chairman

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary, STES & Member Director & Convener

Dr. Daniel Penkar

44/1, Vadgaon Budruk, Pune - 411 004

MINUTES OF THE FINANCE SUB-COMMITTEE (Management Courses)

Ref. No.: SIOM/2021-22/

Date:

A meeting of the Finance Sub-Committee (Management Courses) was held on Thursday, 28th April 2022 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004.The following members were present.

1.	Prof. M. N. Navale, Founder President, STES,	Chairman
2.	Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES	Member
3.	Mrs. Rachana Navale Ashtekar, Vice President, STES	Member
4.	Mr. Rohit M. Navale, Vice President, STES	Member
5.	Mrs. Shruti R. Navale, Member, STES	Member

6. Dr. A.V. Deshpande, Director, STES Member

7. Dr. Sagar Pawar, Associate Professor, SIOM Representative Teaching Staff 8. Dr. Sanmath Shetty, Asst. Professor, SIOM 9. Mr. Amol Khandagale, Asst. Professor, SIOM

10. Mr. G. G. Shinde, P.A.to Director, SIOM

11. Dr. Daniel Penkar, Director, SIOM

12. Mr. G.K. Shahani, Director (Project), STE Society

Representative Teaching Staff Representative Teaching Staff Representative Non-Teaching Staff

Director & Convener Special Invite

Prof. M.N. Navale was in the Chair.

The following business was transacted.

1. Approval of minutes of previous meeting held on October 7, 2019. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

2. To approve the Annual Budget for the year 2022-2023 and recommend the same to the Governing

The Committee approved the Annual Budget for the year 2022-2023 with a few modifications and recommended the same to the Governing Body and resolved that the budget for the year 2022-2023 be and is hereby approved. Resolved further that the same would be recommended to the Governing Body for its approval.

Budget Approved by: Prof. M. N. Navale

To approve the expenditure incurred from April 1, 20121 to March 31, 2022. Convener presented the details of expenditure incurred from April 1, 2021 to March 31, 2022. The committee approved the same.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale



4. To consider any other matter with the permission of the chair.

Since there was no other business to be transacted the meeting was concluded with the thanks to the Chair.

Prof.M.N. Navale

Hon.President STES& Chairman

Dr. (Mrs.) Sunanda M. Navale Founder Secretary, STES & Member

Dr. Daniel Penkar Director & Convener



Sinhgad Technical Educational Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE & Accredited by NAAC)

S.No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

GOVERNING BODY

ATTENDANCE & MoM - 2019

A meeting of the College Development Committee (MCA) of Sinhgad Institute of Management was held on 07/10/2019 at 01.00 p.m.in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	Mul
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	amon
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	WA.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	0/
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	July
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune – 41	Representative Teaching Staff	Marko
7	Dr.Milind S. Godase Professor SIOM, Pune – 41	Representative Teaching Staff	Rodane
8	Dr. (Mrs).Vidya Gavekar Asso. Professor SIOM, Pune – 41	Representative Teaching Staff	Markon
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	GL
10	Dr. Chandrani Singh. Director (MCA) SIOM,Pune - 41	Director Member - Secretary	On
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Clo

A meeting of the <u>Governing Body Meeting-Computer Courses</u> of Sinhgad Institute of Management was held on 07/10/2019 at 4.30 p.m.in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	Win
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	amel
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	M.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	(7/
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Junde
6	Industry Expert. Nomince, AICTE, New Delhi	Nominee	
7	Ex-Officio, Director of Technical Education, Mumbai	Nominee	
8	Dr.Sanjeev Sonawane Nominee of University of Pune	Nominee	
9	Govt.of Maharashtra	Nominee	
10	Ex-Officio,Regional officer, WRC, AICTE, Mumbai	Nominee	
11	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Director& Member Secretary	an
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee,STES	.Cle

A meeting of the <u>Finance Sub - Committee - Computer Courses</u> of Sinhgad Institute of Management was held on 07/10/2019 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.		Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Mul
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Smal
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	U.A.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	CI
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Fride
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	Markey
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	Rodane
8	Dr. (Mrs).Vidya Gavekar Asso. Professor SIOM, Pune - 41	Representative Teaching Staff	A Town
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	GL
10	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	an
7	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	eke.

A meeting of the <u>Purchase Sub-Committee -Computer Courses</u> of Sinhgad Institute of Management was held on 07/10/2019 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.		Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Muy -
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Smint
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	W.K.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	Ch /
5	Dr. A. V. Deshpande. Director, STE Society, Vadgaon (Bk)	Member	Junde
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	1 Janes
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	Doden
8	Dr. (Mrs).Vidya Gavekar Asso. Professor SIOM, Pune - 41	Representative Teaching Staff	Holoon
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	Ge
0	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	Ohn
1	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	U)

A meeting of the <u>Building Sub -Committee-Computer Courses</u> of Sinhgad Institute of Management was held on 07/10/2019 at 11.30 a.m in the office the of Secretary, Sinhgad Technical Education Society's, Erandwane, Pune – 411 004.

N		Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	What
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Small
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	WIK
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	Ch-
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Junde
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	Laster .
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	Rodere
8	Dr. (Mrs).Vidya Gavekar Asso. Professor SIOM, Pune - 41	Representative Teaching Staff	Skorlor
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching	de
0	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Staff Member - Secretary	Ohn
	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Che

A meeting of the <u>Staff Selection Sub - Committee - Computer Courses</u> of Sinhgad Institute of Management was held on 07/10/2019 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.		Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Mul
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Smart
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	W.K.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	Call
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Spirite
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	Tail 19
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	Modau
8	Dr. (Mrs).Vidya Gavekar Asso. Professor SIOM, Pune - 41	Representative Teaching Staff	Januar .
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	The
10	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	Opple
1	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	l ly

A meeting of the College Development Committee (MBA) of Sinhgad Institute of Management was held on 07/10/2019 at 01.00 p.m.in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	Mul
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	ann
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	UK.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	(7) //
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Junele
6	Dr. Devidas G. Golhar Professor SIOM, Pune – 41	Representative Teaching Staff	& L.
7	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	-
8	Dr. Sanmat Sheety Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	Shi
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	Gl
0	Dr. Parag C.Kalkar Director, SIOM,Pune - 41	Director Member - Secretary	king
1	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	l le

A meeting of the <u>Governing Body Meeting-Management Courses</u> of Sinhgad Institute of Management was held on 07/10/2019 at 4.30 p.m.in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	May
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	mond
3	Mr.Rohit M. Navale Vice President (HE) STE Society.	Member	Wit.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	04/
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Junde
6	Industry Expert. Nominee, AICTE, New Delhi	Nominee	
7	Ex-Officio, Director of Technical Education, Mumbai	Nominee	
8	Dr.Sanjeev Sonawane Nominee of University of Pune	Nominee	
9	Govt.of Maharashtra	Nominee	
10	Ex-Officio,Regional officer, WRC, AICTE, Mumbai	Nominee	
11	Dr. Parag C.Kalkar Director, SIOM,,Pune - 41	Director& Member Secretary	Prop
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee,STES	Ale

A meeting of the <u>Finance Sub -Committee -Management Courses</u> of Sinhgad Institute of Management was held on 07/10/2019 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Wy!
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	amont
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	W.F.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	0/
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Ande
5	Dr. Devidas G. Golhar Professor SIOM, Pune - 41	Representative Teaching Staff	BL
	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	
	Dr. Sanmat Sheety Asst Professor SIOM, Pune - 41	Representative Teaching Staff	Ship
	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	(gh
	Dr.Parag C.Kalkar Director, SIOM,Pune - 41	Member - Secretary	Rup
	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	(b)

A meeting of the <u>Purchase Sub -Committee-Management Courses</u> of Sinhgad Institute of Management was held on 07/10/2019 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Mul
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	ann 1
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	W.K.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	0,1
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Jude
6	Dr. Devidas G. Golhar Professor SIOM, Pune - 41	Representative Teaching Staff	W.
7	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	
8	Dr. Sanmat Sherty Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	ST
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	GL
10	Dr.Parag C.Kalkar Director, SIOM,Pune - 41	Member - Secretary	PUP
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Ple

A meeting of the <u>Building Sub -Committee -Management Courses</u> of Sinhgad Institute of Management was held on 07/10/2019 at 11.30 a.m in the office the of Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Mul
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	amont
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	a.R.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	01/
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Just
6	Dr. Devidas G. Golhar Professor SIOM, Pune - 41	Representative Teaching Staff	W.
7	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	1500-
8	Dr. Sanmat Sheety Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	Shif
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	Ol
.0	Dr.Parag C.Kalkar Director, SIOM,Pune - 41	Member - Secretary	perp
1	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Mo

A meeting of the <u>Staff Selection Sub - Committee - Management Courses</u> of Sinhgad Institute of Management was held on 07/10/2019 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Wy
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Samon
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	UR.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	(1)
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	and
6	Dr. Devidas G. Golhar Professor SIOM, Pune - 41	Representative Teaching Staff	Den.
7	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	
8	Dr. Sanmat Sheety Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	Shy
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	El
0	Dr.Parag C.Kalkar Director, SIOM,Pune - 41	Member - Secretary	page
1	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	l.W.

Sinhgad Technical Education Society's Sinhgad Institute of Management Vadgaon (Bk.), Pune-411041

Minutes of the Meeting of Governing Body (Management Courses)

Ref. No. SIOM/2019-20/

Date:

A meeting of the Governing Body of Sinhgad Institute of Management was held on Monday 7th October 2019 at 4.30 p.m. in the office of the Founder Secretary, STES Erandwane, Pune – 411 004.

The following members were present:

 Prof. M. N. Navale, Founder President, STES 	: Chairman
Dr. (Mrs.) Sunanda M. Navale, Founder Secretary, STES	: Member
3. Mr. Rohit M Navale, Vice President, STES	: Member
 Mrs. Rachana Navale Ashtekar, Vice President, STES 	: Member
5. Dr. Arvind Deshpande, Director, STES	: Member
6. Dr. Parag Kalkar, Director - SIOM	: Member Secretar

Prof. M.N. Navale was in the chair.

The following business was transacted.

7. Mr. G.K. Shahani, Director, Projects, STES

1. Confirmation of the minutes of the previous meeting.

The Member-Secretary read out the minutes of the previous meeting of the Governing Body held on 6th May, 2019. Members approved the same unanimously and the following resolution was passed.

Resolved that the minutes of the previous meeting of the Governing Body held on 6th May, 2019 are hereby approved.

Minutes Approved by : Dr. (Mrs.) Sunanda M. Navale

: Special Invitee

- To discuss and consider the recommendations of the following Sub-committees of the Local Management Committee.
- A. Finance Committee:-
- Approval of the Revised Annual Budget for the Financial Year 2019 20.

The committee discussed the budget in detail and approved the same.

ii) Committee went through the details of expenditure for the first half of the financial year 2019-20 and approved the same. The Committee also insisted that the expenses should be optimized as per the need and priority of the work.

Budget Approved by: Prof. M. N. Navale

- B. Purchase/ Equipment Committee:--
- i) To approve purchases made from 1st April, 2019 to 30th September, 2019:



The Member Secretary presented the details of purchases made from 1st April, 2019 to 30th September, 2019. The committee discussed on the purchases and approved the same.

ii) To approve the purchases to be made : Committee deliberated on the various purchases to be made and approved with some changes.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

C. Building Committee:

i. To discuss and approve the matter related to Building and its maintenance.

The Member Secretary briefed the committee about the details of repairs and maintenance work carried out at SIOM building. The committee members inspected the work carried out in the building.

- ii. The committee has approved the repairs and maintenance work carried out.
- The repair and maintenance of the building should be carried out on priority basis as and when required.

Budget Approved by : Prof. M .N. Navale

D. Staff Selection Committee:

- The Member Secretary briefed the committee on faculty and submitted the list of newly joined and resigned faculty members.
- ii. The Committee has reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.
- The Committee expressed satisfaction on overall performance of faculty and utilization of faculty for the institution.

Budget Approved by : Dr. (Mrs.) Sunanda M. Navale

3. To review the approval status of SIOM from concerned authorities.

The Director briefed the committee on the approval and accreditation status and compliances made with AICTE and Savitribai Phule Pune University.

To discuss about the Progress Report of the Institute since the last meeting.

The Committee members have expressed satisfaction over the academic performance of the students.

The committee also suggested that additional efforts should be taken to keep maximum university ranks in each stream/course.

The Member Secretary presented the Progress Report of the Institute since the last meeting. He highlighted the following points:



- Result Analysis: The percentage of passing for various courses is satisfactory and efforts should be taken to improve the results.
- Increase in the Faculty Participation and Presentation of papers in seminars and conference. The efforts made by Industry-Institute Interaction committee helped the faculty development in form of 'Faculty Internships'. The Member Secretary explained the various innovative measures taken by SIOM for the continuous development of Faculty members and Students. The committee members suggested that faculty members should publish minimum two research papers in a year in reputed journals/ proceedings.
- The placement record has been satisfactory. The highest salary and average salary figures drawn by the placed students are also satisfactory. The yearly organization of ALUMNI MEETS is proving helpful for Placement.
- The Member Secretary informed the committee that Institute could make this progress because of the team effort by both teaching and non-teaching staff and sincere efforts of management in fulfilling the requirements and norms set by various government authorities. The University Nominee expressed his appreciation on the progress made by the institute.
- The committee reviewed the performance appraisal report of Faculty members and expressed satisfaction over the procedure of conducting the same.
- vi. The committee stressed on putting more efforts to strengthen industry and social research work. It was also suggested that there should be more focus on consultancy and research.

The data required to support the above points was presented in front of the Governing Body and the Committee expressed the satisfaction on the same. The Committee reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.

Budget Approved by : Mr. Rohit M. Navale

5. To discuss the proposed plan of activities.

The Member Secretary briefed the committee and submitted the schedule of Co-curricular and Extra curricular activities and Academic calendar for the second half of the academic year 2019-20.

The committee members have appreciated the efforts taken by the Director and staff for organizing various co-curricular activities like guest lectures, seminars etc.,

Budget Approved by : Mrs. Rachana Navale Ashtekar

6. To discuss any other item with the permission of the chair.

Since there was no other point on the agenda, meeting was concluded with the thanks to the chair.

Prof.M.N. Navale Founder President, STES&Chairman Dr. (Mrs.) Sunanda M. Navale FounderSecretary,STES&Member Dr. Parag C. Kalkar

Director & Member Secretary

Sinhgad Technical Education Society's Sinhgad Institute of Management, Sr. No. 44/1, Sinhgad Rd.Vadgaon(Bk.), Pune-411041

Minutes of Local Managing Committee (MBA) Of Sinhgad Institute of Management

Ref: SIOM/2019-2020/

07/10/2019

A meeting of the Local Managing Committee of Sinhgad Institute of Management was held on Tuesday 07/10/2019 at 12.00 noon in the office of The Founder Secretary, STES, Erandwane, Pune – 411004. The following members were present:

 Prof. M. N. Navale, Founder President, STES. 	Chairman
Dr. (Mrs.) Sunanda M. Navale, Founder Secretary, STES	Member
Mr. Rohit M. Navale, Vice President, STES	Member
 Mrs. Rachana Navale-Ashtekar, Vice President, STES 	Member
Dr. A.V. Deshpande, Director, STES	Member
Dr. Devidas Golhar, Professor, SIOM	Representative Teaching Staff
Dr. Shubhangee Ramaswamy, Professor, SIOM	Representative Teaching Staff
8. Dr. Sanmath Shetty, Asst. Professor, SIOM	Representative Teaching Staff
Mr. G. G. Shinde, P. A. to Director, SIOM	Representative Non-
	Teaching Staff
10. Dr. Parag C. Kalkar, Director, SIOM	Member Secretary
11. Mr. G. K. Shahani, Director (Project), STES	Special Invitee

Prof. M. N. Navale was in the Chair.

Dr. Parag C. Kalkar greeted the members of the Committee with a warm welcome.

Confirmation of the minutes of the previous meeting held on 6th May 2019.

The Member Secretary read out the minutes of the previous Local Managing Committee meeting held on 6th May 2019, the same were accepted and confirmed unanimously.

Approved by: Dr. (Mrs.) Sunanda M. Navale

Resolved that the minutes of the previous meeting of the Local Managing Committee held on 6th May 2019 be and are hereby accepted and approved.

Approved by: Dr. (Mrs.) Sunanda M. Navale

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Consideration of revised Annual Financial Estimates Proposed Revised (Annual Budget) for academic Year 2019-2020

The Member Secretary presented the proposed annual financial estimates for the year 2019-2020 to the committee.

After a detailed discussion, members suggested changes as follows:

Efforts should be made to recover balance fees from the students in time.

 Do compliance /follow up to recover the scholarship of SC,ST,OBC, etc. from Samajkalyan office as early as possible.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

To discuss the actual income and expenses to be taken on following points —

A. 1. Tution Fees:

The Member Secretary informed that the total fees for 01.04.2019 to 31.03.2020 was 1488.83 lakhs of which the actual income was 791.19 lakhs. The receivables are 77.16 lakhs from Samaj Kalyan and 620.48 lakhs from students.

2. Student Activity Fees:

The actual fees received was 10.90 lakhs for 01.04.2019 to 30.09.2019. No receivable from students.

Budget approved by: Prof. M. N. Navale

B. Non-Recurring Expenses -

Renovation and Interior Furnishing of existing building/Repairs & Maintenance;

The Member Secretary presented before the Committee the actual expenditure towards renovation and interior furnishing of existing building for 01.04.2019 to 30.09.2019 is zero & towards Repairs & Maintenance 1.02 lakhs & 1.00 lakhs was discussed and approved for 01.10.2019 to 31.03.2020 by the committee under this head.

2) Equipments and Tools:

The Member Secretary presented before the Committee the actual expenditure which was discussed and approved by the committee for equipments and tools is zero for the period 01.04.2019 to 30.09.2019. The Member Secretary proposed 1.02 lakhs towards Equipments and Tools for 01.10.2019 to 31.03.2020, 0.99 lakhs was discussed and approved by the committee under this head. At present we have Equipments and Tools worth 677.51 lakhs.

3) Library Books:

The Member Secretary presented before the Committee, that the actual expenditure for Library Books is zero for the period 01.04.2019 to 30.09.2019. The Member Secretary proposed 0.10 Lakhs towards Library Books for the period 01.10.2019 31.03.2020 which was approved by the committee under this head. At present we have Library Books worth 123.72 lakhs.

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4) Furniture and Fixtures:

The Member Secretary presented before the Committee, that the actual expenditure for Furniture & Fixtures zero for the period 01.04.2019 to 30.09.2019. No expenses are approved by the committee under this head for the period 01.10.2019 to 31.03.2020. At present we have Furniture & Fixtures worth 592.98 lakhs.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

C. Recurring Expenses -

1) Periodicals and Journals:

The Member Secretary presented before the Committee, that the actual expenditure for periodicals and journals zero for the period 01.04.2019 to 30.09.2019. No expenses are approved by the committee under this head for the period 01.10.2019 to 31.03.2020. The expenses included subscription for 31 International 122 National journals in printed form and subscription of E- Journals (J-Gate, ProQuest).

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

2) The Member secretary presented before the Committee the actual expenditure 0.09 lakhs for 01.04.2019 to 30.09.2019 was discussed and approved by the committee. The Member Secretary proposed 0.01 lakhs towards news papers for the period 01.10.2019 31.03.2020, which was discussed and approved by the committee.

D. Recurring expenses - Salary:

a. Salary:

The Member Secretary presented before the Committee the expenses against salary being 266.52 lakhs which were discussed and approved by the committee for the period 01.04.2019 to 30.09.2019. The Institute has 98 staff which includes 40 Teaching staff. The Member Secretary proposed 285.50 lakhs for salary expenses for the period 01.10.2019 31.03.2020. The Committee sanctioned 285.50 lakhs for the same period.

Budget approved by: Prof. M. N. Navale

b. Gathering /Cultural Expenses/ Student /Staff Welfare/ Alumni Expenses :

The Member Secretary presented before the Committee the student welfare expenses were 0.32 lakhs, staff welfare expenses were zero, for 01.04.2019 to 30.09.2019. The Member Secretary proposed the Gathering/ cultural expenses were zero, Student welfare expenses 0.52 lakhs, Staff welfare expenses 0.10 lakhs, Gathering / Cultural expenses 0.11 lakhs & Alumni expenses 2.00 lakhs were discussed and approved by the Committee for the period 01.10.2019 31.03.2020.

Budget approved by: Mr. Rohit M. Navale

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c. Office / Travelling Conveyance Expenses:

The Member Secretary presented the actual expenses for the period 01.04.2019 to 30.09.2019 being 0.20 lakhs for office expenses & 0.06 lakhs for travelling expenses which was discussed by the committee.

The Member Secretary proposed 0.08 lakhs before the Committee towards office expenses & 0.19 lakhs towards travelling expenses for the period 01.10.2019 31.03.2020, was sanctioned by the Committee.

Budget approved by : Mrs. Rachana Navale Ashtekar

d. Postage and Courier:

The Member Secretary presented the actual expenses towards postage and courier for the period 01.04.2019 to 30.09.2019 being 0.04 lakhs, which was discussed and approved by the committee.

The Member Secretary proposed 0.04 lakhs before the Committee towards postage and courier expenses for the 01.10.2019 31.03.2020, which was sanctioned by the Committee.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

e. Printing and Stationery:

The Member Secretary presented the actual expenses for printing and stationery which was 0.56 lakhs for the period 01.04.2019 to 30.09.2019, which includes printing of SIOM Journal, Impact Magazine and other office stationery. The same was discussed and approved by the committee.

The Member Secretary proposed 1.32 lakhs before the Committee for printing and stationery for the period 01.10.2019 31.03.2020, 1.32 lakhs was sanctioned by the Committee.

Budget approved by: Mr. Rohit M. Navale

f. Remuneration to Visiting Faculty / Committee Visit Expenses:

The Member Secretary presented the actual expenses for remuneration to visiting faculty for the period 01.04.2019 to 30.09.2019 being 0.15 lakhs which was discussed by the committee.

No expenses was approved by the committee under this head for the period 01.10.2019 to 31.03.2020.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

g. Leave Record:

The Member Secretary presented before the Committee that leaves are granted to the staff as per Society norms and a proper record of the same has been maintained in the Institute's office.

and

E) Academic Expenses -

a. Seminar and Exhibitions:

The Member Secretary presented the actual expenditure of zero lakhs towards Seminar and Exhibition expenses for the period 01.04.2019 to 30.09.2019. The Member Secretary proposed 0.12 lakhs for 01.10.2019 31.03.2020, the Committee sanctioned 0.12 lakhs towards Seminar and Exhibition expenses.

Budget approved by : Mr.Rohit M. Navale

b. Training and Placement:

The Member Secretary presented the actual expenditure of 0.18 lakhs towards Training and placement expenses for the period 01.04,2019 to 30.09.2019. The Member Secretary proposed 0.50 lakhs against Training and Placement activities for the period 01.10.2019 31.03.2020, 0.18 lakhs was discussed and approved by the committee.

Budget approved by : Mr.Rohit M. Navale

c. Software Expenses:

The Member Secretary presented the actual expenses, as per MoU with Bloomberg, zero lakhs were paid as Bloomberg terminal charges for the period 01.04.2019 to 30.09.2019 which was discussed and approved by the committee. The Member Secretary proposed 19.52 lakhs before the Committee towards Software Expenses for the period 01.10.2019 31.03.2020 which was sanctioned by the Committee.

Budget approved by : Mr.Rohit M. Navale

d. Exam. / Eligibility/ Pro-rata/ Affiliation/ Insurance/Medical fees:

The Member Secretary presented the actual expenditure of 13.23 lakhs towards Examination fees, zero lakhs towards Eligibility Fees, zero lakhs towards Pro-rata, 0.59 lakhs towards Affiliation fees, for the period 01.04.2019 to 30.09.2019 which was sanctioned by the Committee.

The Member Secretary proposed 36.51 lakhs as expenses towards Examination fees, 3.19 lakhs towards Eligibility fees, 2.22 lakhs towards Pro-rata, 2.37 lakhs towards Affiliation fees, for the period 01.10.2019 31.03.2020. The Eligibility fees should distributed proportionately among the non-teaching staff including Director as per SPPU Circular.

Budget approved by : Mrs.Rachana Navale Ashtekar

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e. Consumables:

The Member Secretary presented 0.20 lakhs as actual expenses towards consumables for the period 01.04.2018 to 31.03.2019. The Member Secretary proposed 0.14 lakhs and the Committee sanctioned 0.14 lakhs against consumables for 01.04.2019 to 31.03.2020.

Budget approved by : Mrs.Rachana Navale Ashtekar

f. SPPU/AICTE for grants Exam./ Research/ Seminar / Sports/Equipments:

The Member Secretary presented SPPU / AICTE Grant 1.40 lakhs / EXAM Grant 4.80 lakhs, for the period 01.04.2018 to 31.03.2019. The Member Secretary proposed 3.00 lakhs for SPPU / AICTE grant, 4.93 lakhs against Exam Grant, Equipment/Sports Grant 1.00 lakhs which was sanctioned and approved by the Committee. It was suggested to generate maximum grant/funding from the University or any other authority for this activity.

Budget approved by : Mr.Rohit M. Navale

g. Other Misc. Exp. Cleaning/News Papers/Guest Enter./Research Cell Exps. /Bank Charges:

The Member Secretary presented the actual expenditure for Bank charges 0.22 lakhs, Research Cell Expenses 0.49 lakhs for the period 01.04.2018 to 31.03.2019 which was Sanctioned by the Committee. The Member Secretary proposed 0.11 lakhs for bank Charges, 0.90 lakhs for Research Cell Expenses for 01.04.2019 to 31.03.2020 which were sanctioned by the Committee.

h. Refundable Deposit/Excess Fee/Admission Cancellation:

The Member Secretary proposed 7.24 lakhs for Refundable Deposit for the period 01.04.2018 to 31.03.2019, 40.16 lakhs was sanctioned and approved by the Committee for the period 01.04.2019 to 31.03.2020.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

4. Staff Requirement and Workload -

The present staff should be utilized to their full capacity and only if required visiting faculty as a expert may be called on subject basis.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

5. Review of Academic Affairs:

The term started from July 01,2018

 Committee reviewed the list of Seminars and Workshops being organized after the last L.M.C. (i.e. after October 2019) and use of University Grant, Sponsorship for the same.

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 Results of all the examinations of MBA conducted in December 2018 were declared in February 2019. The results of all the courses were satisfactory. Committee suggested that extra efforts to be invested for improving placement percentage.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

The Member Secretary informed in the meeting, the first half of the academic calender for the academic Year 2019-2020 as follows:

First term

Term starts on

: Jan 1, 2019

Term ends

: 15th May, 2019

 To consider the Time-table, teaching load of faculty members and extracurricular/co curricular activities planned in the academic year 2019-2020.

The committee suggested that faculty members should undertake consultancy MDP, SDP, research project to strengthen their profiles.

Budget approved by: Mrs. Rachana Navale Ashtekar

The meeting concluded with thanks to the Chair.

Prof. M. N. Navale

Founder President

STES

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary

STES

Dr. Parag C. Kalkar

Director, SIOM

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE BUILDING SUB-COMMITTEE (Management Courses)

Ref. No.:SIOM/2019-20/

Date:

A meeting of the Building Sub-Committee (Management Courses) was held on Monday, 7th October 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. M. N. Navale, Founder President, STES,	Chairman
2.	Dr. (Mrs.) Sunanda M. Navale, Founder Secretary, STES	Member
3.	Mr. Rohit M. Navale, Vice President, STES	Member
4.	Mrs. Rachana Navale Ashtekar, Vice President, STES	Member
5,	Dr. A.V. Deshpande, Director, STES	Member
6.	Dr. Devidas Golhar, Professor, SIOM	Representative Teaching Staff
7.	Dr. Shubhangee Ramaswamy, Professor, SIOM	Representative Teaching Staff
8.	Dr. Sanmat Shetty , Asst. Professor, SIOM	Representative Teaching Staff
9.	Mr. G. G. Shinde, P.A.to Director, SIOM	Representative Non-Teaching Staff
10.	Dr. Parag Kalkar, Director, SIOM	Director & Convener
11	Mr. G.K. Shahani, Director (Project), STES	Special Invite

Prof. M.N. Navale was in the Chair.

The following business was transacted.

 Approval of minutes of the previous meeting held on May 6, 2019. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Dr. (Mrs.) Sunanda M. Navale

2. Maintenance status of Sinhgad Institute of Management Building.

The repair and maintenance work of SIOM building is carried out as and when required. The committee approved the repairs carried out during the first half of the academic year.

Convener read out the proposals for maintenance work of SIOM building.

Committee approved the proposals for maintenance work of existing Sinhgad

Institute of Management building.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof. M. N. Navale

Dr. (Mrs.) Sunanda M. Navale

Dr. Parag Kalkar

Hon.President STES& Chairman Founder Secretary, STES & Member Director & Convener

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE PURCHASE SUB-COMMITTEE (Management Courses)

Ref. No.:SIOM/2019-20/

Date:

A meeting of the Purchase Sub-Committee (Management Courses) was held on Monday, 7th October 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	. Prof. M. N. Navale, Founder President, STES,	Chairman
2.	Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES	Member
	. Mr. Rohit M. Navale, Vice President, STES	Member
4.	. Mrs. Rachana Navale Ashtekar, Vice President, STES	Member
	Dr. A.V. Deshpande, Director, STES	Member
6.	Dr. Devidas Golhar, Professor, SIOM	
	Mr. G. G. Shinde, P.A.to Director, SIOM	THE OWNER OF THE PROPERTY OF T
		Staff
6. 7. 8.	Dr. Devidas Golhar, Professor, SIOM Dr. Shubhangee Ramaswamy, Professor, SIOM Dr. Sanmat Shetty, Asst. Professor, SIOM	Member Representative Teaching S Representative Teaching S Representative Teaching S Representative Non- Teach Staff

10. Dr. Parag Kalkar, Director, SIOM

11. Mr. G.K. Shahani, Director (Project), STES

Director & Convener

Special Invitee

Prof. M.N. Navale was in the Chair.

The following business was transacted.

 Approval of minutes of previous meeting held on May 6, 2019. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Prof. M. N. Navale

2. To approve the purchases of equipments made from April 1, 2019 to September 30, 2019.

The committee approved the purchases made from April 1, 2019 to September 30, 2019.

3. It was decided to purchase the proposed requirements.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Dr. (Mrs.) Sunanda M. Navale

Dr. Parag Kalkar

Hon.President STES& Chairman Founder Secretary, STES & Member Director & Convener

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE STAFF SELECTION SUB-COMMITTEE (Management Courses)

Ref. No.:SIOM/2019-20/

Date:

A meeting of the Staff Selection Sub-Committee (Management Courses) was held on Monday, 7th October 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. M. N. Navale, Founder President, STES,	Chairman
2.	Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES	Member
3.	Mr. Rohit M. Navale, Vice President, STES	Member
4.	Mrs. Rachana Navale Ashtekar, Vice President, STES	Member
5.	Dr. A.V. Deshpande, Director, STES	Member
6.	Dr. Devidas Golhar, Professor, SIOM	Representative Teaching Staff
7.	Dr. Shubhangee Ramaswamy, Professor, SIOM	Representative Teaching Staff
8.	Dr. Sanmat Shetty, Asst. Professor, SIOM	Representative Teaching Staff
	Mr. G. G. Shinde, P.A.to Director, SIOM	Representative Non- Teaching Staff
10	Dr. Parag Kalkar, Director, SIOM	Director & Convener
11	. Mr. G .K. Shahani, Director (Project), STES	Special Invite

Prof. M.N. Navale was in the Chair.

The following business was transacted.

 Approval of minutes of previous meeting held on May 6, 2019. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Mrs. Rachana Navale Ashtekar

Eleven faculty members have joined and one faculty member has left the Institute after the last Governing Body meeting. Committee welcomed all the new members who have joined the Institute.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

3. The committee authorized the Director to recruit the staff to satisfy the norms set by AICTE.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Dr. (Mrs.) Sunanda M. Navale

Dr. Parag Kalkar

Hon.President STES& Chairman Founder Secretary, STES & Member Director & Convener

44/1, Vadgaon Budruk, Pune - 411 004

MINUTES OF THE FINANCE SUB-COMMITTEE (Management Courses)

Ref. No.:SIOM/2019-20/

Date:

A meeting of the Finance Sub-Committee (Management Courses) was held on Monday, 7th October 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. M. N. Navale, Founder President, STES,	Chairman
2.	Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES	Member *
3.	Mr. Rohit M. Navale, Vice President, STES	Member
4.	Mrs. Rachana Navale Ashtekar, Vice President, STES	Member
5.	Dr. A.V. Deshpande, Director, STES	Member
6.	Dr. Devidas Golhar, Professor, SIOM	Representative Teaching Staff
7.	Dr. Shubhangee Ramaswamy, Professor, SIOM	Representative Teaching Staff
8.	Dr. Sanmat Shetty, Asst. Professor, SIOM	Representative Teaching Staff
9.	Mr. G. G. Shinde, P.A.to Director, SIOM	Representative Non- Teaching Staff
10	Dr. Parag Kalkar, Director, SIOM	Director & Convener
11	. Mr. G .K. Shahani, Director (Project), STES	Special Invite

Prof. M.N. Navale was in the Chair.

The following business was transacted.

 Approval of minutes of previous meeting held on May 6, 2019. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Dr. (Mrs.) Sunanda M. Navale

To approve the Revised Annual Budget for the year 2019-2020 and recommend the same to the Governing Body.

The Committee approved the Revised Annual Budget for the year 2019-2020 with a few modifications and recommended the same to the Governing Body and resolved that the Revised Annual Budget for the year 2019-2020 (Management courses) be and is hereby approved. Resolved further that the same would be recommended to the Governing Body for its approval.

Budget Approved by: Prof. M. N. Navale



To approve the expenditure incurred from April 1, 2019 to September 30, 2019.
 Convener presented the details of expenditure incurred from April 1, 2019 to September 30, 2019. The committee approved the same.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

4. To consider any other matter with the permission of the chair.

Since there was no other business to be transacted the meeting was concluded with the thanks to the Chair.

Prof.M.N. Navale

Dr. (Mrs.) Sunanda M. Navale

Dr. Parag Kalkar

Sinhgad Technical Education Society's Sinhgad Institute of Management, Sr. No. 44/1, Sinhgad Rd.Vadgaon(Bk.), Pune-411041

Minutes of Local Managing Committee (MCA) Of Sinhgad Institute of Management

Ref: SIOM/2019-2020/

07/10/2019

A meeting of the Local Managing Committee of Sinhgad Institute of Management was held on Tuesday 07/10/2019 at 12.00 noon in the office of The Founder Secretary, STES, Erandwane, Pune – 411004. The following members were present:

 Prof. M. N. Navale, Founder President, STES, Dr. (Mrs.) Sunanda M. Navale, Founder Secretary, STES Mr. Rohit M. Navale, Vice President, STES Mrs. Rachana Navale-Ashtekar, Vice President, STES Dr. A.V. Deshpande, Director, STES Mr. Milind S. Godase, Professor, SIOM Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM Dr. (Mrs.) Vidya S. Gavekar, Asso. Professor, SIOM Mr. G. G. Shinde, P.A. to Director, SIOM 	Member Member Member Representative Teaching Staff Representative Teaching Staff Representative Teaching Staff Representative Non-
 Dr. Chandrani Singh, Director - MCA, SIOM Mr. G. K. Shahani, Director (Project), STES 	Teaching Staff Member Secretary Special Invitee

Prof. M. N. Navale was in the Chair.

Dr. Chandrani Singh greeted the members of the Committee with a warm welcome.

1) Confirmation of the minutes of the previous meeting held on 6th May 2019.

The Member Secretary read out the minutes of the previous Local Managing Committee meeting held on 6th May 2019, the same were accepted and confirmed unanimously.

Approved by: Dr. (Mrs.) Sunanda M. Navale

Resolved that the minutes of the previous meeting of the Local Managing Committee held on 6th May 2019 be and are hereby accepted and approved.

Approved by: Dr. (Mrs.) Sunanda M. Navale

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Consideration of revised Annual Financial Estimates Proposed Revised (Annual Budget) for academic Year 2019-2020

The Member Secretary presented the proposed annual financial estimates for the year 2019-2020 to the committee.

After a detailed discussion, members suggested changes as follows:

- Efforts should be made to recover balance fees from the students in time.
- Do compliance /follow up to recover the scholarship of SC,ST,OBC, etc. from Samajkalyan office as early as possible.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

3) To discuss the actual income and expenses and amount to be taken on following points -

A. 1. Tution Fees:

The Member Secretary informed that the total fees for 01.04.2019 to 31.03.2020 was 464.87 lakhs of which the actual income was 254.03 lakhs. The receivables are 67.90 lakhs from Samaj Kalyan and 142.95 lakhs from students.

2. Student Activity Fees:

The actual fees received was 6.71 lakhs for 01.04.2019 to 30.09.2019. No receivable from students.

Budget approved by: Prof. M. N. Navale

B. Non-Recurring Expenses -

Renovation and Interior Furnishing of existing building/Repairs & Maintenance:

The Member Secretary presented before the Committee the actual expenditure towards Repairs & Maintenance for 01.04.2019 to 30.09.2019 is 0.92 lakhs & 1.12 lakhs was discussed and approved for 01.10,2019 to 31.03.2020 by the committee under this head.

2) Equipments and Tools:

The Member Secretary presented before the Committee the actual expenditure which was discussed and approved by the committee for equipments and tools is zero for the period 01.04.2019 to 30.09.2019. The Member Secretary proposed 1.69 lakhs towards Equipments and Tools for 01.10.2019 to 31.03.2020, 1.69 lakhs was discussed and approved by the committee under this head. At present we have Equipments and Tools worth 677.51 lakhs.

3) Library Books:

The Member Secretary presented before the Committee, that the actual expenditure for Library Books is zero for the period 01.04.2019 to 30.09.2019. The Member Secretary proposed 0.25 Lakhs towards Library Books for the period 01.10.2019 31.03.2020 which was approved by the committee under this head. At present we have Library Books worth 123.72 lakhs.

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4) Furniture and Fixtures:

The Member Secretary presented before the Committee, that the actual expenditure for Furniture & Fixtures is zero for the period 01.04.2019 to 30.09.2019. No expenses are approved by the committee under this head for the period 01.10.2019 to 31.03.2020. At present we have Furniture & Fixtures worth 592.98 lakhs.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

C. Recurring Expenses -

Periodicals and Journals:

The Member Secretary presented before the Committee, that the actual expenditure for periodicals and journals zero for the period 01.04.2019 to 30.09.2019. No expenses are approved by the committee under this head for the period 01.10.2019 to 31.03.2020.

Budget approved by ; Dr. (Mrs.) Sunanda M. Navale

 The Member secretary presented before the Committee the actual expenditure of 0.07 lakhs for 01.04.2019 to 30.09.2019 was discussed and approved by the committee.

The Member Secretary proposed 0.01 lakhs towards news papers for the period 01.10.2019 31.03.2020, which was discussed and approved by the committee.

D. Recurring expenses - Salary:

a. Salary:

The Member Secretary presented before the Committee the expenses against salary being 197.08 lakhs which were discussed and approved by the committee for the period 01.04.2019 to 30.09.2019. The Institute has 75 staff which includes 28 Teaching staff. The Member Secretary proposed 205.01 lakhs for salary expenses for the period 01.10.2019 31.03.2020. The Committee sanctioned 205.01 lakhs for the same period.

Budget approved by: Prof. M. N. Navale

b. Gathering /Cultural Expenses/ Student /Staff Welfare/ Alumni Expenses:

The Member Secretary presented before the Committee the student welfare expenses were 0.26 lakhs, staff welfare expenses were 0.06 lakhs, for 01.04.2019 to 30.09.2019. The Member Secretary proposed the Gathering/cultural expenses were zero, Student welfare expenses 0.24 lakhs, Staff welfare expenses 0.10 lakhs, Gathering / Cultural expenses 0.08 lakhs & Alumni expenses 1.10 lakhs were discussed and approved by the Committee for the period 01.10.2019 31.03.2020.

Budget approved by: Mr. Rohit M. Navale

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c. Office / Travelling Conveyance Expenses:

The Member Secretary presented the actual expenses for the period 01.04.2019 to 30.09.2019 being 0.14 lakhs for office expenses & 0.14 lakhs for travelling expenses which was discussed by the committee.

The Member Secretary proposed 0.06 lakhs before the Committee towards office expenses & 0.40 lakhs towards travelling expenses for the period 01.10:2019 31.03.2020, was sanctioned by the Committee.

Budget approved by : Mrs. Rachana Navale Ashtekar

d. Postage and Courier:

The Member Secretary presented the actual expenses towards postage and courier for the period 01.04.2019 to 30.09.2019 being 0.02 lakhs, which was discussed and approved by the committee.

The Member Secretary proposed 0.03 lakhs before the Committee towards postage and courier expenses for the 01.10.2019 31.03.2020, which was sanctioned by the Committee.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

e. Printing and Stationery:

The Member Secretary presented the actual expenses for printing and stationery which was 0.36 lakhs for the period 01.04.2019 to 30.09.2019, which includes printing of SIOM Journal, Impact Magazine and other office stationery. The same was discussed and approved by the committee.

The Member Secretary proposed 0.73 lakhs before the Committee for printing and stationery for the period 01.10.2019 31.03.2020, 0.73 lakhs was sanctioned by the Committee.

Budget approved by; Mr. Rohit M. Navale

f. Remuneration to Visiting Faculty / Committee Visit Expenses:

The Member Secretary presented the actual expenses for remuneration to visiting faculty for the period 01.04.2019 to 30.09.2019 being 0.24 lakhs which was discussed by the committee. The Member Secretary proposed 0.73 lakhs before the Committee 0.41 lakhs was approved by the committee under this head for the period 01.10.2019 to 31.03.2020.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

g. Leave Record:

The Member Secretary presented before the Committee that leaves are granted to the staff as per Society norms and a proper record of the same has been maintained in the Institute's office.

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E) Academic Expenses –

a. Seminar and Exhibitions:

The Member Secretary presented the actual expenditure of zero lakhs towards Seminar and Exhibition expenses for the period 01.04.2019 to 30.09.2019. The Member Secretary proposed 0.05 lakhs for 01.10.2019 31.03.2020, the Committee sanctioned 0.05 lakhs towards Seminar and Exhibition expenses.

Budget approved by : Mr.Rohit M. Navale

b. Training and Placement:

The Member Secretary presented the actual expenditure of 0.14 lakhs towards Training and placement expenses for the period 01.04.2019 to 30.09.2019. The Member Secretary proposed 0.40 lakhs against Training and Placement activities for the period 01.10.2019 31.03.2020, 0.15 lakhs was discussed and approved by the committee.

Budget approved by : Mr.Rohit M. Navale

c. Exam. / Eligibility/ Pro-rata/ Affiliation/ Insurance/Medical fees:

The Member Secretary presented the actual expenditure of 9.63 lakhs towards Examination fees, zero lakhs towards Eligibility Fees, zero lakhs towards Pro-rata, 0.19 lakhs towards Affiliation fees, for the period 01.04.2019 to 30.09.2019 which was sanctioned by the Committee.

The Member Secretary proposed 14.78 lakhs as expenses towards Examination fees, 1.22 lakhs towards Eligibility fees, 1.35 lakhs towards Pro-rata, 1.38 lakhs towards Affiliation fees, for the period 01.10.2019 31.03.2020. The Eligibility fees should distributed proportionately among the non-teaching staff including Director as per SPPU Circular.

Budget approved by ; Mrs.Rachana Navale Ashtekar

d. Consumables:

The Member Secretary presented 0.09 lakhs as actual expenses towards consumables for the period 01.04.2019 to 30.09.2019. The Member Secretary proposed 0.10 lakhs and the Committee sanctioned 0.10 lakhs against consumables for 01.10.2019 31.03.2020.

Budget approved by : Mrs.Rachana Navale Ashtekar

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e. SPPU/AICTE for grants Exam./ Research/ Seminar / Sports/Equipments :

The Member Secretary presented SPPU / AICTE Grant, EXAM Grant zero lakhs, for the period 01.04.2019 to 30.09.2019. The Member Secretary proposed 3.00 lakhs for SPPU / AICTE grant, 1.89 lakhs against Exam Grant, 3.00 lakhs for SPPU / AICTE grant are approved by the Committee under this head for 01.10.2019 to 31.03.2020.

It was suggested to generate maximum grant/funding from the University or any other authority for this activity.

Budget approved by : Mr.Rohit M. Navale

f. Other Misc. Exp. Cleaning/News Papers/Guest Enter/Research Cell Exps./Bank Charges:

The Member Secretary presented the actual expenditure for Bank charges 0.06 lakhs for the period 01.04.2019 to 30.09.2019 which was sanctioned by the Committee. The Member Secretary proposed 0.01 lakhs for bank Charges, for 01.10.2019 to 31.03.2020, were sanctioned by the Committee.

g. Refundable Deposit/Excess Fee/Admission Cancellation:

The Member Secretary proposed 0 lakhs for Refundable Deposit for the period 01.04,2019 to 30.09.2019, 9.84 lakhs was sanctioned and approved by the Committee for the period 01.10.2019 31.03.2020.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

4. Staff Requirement and Workload -

The present staff should be utilised to their full capacity and only if required visiting faculty as a expert may be called on subject basis.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

5. Review of Academic Affairs:

The term started from July 01,2019

- Committee reviewed the list of Seminars and Workshops being organized after the last L.M.C. (i.e. after July 01,2019) and use of University Grant, Sponsorship for the same.
- Results of all the examinations of MCA conducted in May 2019 were declared in July 2019. The results of all the courses were satisfactory. Committee suggested that extra efforts to be invested for improving placement percentage.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

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The Member Secretary informed in the meeting, the second half of the academic calendar for the academic Year 2019-2020 as follows:

Second term

Term starts on

: Jan 1, 2020

Term ends

: 15th May, 2020

 To consider the Time-table, teaching load of faculty members and extracurricular/co curricular activities planned in the academic year 2019-2020.

The committee suggested that faculty members should undertake consultancy MDP, SDP, research project to strengthen their profiles.

Budget approved by: Mrs. Rachana Navale Ashtekar

The meeting concluded with thanks to the Chair.

Prof. M. N. Navale Founder President

STES

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary

STES

Dr. Chandrani Singh Director (MCA)

SIOM

Sinhgad Technical Education Society's Sinhgad Institute of Management Vadgaon (Bk.), Pune-411041

Minutes of the Meeting of Governing Body (Computer Courses)

Ref. No. SIOM/2019-20/

Date:

A meeting of the Governing Body of Sinhgad Institute of Management was held on Monday 7th October 2019 at 4.30 p.m.in the office of the Founder Secretary, STES, Erandwane, Pune - 411 004.

The following members were present:

1. Prof. M.N.Navale, Founder President, 5165	: Chairman
2. Dr.Mrs. Sunanda M.Navale, Founder Secretary, STES	: Member
3. Mr. Rohit M Navale, Vice President, STES	: Member
4. Mrs. Rachana Navale Ashtekar, Vice President, STES	: Member
5. Dr. Arvind Deshpande, Director, STES	: Member
6. Dr. Chandrani Singh, Director - MCA, SIOM	: Member Secretary

Prof. M.N. Navale was in the chair.

The following business was transacted.

7. Mr. G.K. Shahani, Director, Projects, STES

1. Confirmation of the minutes of the previous meeting

The Member-Secretary read out the minutes of the previous meeting of the Governing Body held on 6th May, 2019. Members approved the same unanimously and the following resolution was passed.

Resolved that the minutes of the previous meeting of the Governing Body held on 6th May, 2019 are hereby approved.

Minutes Approved by: Dr. (Mrs.) Sunanda M. Navale

: Special Invitee

- To discuss and consider the recommendations of the following Sub- Committees of the Local Management Committee.
 - A. Finance Committee:-
 - Approval of the Revised Annual Budget for the second half of the Financial Year 2019 20.

The committee discussed the budget in detail and approved the same.

ii. Committee went through the details of expenditure for the first half of the financial year 2018-19 and approved the same. The Committee also insisted that the expenses should be optimized as per the need and priority of the work.

Budget Approved by : Prof. M. N. Navale

- B. Purchase/ Equipment Committee:-
- To approve purchases made from 1st April, 2019 to 30th September, 2019.

The Member Secretary presented the details of purchases made from 1st April, 2019 to 30th September, 2019.

The committee discussed on the purchases and approved the same.

ii. To approve the purchases to be made :

Committee deliberated on the various purchases to be made and approved with some changes.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

C. Building Committee:

i. To discuss and approve the matter related to Building and its maintenance.

The Member Secretary briefed the committee about the details of repairs and maintenance work carried out at SIOM building. The committee members physically inspected the work carried out in the building.

- ii. The committee has approved the repairs and maintenance work carried out.
- The repair and maintenance of the building should be carried out on priority basis as and when required.

Budget Approved by : Prof. M. N. Navale

D. Staff Selection Committee:

- The Member Secretary briefed the committee on faculty and submitted the list of newly joined and resigned faculty.
- II. The Committee has reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.
- The Committee expressed satisfaction on overall performance of faculty and utilization of faculty for the institution.

Budget Approved by : Dr. (Mrs.) Sunanda M. Navale

3. To review the approval status of SIOM from concerned authorities

The Director briefed the committee on the approval and accreditation status and compliances made with AICTE and Savitribai Phule Pune University. The Institute is accredited by NAAC for 5 years.

4. To discuss about the Progress Report of the Institute since the last meeting.

The Committee members have expressed satisfaction over the academic performance of the students.

The committee also suggested that additional efforts should be taken to keep maximum university ranks in each stream/course.

The Member Secretary presented the Progress Report of the Institute since the last meeting. He highlighted the following points:

 Result Analysis: The percentage of passing for various courses is satisfactory and efforts should be taken to improve the results.



- Increase in the Faculty Participation and Presentation of papers in seminars and conference. The efforts made by Industry-Institute Interaction committee helped the faculty development in form of 'Faculty Internships'. The Member Secretary explained the various innovative measures taken by SIOM for the continuous development of Faculty members and Students. The committee members suggested that faculty members should publish minimum two research papers in a year in reputed journals/ proceedings.
- iii. The placement record has been satisfactory. The highest salary and average salary figures drawn by the placed students are also satisfactory. The yearly organization of ALUMNI MEETS is proving helpful for Placement.
- iv. The Member Secretary informed the committee that Institute could make this progress because of the team effort by both teaching and non-teaching staff and sincere efforts of management in fulfilling the requirements and norms set by various government authorities. The University Nominee expressed his appreciation on the progress made by the Institute.
- v. The committee reviewed the performance appraisal report of Faculty members and expressed satisfaction over the procedure of conducting the same.
- vi. The committee stressed on putting more efforts to strengthen industry and social research work. It was also suggested that there should be more focus on consultancy and research.

The data required to support the above points was presented in front of the GB and Committee expressed the satisfaction on the same. The Committee reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.

Budget Approved by : Mr. Rohit M. Navale

To discuss the proposed plan of activities.

The Member Secretary briefed the committee and submitted the schedule of Co-curricular and Extra curricular activities and Academic calendar for the second half of the academic year 2019-20.

The committee members have appreciated the efforts taken by the Director and staff for organizing various co-curricular activities like guest lectures, seminars etc...

Budget Approved by : Mrs. Rachana Navale Ashtekar

To discuss any other item with the permission of the chair.

Since there was no other point on the agenda, meeting was concluded with the thanks to the chair.

Dr. (Mrs.) Sunanda M. Navale

Founder President, STES& Chairman Founder Secretary, STES& Member

Dr. Chandrani Singh

Director & Member Secretary

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE BUILDING SUB-COMMITTEE

(Computer Courses)

Ref. No.:SIOM/2019-20/

Date:

A meeting of the Building Sub-Committee (Computer Courses) was held on Monday, 7th October 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. M.	N. Navale,	Founder	President	STEE
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2. Dr. (Mrs.) Sunanda M. Navale, Founder Secretary, STES

3. Mr. Rohit M. Navale, Vice President, STES

4. Mrs. Rachana Navale Ashtekar, Vice President, STES

5. Dr. A.V. Deshpande, Director, STES

6. Dr. Milind Godase, Professor, SIOM

7. Dr. (Mrs.)Manisha Kumbhar, Professor, SIOM

8. Dr. Vidya Gavekar, Associate Professor, SIOM

9. Mr. G. G. Shinde, P.A.to Director, SIOM

10. Dr. Chandrani Singh, Director - MCA, SIOM

11. Mr. G.K. Shahani, Director (Project), STES

Chairman

Member

Member

Member

Member

Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non- Teaching

Staff

Director & Convener

Special Invitee

Prof. M.N. Navale was in the Chair,

The following business was transacted.

1. Approval of minutes of the previous meeting held on May 6, 2019. The Convener read out the minutes of the previous meeting.

Minutes Approved by: Dr. (Mrs.) Sunanda M. Navale

Maintenance status of the Sinhgad Institute of Management Building.

The repair and maintenance work of SIOM building is carried out as and when required. The committee approved the repairs carried out during the first half of the academic year.

3. Convener read out the proposals for maintenance work of SIOM building.

Committee approved the proposals for maintenance work of existing Sinhgad

Institute of Management building.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Dr. (Mrs.) Sunanda M. Navale

Dr.Chandrani Singh

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE PURCHASE SUB-COMMITTEE (Computer Courses)

Ref. No.:SIOM/2019-20/

Date:

A meeting of the Purchase Sub-Committee (Computer Courses) was held on Monday, 7th October 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. M. N. Navale, Founder President, STES,	C
2.	Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES	N

3. Mr. Rohit M. Navale, Vice President, STES

4. Mrs. Rachana Navale Ashtekar, Vice President, STES

5. Dr. A.V. Deshpande, Director, STES

Dr. Milind Godase, Professor, SIOM

Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM
 Dr. Vidya Gavekar, Associate Professor, SIOM

9. Mr. G. G. Shinde, P.A.to Director, SIOM

10. Dr. Chandrani Singh, Director - MCA, SIOM

11. Mr. G .K. Shahani, Director (Project), STES

Chairman

Member

Member

Member

Member Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non- Teaching

Staff

Director & Convener

Special Invitee

Prof. M.N. Navale was in the Chair.

The following business was transacted.

Approval of minutes of previous meeting held on May 6, 2019.
 The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Prof. M. N. Navale

2. To approve the purchases of equipments made from April 1, 2019 to September 30, 2019.

The committee approved the purchases made from April 1, 2019 to September 30, 2019.

It was decided to purchase the proposed requirements.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof. M. N. Navale

Dr. (Mrs.) Sunanda M. Navale

Dr. Chandrani Singh

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE STAFF SELECTION SUB-COMMITTEE (Computer Courses)

Ref. No.:SIOM/2019-20/

Date:

A meeting of the Staff Selection Sub-Committee (Computer Courses) was held on Monday, 7th October 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. M. N. N	avale, I	ounder President,	ST	ES.
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2. Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES

3. Mr. Rohit M. Navale, Vice President, STES

4. Mrs. Rachana Navale Ashtekar, Vice President, STES

Dr. A.V. Deshpande, Director, STES

Dr. Milind Godase, Professor, SIOM

7. Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM

8. Dr. Vidya Gavekar, Associate Professor, SIOM

9. Mr. G. G. Shinde, P.A.to Director, SIOM

Dr. Chandrani Singh, Director, SIOM

11. Mr. G .K. Shahani, Director (Project), STES

Chairman

Member

Memher

Member

Member

Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non-Teaching

Staff

Director & Convener

Special Invitee

The following business was transacted.

1. Approval of minutes of previous meeting held on May 6, 2019. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Mrs. Rachana Navale Ashtekar

2. Three faculty members have joined whereas two faculty members have left after the last Governing Body meeting.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

3. The committee authorized the Director to recruit the staff to satisfy the norms set by AICTE.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Dr. (Mrs.) Sunanda M. Navale

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE FINANCE SUB-COMMITTEE (Computer Courses)

Ref. No.:SIOM/2019-20/

Date:

A meeting of the Finance Sub-Committee (Computer Courses) was held on Monday, 7th October 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. M. N. Navale, Founder President, STES,	Chairman
	Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES	Member
3.	Mr. Rohit M. Navale, Vice President, STES	Member
4.	Ms. Rachana Navale Ashtekar, Vice President, STES	Member
5.	Dr. A.V. Deshpande, Director, STES	Member
G.	Dr. Millind Godase, Professor, SIOM	Representative Teaching Staff
7.	Dr. (Mrs.) Manisha Kumbhar, Professor, SIOM	Representative Teaching Staff
8.	Dr. Vidya Gavekar, Associate Professor, SIOM	Representative Teaching Staff
9.	Mr. G. G. Shinde, P.A.to Director, SIOM	Representative Non-Teaching

9. Mr. G. G. Sninde, P.A.to Director, SIOM
Representative Non- Teaching
Staff
Director & Convener
Special Invitee

Prof. M.N. Navale was in the Chair.

The following business was transacted.

 Approval of minutes of previous meeting held on May 6, 2019. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Dr. (Mrs.) Sunanda M. Navale

To approve the Revised Annual Budget for the year 2019-2020 and recommend the same to the Governing Body.

The Committee approved the Revised Annual Budget for the year 2019-2020 with a few modifications and recommended the same to the Governing Body and resolved that the Revised Annual Budget for the year 2019-2020 (Computer courses) be and is hereby approved. Resolved further that the same would be recommended to the Governing Body for its approval.

Budget Approved by: Prof. M. N. Navale



3. To approve the expenditure incurred from April 1, 2019 to September 30, 2019. Convener presented the details of expenditure incurred from April 1, 2019 to September 30, 2019. The committee approved the same.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

4. To consider any other matter with the permission of the chair.

Since there was no other business to be transacted the meeting was concluded with the thanks to the Chair.

Prof.M.N. Navale

Dr. (Mrs.) Sunanda M. Navale

Dr. Chandrani Singh



Sinhgad Technical Educational Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE & Accredited by NAAC)

S.No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

GOVERNING BODY

ATTENDANCE & MoM - 2018

A meeting of the <u>Local Managing Committee (MBA)</u> of Sinhgad Institute of Management was held on 16/10/2018 at 1.00 p.m in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

Sr. No.	owing members were present for Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	Wy
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	Smil
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	WB.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	3/
5	Dr. A. V. Deshpande. Director , TE Society, Vadgaon (Bk)	Member	Spins
6	Dr. Devidas G. Golhar Professor SIOM, Pune - 41	Representative Teaching Staff	
7	Dr.Shubhangee Ramaswamy Professor SIOM, Pune – 41	Representative Teaching Staff	-85
8	Dr. Sanmat Sheety Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	Sh
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	(8t
10	Dr. Parag C.Kalkar Director, SIOM,Pune - 41	Director Member - Secretary	Diod
	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	A

A meeting of the <u>Local Managing Committee (MCA)</u> of Sinhgad Institute of Management was held on 16/10/2018 at 1.00 p.m in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

Sr. No.	T. T	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	My
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	Smil
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	UF.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) ST. Society	Member	Ch
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Junt
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	Vantes
7	Dr.Milind S. Godase Professor SIOM, Pune – 41	Representative Teaching Staff	Dodare
8	Dr. (Mrs).Vidya Gavekar Asm. Professor SIOM, Pune – 41	Representative Teaching Staff	And I
,	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	(8 C)
0	Dr. Chandrani Singh. Director (MCA) SIOM,Pune - 41	Director Member - Secretary	chift
	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	l de

A meeting of the <u>Governing Body Meeting-Management Courses</u> of Sinhgad Institute c^c Management was held on 16/10/2018 at 4.00 p.m.in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune - 411 004.

Sr. No.		Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	Wit
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	Some
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	WK
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	(3)
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Ama
6	Mr. G. K. Shahani. Director (Project), STE Society,	Member	lk.
7	Dr. Devidas G. Golhar HOD,Professor SIOM, Pune - 41	Member	RL_
8	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Member	-
9	Mr.Uday Naik Associate Professor,Siom	Member	boars
0	Dr. Sanmat Sheety Asst.Professor SIOM, Pune - 41	Member	SX
1	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Member	GL
2	Mr.Sudesh Sharma IQAC Co-ordinator	Member	lost -
3	Mr.Vaibhava Tiwari President,Student Council	Member	0
1	Mr.Siddharth Bharadwaj Secretary,Student Council	Member	4
;	Dr.Parag C.Kalkar Director, S'OM,Pune - 41	Director& Member Secretary	MILL

A meeting of the <u>Governing Body Meeting-Computer Courses</u> of Sinhgad Institute of Management was held on 16/10/2018 at 4.00 p.m.in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	Unt
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	ammil
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	WIZ
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	7
5	Dr. A. V. Deshpande. Director , S1E Society, Vadgaon (Bk)	Member	Samp
6	Mr. G. K. Shahani. Director (Project), STE Society,	Member	lk
7	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Member	Valley
8	Dr.Milind S. Godase Professor SIOM, Pune - 41	Member	Dodara
)	Dr. (Mrs).Vidya Gavekar Asso. Professor SIOM, Pune - 41	Member	Mean
0	Dr. (Mrs).Rajeshree Khande Asso. Professor S. JM, Pune - 41	Member	
	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Member	62
	Dr. Sunil Khilari IQAC Co-ordinator	Member	
	Mr.Mehulkumar SUryawanshi President,Student Council	Member	
. 3	Mr.Lavkush Das Kumar Secretary,Student Council	Member	
1	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Director& Member Secretary	an

A meeting of the <u>Finance Sub -Committee -Management Courses</u> of Sinhgad Institute of Management was held on 16/10/2018 at 11.00 a.m in the office of the Secretary, Sinhgad Technical Education Society, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	My
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Smand
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	UZ.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	37
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Jung
6	Dr. Devidas G. Golhar Professor SIOM, Pune - 41	Representative Teaching Staff	D.
7	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	
8	Dr. Sanmat Sheety Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	SX
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	Gl
10	Dr.Parag C.Kalkar Director, SIOM,Pune - 41	Member - Secretary	britis
1	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Ch.

A meeting of the <u>Purchase Sub -Committee-Management Courses</u> of Sinhgad Institute of Management was held on 16/10/2018 at 11.00 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane Pune – 411 004.

Sr. No.	* T	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Wy -
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Som
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	MR
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	31
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Auto
6	Dr. Devidas G. Golhar Professor SIOM, Pune - 41	Representative Teaching Staff	W_
7	Or.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	1
8	Dr. Sanmat Sheety Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	Sh
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	(gl
0	Dr.Parag C.Kalkar Director, SIOM,Pune - 41	Member - Secretary	page
1	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	l he

A meeting of the <u>Building Sub -Committee -Management Courses</u> of Sinhgad Institute of Management was held on 16/10/2018 at 11.00 a.m in the office the of Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Mul
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Som
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	WR.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	37
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Ship
6	Dr. Devidas G. Golhar Professor SIOM, Pune - 41	Representative Teaching Staff	W
7	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	199
8	Dr. Sanmat Shelety Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	57
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune 41	Representative Non - Teaching Staff	Gl
10	Dr.Parag C.Kalkar Director, SIOM,Pune - 41	Member - Secretary	DATE
1	Ar. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Ch

A meeting of the <u>Staff Selection Sub - Committee - Management Courses</u> of Sinhgad Institute of Management was held on 16/10/2018 at 11.00 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale, Founder President, STE Society	Chairman	My
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Small
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	WA.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	(3:7
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Fund
6	Dr. Devidas G. Golhar Professor SIOM, Pune - 41	Representative Teaching Staff	R.L.
7	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	-
8	Dr. Sanmat Sheety Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	SIX
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	(gl
10	Dr.Parag C.Kalkar Director, SIOM,Pune - 41	Member - Secretary	POP
1	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	lle

A meeting of the <u>Finance Sub - Committee - Computer Courses</u> of Sinhgad Institute of Management was held on 16/10/2018 at 11.00 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	My-
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Simil
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	WK.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	3=
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Just
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	hou to
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	Godane.
8	Dr. (Mrs).Rajeshree Khande Asso. Professor TIOM, Pune - 41	Representative Teaching Staff	P.
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	Gl
0	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	Chyl
L	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	lle

A meeting of the <u>Purchase Sub-Committee -Computer Courses</u> of Sinhgad Institute of Management was held on 16/10/2018 at 11.00 a.m in the office of the Secretary, Sinhgac' Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	My
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Some
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	W.K.
4	.Ars.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	37
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	July
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	Jauton
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	Moder
3	Dr. (Mrs).Rajeshree Khande Asso. Professor SIOM, Pune - 41	Representative Teaching Staff	V.
)	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	Gl
0	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	Cop
ı	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Me

A meeting of the <u>Building Sub -Committee-Computer Courses</u> of Sinhgad Institute of Management was held on 16/10/2018 at 11.00 a.m in the office the of Secretary, Sinhgad Technical Education Society's, Erandwane, Pune – 411 004.

N	r. o. Name	Designation	Signature
1	STE Society	Chairman	The second
2	Dr. (Mrs.) Sunanda M. Navalo	Member	Samuel Comment
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	113
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	37
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Shuch
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	Vaites
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	Doden
8	Dr. (Mrs).Rajeshree Khande Asso. Professor SIOM, Pune - 41	Representative Teaching Staff	1
)	Mr.G.G.Shinde'A. to Director, SIOM, Pune -41	Representative Non - Teaching	Gl
0	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Staff Member – Secretary	M
ı	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	elle

A meeting of the Staff Selection Sub - Committee - Computer Courses of Sinhgad Institute of Management was held on 16/10/2018 at 11.00 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

1.00	Sr. No. Name	Designation	Signature
	Prof. M. N. Navale. Founder President, STE Society	Chairman	Signature
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Smoot
3	STE Society	Member	11.73
4	TE Society (Admin)	Member	21
5	Dr. A. V. Deshpande. Director, STE Society, Vadgaon (Bk)	Member	Shud
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative) suites
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative	Dodowa
8	Dr. (Mrs).Rajeshree Khande Asso. Professor SIOM, Pune - 41	Representative	D My
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching	al
0	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Staff Member - Secretary	Congr
	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	lle

Sinhgad Technical Education Society's

Sinhgad Institute of Management

Vadgaon (Bk), Pune-411041

Minutes of the Meeting of Governing Body (Management Courses)

Ref. No. SIOM/2018-19/

Date:

A meeting of the Governing Body of Sinhgad Institute of Management was held on Thursday, 16th October, 2018 at 4.00 p.m. in the office of the Founder Secretary, STES Erandwane, Pune – 411 004.

The following members were present:

 Prof. M. N. Navale, Founder President, STES Dr. (Mrs.) Sunanda M. Navale, Founder Secretary, STES Mr. Rohit M Navale, Vice President, STES Mrs. Rachana Navale Ashtekar, Vice President, STES Dr. Arvind Deshpande, Director, STES Dr. Devidas Golhar, HOD, SIOM Dr. Shubhangee Ramaswamy, Professor, SIOM Mr. Uday Naik, Associate Professor, SIOM Dr. Sanmat Shetty, Asst. Professor, SIOM Mr. G. G.Shinde, Non Teaching Representative Mr. Sudesh Sharma, IQAC Coordinator Ms. Vaibhava Tiwari, President Student Council Mr. Siddharth Bharadwaj, Secretary, Student Council Dr. Parag Kalkar, Director - SIOM Mr. G.K. Shahani, Director, Projects, STES 	: Chairman : Member
a notice, i rejects, or Lo	: Special Invitee

Prof. M.N. Navale was in the chair.

The following business was transacted.

1. Confirmation of the minutes of the previous meeting.

The Member-Secretary read out the minutes of the previous meeting of the Governing Body held on 10th May, 2018. Members approved the same unanimously and the following resolution was passed.

Resolved that the minutes of the previous meeting of the Governing Body held on 10^{th} May, 2018 are hereby approved.

Minutes Approved by : Dr. (Mrs.) Sunanda M. Navale

 To discuss and consider the recommendations of the following Sub-committees of the Local Management Committee.

A. Finance Committee:-

Approval of the Revised Annual Budget for the Financial Year 2018 – 19.

The committee discussed the budget in detail and approved the same.

ii) Committee went through the details of expenditure for the first half of the financial year 2018-19 and approved the same. The Committee also insisted that the expenses should be optimized as per the need and priority of the work.

and

Budget Approved by: Prof. M. N. Navale

- B. Purchase/ Equipment Committee:-
- To approve purchases made from 1st April, 2018 to 30th September, 2018:

The Member Secretary presented the details of purchases made from 1st April, 2018 to 30th September, 2018. The committee discussed on the purchases and approved the same.

ii) To approve the purchases to be made: Committee deliberated on the various purchases to be made and approved with some changes.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

C. Building Committee:

i. To discuss and approve the matter related to Building and its maintenance.

The Member Secretary briefed the committee about the details of repairs and maintenance work carried out at SIOM building. The committee members physically inspected the work carried out in the building.

- ii. The committee has approved the repairs and maintenance work carried out.
- The repair and maintenance of the building should be carried out on priority basis as and when required.

Budget Approved by : Prof. M .N. Navale

D. Staff Selection Committee:

- The Member Secretary briefed the committee on faculty and submitted the list of newly joined and resigned faculty members.
- ii. As far as faculty strength is concerned, the committee has observed that the existing faculty strength in total is meeting the AICTE norms. The Committee has reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.
- The Committee expressed satisfaction on overall performance of faculty and utilization of faculty for the institution.

Budget Approved by : Dr. (Mrs.) Sunanda M. Navale

To review the approval status of SIOM from concerned authorities

The Director briefed the committee on the approval and accreditation status and compliances made with AICTE and Savitribai Phule Pune University.



4. To discuss about the Progress Report of the Institute since the last meeting.

The Committee members have expressed satisfaction over the academic performance of the students.

The committee also suggested that additional efforts should be taken to keep maximum university ranks in each stream/course.

The Member Secretary presented the Progress Report of the Institute since the last meeting. He highlighted the following points:

- Result Analysis: The percentage of passing for various courses is satisfactory and efforts should be taken to improve the results.
- ii. Increase in the Faculty Participation and Presentation of papers in seminars and conference. The efforts made by Industry-Institute Interaction committee helped the faculty development in form of 'Faculty Internships'. The Member Secretary explained the various innovative measures taken by SIOM for the continuous development of Faculty members and Students. The committee members suggested that faculty members should publish minimum two research papers in a year in reputed journals/ proceedings.
- iii. The placement record has been satisfactory. The highest salary and average salary figures drawn by the placed students are also satisfactory. The yearly organization of ALUMNI MEETS is proving helpful for Placement.
- iv. The Member Secretary informed the committee that Institute could make this progress because of the team effort by both teaching and non-teaching staff and sincere efforts of management in fulfilling the requirements and norms set by various government authorities. The University Nominee expressed his appreciation on the progress made by the Institute.
- v. The committee reviewed the performance appraisal report of Faculty members and expressed satisfaction over the procedure of conducting the same.
- vi. The committee stressed on putting more efforts to strengthen industry and social research work. It was also suggested that there should be more focus on consultancy and research.

The data required to support the above points was presented in front of the Governing Body and the Committee expressed the satisfaction on the same. The Committee reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.

Budget Approved by : Mr. Rohit M. Navale

To discuss the proposed plan of activities.

The Member Secretary briefed the committee and submitted the schedule of Co-curricular and Extra curricular activities and Academic calendar for the second half of the academic year 2018-19.

mod

The committee members have appreciated the efforts taken by the Director and staff for organizing various co-curricular activities like guest lectures, seminars etc..

Budget Approved by : Mrs. Rachana Navale Ashtekar

6. To discuss any other item with the permission of the chair.

Since there was no other point on the agenda, meeting was concluded with the thanks to the chair.

Prof.M.N. Navale

Founder President, STES&Chairman

Dr. (Mrs.) Sunanda M. Navale

FounderSecretary,STES&Member

Director & Member Secretary

Sinhgad Technical Education Society's Sinhgad Institute of Management, Sr. No. 44/1, Sinhgad Rd.Vadgaon(Bk.), Pune-411041

Minutes of Local Managing Committee (MBA) Of Sinhgad Institute of Management

Ref: SIOM/2018-2019/

16/10/2018

A meeting of the Local Managing Committee of Sinhgad Institute of Management was held on Tuesday 16/10/2018 at 12.00 noon in the office of The Founder Secretary, STES, Erandwane, Pune – 411004. The following members were present:

 Prof. M. N. Navale, Founder President, STES, 	Chairman
Dr. (Mrs.) Sunanda M. Navale, Founder Secretary, STES	Member
Mr. Rohit M. Navale, Vice President, STES	Member
 Mrs. Rachana Navale-Ashtekar, Vice President, STES 	Member
Dr. A.V. Deshpande, Director, STES	Member
Dr. Devidas Golhar, Professor, SIOM	Representative Teaching Staff
Dr. Shubhangee Ramaswamy, Professor, SIOM	Representative Teaching Staff
Dr. Sanmath Shetty, Asst. Professor, SIOM	Representative Teaching Staff
Mr. G. G. Shinde, P. A. to Director, SIOM	Representative Non-
	Teaching Staff
 Dr. Parag C. Kalkar, Director, SIOM 	Member Secretary
 Mr. G. K. Shahani, Director (Project), STES 	Special Invitee

Prof. M. N. Navale was in the Chair.

Dr. Parag C. Kalkar greeted the members of the Committee with a warm welcome.

1) Confirmation of the minutes of the previous meeting held on 10th May 2018.

The Member Secretary read out the minutes of the previous Local Managing Committee meeting held on 10th May 2018, the same were accepted and confirmed unanimously.

Approved by: Dr. (Mrs.) Sunanda M. Navale

Resolved that the minutes of the previous meeting of the Local Managing Committee held on 10th May 2018 be and are hereby accepted and approved.

Approved by: Dr. (Mrs.) Sunanda M. Navale

Somme

Consideration of revised Annual Financial Estimates Proposed (Annual Budget) for academic Year 2018-2019

The Member Secretary presented the proposed annual financial estimates for the year 2018-2019 to the committee.

After a detailed discussion, members suggested changes as follows:

- Efforts should be made to recover balance fees from the students in time.
- Do compliance /follow up to recover the scholarship of SC,ST,OBC, etc. from Samajkalyan office as early as possible.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

3) To discuss the actual income and expenses and amount to be taken on following points -

A. 1. Tution Fees:

The Member Secretary informed that the total fees for 01.04.2018 to 31.03.2018 was 1362.26 lakhs of which the actual income was 761.08 lakhs. The receivables are 491.33 lakhs from Samaj Kalyan and 109.85 lakhs from students.

2. Student Activity Fees:

The actual fees received was 10.69 lakhs for 01.04.2018 to 30.09.2018. No receivable from students.

Budget approved by: Prof. M. N. Navale

B. Non-Recurring Expenses -

Renovation and Interior Furnishing of existing building/Repairs & Mintenance:

The Member Secretary presented before the Committee the actual expenditure towards renovation and interior furnishing of existing building for 01.04.2018 to 30.09.2018 is zero & towards Repairs & Maintenance 1.44 lakhs & 1.00 lakhs was discussed and approved for 01.10.2018 to 31.03.2019 by the committee under this head.

2) Equipments and Tools:

The Member Secretary presented before the Committee the actual expenditure which was discussed and approved by the committee for equipments and tools is zero for the period 01.04.2018 to 30.09.2018. The Member Secretary proposed 2.00 lakhs towards Equipments and Tools for 01.10.2018 31.03.2019, 0.50 lakhs was discussed and approved by the committee under this head. At present we have Equipments and Tools worth 677.47 lakhs.

3) Library Books:

The Member Secretary presented before the Committee, that the actual expenditure for Library Books is zero for the period 01.04.2018 to 30.09.2018. No expenses were proposed by the Member Secretary towards Library Books for the period 01.10.2018 31.03.2019. At present we have Library Books worth 123.86 lakhs.



4) Furniture and Fixtures:

The Member Secretary presented before the Committee, that the actual expenditure for Furniture & Fixtures zero for the period 01.04.2018 to 30.09.2018. No expenses are approved by the committee under this head for the period 01.10.2018 31.03.2019. At present we have Furniture & Fixtures worth 592.98 lakhs.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

C. Recurring Expenses -

1) Periodicals and Journals:

The Member Secretary presented before the Committee the actual expenditure which was discussed and approved for periodicals and journals for the period 01.04.2018 to 30.09.2018. 0.63 lakhs were approved by the committee for 01.10.2018 to 31.03.2019 under this head. The expenses included subscription for 31 International 122 National journals in printed form and subscription of E-Journals (J-Gate, ProQuest).

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

2) The Member secretary presented before the Committee the actual expenditure 0.02 lakhs for 01.04.2018 to 30.09.2018 was discussed and approved by the committee. The Member Secretary proposed 0.02 lakhs towards news papers for the period 01.10.2018 to 31.03.2019, which was discussed and approved by the committee.

D. Recurring expenses - Salary:

a. Salary:

The Member Secretary presented before the Committee the expenses against salary being 595.65 lakhs which were discussed and approved by the committee for the period 01.04.2018 to 30.09.2018. The Institute has 168 staff which includes 46 Teaching staff. The Member Secretary proposed 317.85 lakhs for salary expenses for the period 01.10.2018 31.03.2019. The Committee sanctioned 317.85 lakhs for the same period.

Budget approved by: Prof. M. N. Navale

b. Gathering /Cultural Expenses/ Student /Staff Welfare/ Alumni Expenses:

The Member Secretary presented before the Committee the student welfare expenses were zero lakhs, staff welfare expenses were zero, for 01.04.2018 to 30.09.2018. The Member Secretary proposed the Gathering/ cultural expenses were zero, Student welfare expenses 0.37 lakhs, Staff welfare expenses 0.10 lakhs, Gathering / Cultural expenses 0.20 lakhs & Alumni expenses 4.00 lakhs were discussed and approved by the Committee for the period 01.10.2018 to 31.03.2019.

Budget approved by: Mr. Rohit M. Navale

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c. Office / Travelling Conveyance Expenses:

The Member Secretary presented the actual expenses for the period 01.04.2018 to 30.09.2018 being 0.50 lakhs for office expenses & 0.23 lakhs for travelling expenses which was discussed by the committee.

The Member Secretary proposed 0.49 lakhs before the Committee towards office expenses & 0.32 lakhs towards travelling expenses for the period 01.10.2018 31.03.2019, was sanctioned by the Committee.

Budget approved by : Mrs. Rachana Navale Ashtekar

d. Postage and Courier:

The Member Secretary presented the actual expenses towards postage and courier for the period 01.04,2018 to 30.09.2018 being 0.05 lakhs, which was discussed and approved by the committee.

The Member Secretary proposed 0.10 lakhs before the Committee towards postage and courier expenses for the 01.10.2018 31.03.2019, which was sanctioned by the Committee.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

e. Printing and Stationery:

The Member Secretary presented the actual expenses for printing and stationery which was 0.72 lakhs for the period 01.04.2018 to 30.09.2018, which includes printing of SIOM Journal, Impact Magazine and other office stationery. The same was discussed and approved by the committee.

The Member Secretary proposed 1.77 lakhs before the Committee for printing and stationery for the period 01.10.2018 to 31.03.2019, 1.77 lakhs was sanctioned by the Committee.

Budget approved by: Mr. Rohit M. Navale

f. Remuneration to Visiting Faculty / Committee Visit Expenses:

The Member Secretary presented the actual expenses for remuneration to visiting faculty for the period 01.04.2018 to 30.09.2018 being 0.66 lakhs which was discussed by the committee.

The Member Secretary proposed 0.83 lakhs before the Committee for remuneration to visiting faculty for the period 01.10.2018 to 31.03.2019, 0.60 lakhs was discussed and was approved by the Committee.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

g. Leave Record:

The Member Secretary presented before the Committee that leaves are granted to the staff as per Society norms and a proper record of the same has been maintained in the Institute's office.

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E) Academic Expenses –

a. Seminar and Exhibitions:

The Member Secretary presented the actual expenditure of 0.036 lakhs towards Seminar and Exhibition expenses for the period 01.04.2018 to 30.09.2018. The Expenses include various events organized by Institute like Quiz Competitions, etc. The Member Secretary proposed 0.27 lakhs for 01.10.2018 to 31.03.2019, the Committee sanctioned 0.27 lakhs towards Seminar and Exhibition expenses.

Budget approved by ; Mr.Rohit M. Navale

b. Training and Placement:

The Member Secretary presented the actual expenditure of 0.11 lakhs towards Training and placement expenses for the period 01.04.2018 to 30.09.2018. The Member Secretary proposed 2.00 lakhs against Training and Placement activities for the period 01.10.2018 to 31.03.2019, 1.88 lakhs was discussed and approved by the committee.

Budget approved by : Mr.Rohit M. Navale

c. Software Expenses:

The Member Secretary presented the actual expenses, as per MoU with Bloomberg, 7.95 lakhs were paid as Bloomberg terminal charges for the period 01.04.2018 to 30.09.2018 which was discussed and approved by the committee. The Member Secretary proposed 10.93 lakhs before the Committee towards Software Expenses for the period 01.10.2018 to 31.03.2019 which was sanctioned by the Committee.

Budget approved by : Mr.Rohit M. Navale

d. Exam. / Eligibility/ Pro-rata/ Affiliation/ Insurance/Medical fees:

The Member Secretary presented the actual expenditure of 23.14 lakhs towards Examination fees, 1.69 lakhs towards Eligibility Fees, 1.96 lakhs towards Pro-rata, 4.69 lakhs towards Affiliation fees, for the period 01.04.2018 to 30.09.2018 which was sanctioned by the Committee.

The Member Secretary proposed 23.90 lakhs as expenses towards Examination fees, 1.57 lakhs towards Eligibility fees, 1.22 lakhs towards Pro-rata, 4.69 lakhs towards Affiliation fees, for the period 01.10.2018 to 31.03.2019. The Eligibility fees should distributed proportionately among the non-teaching staff including Director as per SPPU Circular.

Budget approved by : Mrs.Rachana Navale Ashtekar

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e. Consumables:

The Member Secretary presented 0.09 lakhs as actual expenses towards consumables for the period 01.04.2018 to 30.09.2018. The Member Secretary proposed 0.23 lakhs and the Committee sanctioned 0.23 lakhs against consumables for 01.10.2018 to 31.03.2019.

Budget approved by : Mrs.Rachana Navale Ashtekar

f. SPPU/AICTE for grants Exam./ Research/ Seminar / Sports/Equipments :

The Member Secretary presented SPPU / AICTE Grant, EXAM Grant 3.99 lakhs, for the period 01.04.2018 to 30.09.2018. The Member Secretary proposed 2.85 lakhs for SPPU / AICTE grant, 5.00 lakhs against Exam Grant, Equipment/Sports Grant 2.00 lakhs which was sanctioned and approved by the Committee. It was suggested to generate maximum grant/funding from the University or any other authority for this activity.

Budget approved by : Mr.Rohit M. Navale

Other Misc. Exp. Cleaning/News Papers/Guest Enter./Research Cell Exps./Bank Charges;

The Member Secretary presented the actual expenditure for Bank charges 0.06 lakhs, Research Cell Expenses 0.50 lakhs for the period 01.04.2018 to 30.09.2018 which was sanctioned by the Committee. The Member Secretary proposed 0.10 lakhs for bank Charges, 0.96 lakhs for Research Cell Expenses for 01.10.2018 to 31.03.2019, 1.88 lakhs were sanctioned by the Committee.

i. Refundable Deposit/Excess Fee/Admission Cancellation:

The Member Secretary proposed 0 lakhs for Refundable Deposit for the period 01.04.2018 to 30.09.2018, 35.08 lakhs was sanctioned and approved by the Committee for the period 01.10.2018 to 31.03.2019.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

4. Staff Requirement and Workload -

The present staff' should be utilised to their full capacity and only if required visiting faculty as a expert may be called on subject basis.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

5. Review of Academic Affairs:

The term started from July 01,2018

 Committee reviewed the list of Seminars and Workshops being organized after the last L.M.C. (i.e. after July 01,2018) and use of University Grant, Sponsorship for the same.



 Results of all the examinations of MBA conducted in May 2018 were declared in July 2018. The results of all the courses were satisfactory.
 Committee suggested that extra efforts to be invested for improving placement percentage.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

The Member Secretary informed in the meeting, the second half of the academic calender for the academic Year 2018-2019 as follows:

First term

Term starts on

: Jan 1, 2019

Term ends

: 15th May, 2019

 To consider the Time-table, teaching load of faculty members and extracurricular/co curricular activities planned in the academic year 2018-2019.

The committee suggested that faculty members should undertake consultancy MDP, SDP, research project to strengthen their profiles.

Budget approved by: Mrs. Rachana Navale Ashtekar

The meeting concluded with thanks to the Chair.

Prof. M. N. Navale Founder President

STES

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary

STES

Dr. Parag C. Kalkar

Director, SIOM

44/1, Vadgaon Budruk, Pune - 411 004

MINUTES OF THE FINANCE SUB-COMMITTEE (Management Courses)

Ref. No.:SIOM/2018-19/

Date:

A meeting of the Finance Sub-Committee (Management Courses) was held on Tuesday, 16th October 2018 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

4. 5. 6. 7.	Prof. M. N. Navale, Founder President, STES, Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES Mr. Rohit M. Navale, Vice President, STES Mrs. Rachana Navale Ashtekar, Vice President, STES Dr. A.V. Deshpande, Director, STES Dr. Devidas Golhar, Professor, SIOM Dr. Shubhangee Ramaswamy, Professor, SIOM Dr. Sanmat Shetty, Asst. Professor, SIOM	Chairman Member Member Member Member Representative Teaching Staff Representative Teaching Staff
9.	Mr. G. G. Shinde, P.A.to Director, SIOM	Representative Teaching Staff Representative Non- Teaching Staff
10. 11.	Dr. Parag Kalkar, Director, SIOM Mr. G.K. Shahani, Director (Project), STES	Director & Convener Special Invite

Prof. M.N. Navale was in the Chair.

The following business was transacted.

 Approval of minutes of previous meeting held on May 10, 2018. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Dr. (Mrs.) Sunanda M. Navale

To approve the Revised Annual Budget for the year 2018-2019 and recommend the same to the Governing Body.

The Committee approved the Revised Annual Budget for the year 2018-2019 with a few modifications and recommended the same to the Governing Body and resolved that the Revised Annual Budget for the year 2018-2019 (Management courses) be and is hereby approved. Resolved further that the same would be recommended to the Governing Body for its approval.

Budget Approved by: Prof. M. N. Navale



3. To approve the expenditure incurred from April 1, 2018 to September 30, 2018. Convener presented the details of expenditure incurred from April 1, 2018 to September 30, 2018. The committee approved the same.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

4. To consider any other matter with the permission of the chair.

Since there was no other business to be transacted the meeting was concluded with the thanks to the Chair.

Prof.M.N. Navale

Dr. (Mrs.) Sunanda M. Navale

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE STAFF SELECTION SUB-COMMITTEE (Management Courses)

Ref. No.:SIOM/2018-19/

Date:

A meeting of the Staff Selection Sub-Committee (Management Courses) was held on Tuesday, 16th October 2018 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

 Prof. M. N. Navale, Founder President, STES, Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES Mr. Rohit M. Navale, Vice President, STES Mrs. Rachana Navale Ashtekar, Vice President, STES Dr. A.V. Deshpande, Director, STES Dr. Devidas Golhar, Professor, SIOM Dr. Shubhangee Ramaswamy, Professor, SIOM Dr. Sanmat Shetty, Asst. Professor, SIOM Mr. G. G. Shinde, P.A.to Director, SIOM 	Chairman Member Member Member Member Representative Teaching Staff Representative Teaching Staff Representative Teaching Staff Representative Teaching Staff
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Dr. Parag Kalkar, Director, SIOM

11. Mr. G.K. Shahani, Director (Project), STES

Staff Director & Convener Special Invite

Prof. M.N. Navale was in the Chair.

The following business was transacted.

1. Approval of minutes of previous meeting held on May 10, 2018 . The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Mrs. Rachana Navale Ashtekar

2. Seven faculty members have joined and nine faculty members have left the Institute after the last Governing Body meeting. Committee welcomed all the new members who have joined the Institute.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

3. The committee authorized the Director to recruit the staff to satisfy the norms set by AICTE.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Dr. (Mrs.) Sunanda M. Navale

Dr. Parag Kalkar

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE PURCHASE SUB-COMMITTEE (Management Courses)

Ref. No.:SIOM/2018-19/

Date:

A meeting of the Purchase Sub-Committee (Management Courses) was held on Tuesday, 16th October 2018 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. M. N. Navale, Founder President, STES,	Chairman
2.	Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES	
3.	Mr. Rohit M. Navale, Vice President, STES	Member
4.	Mrs. Rachana Navale Ashtekar, Vice President, STES	Member
5	Dr. A.V. Dochmanda Di Carros	Member
	Dr. A.V. Deshpande, Director, STES	Member

Dr. Devidas Golhar, Professor, SIOM 7. Dr. Shubhangee Ramaswamy, Professor, SIOM 8. Dr. Sanmat Shetty, Asst. Professor, SIOM

9. Mr. G. G. Shinde, P.A.to Director, SIOM

Dr. Parag Kalkar, Director, SIOM

11. Mr. G.K. Shahani, Director (Project), STES

Representative Teaching Staff Representative Teaching Staff Representative Teaching Staff Representative Non- Teaching Staff Director & Convener

Special Invitee

Prof. M.N. Navale was in the Chair.

The following business was transacted.

1. Approval of minutes of previous meeting held on May 10, 2018. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Prof. M. N. Navale

To approve the purchases of equipments made from April 1, 2018 to September 30, 2018.

The committee approved the purchases made from April 1, 2018 to September 30, 2018.

3. It was decided to purchase the proposed requirements.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Dr. (Mrs.) Sunanda M. Navale

Dr. Parag

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE BUILDING SUB-COMMITTEE (Management Courses)

Ref. No.:SIOM/2018-19/

Date:

A meeting of the Building Sub-Committee (Management Courses) was held on Tuesday, 16th October 2018 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

Prof. M. N. Navale, Founder President, STES, Dr. (Mrs.) Sunanda M. Navale, Founder Secretary, STES Mr. Rohit M. Navale, Vice President, STES Mrs. Rachana Navale Ashtekar, Vice President, STES Dr. A.V. Deshpande, Director, STES Dr. Devidas Golhar, Professor, SIOM Dr. Shubhangee Ramaswamy, Professor, SIOM	Chairman Member Member Member Member Representative Teaching Staff Representative Teaching Staff
 Dr. Sanmat Shetty , Asst. Professor, SIOM Mr. G. G. Shinde, P.A.to Director, SIOM 	Representative Teaching Staff Representative Non- Teaching Staff
 Dr. Parag Kalkar, Director, SIOM Mr. G.K. Shahani, Director (Project), STES 	Director & Convener Special Invite

Prof. M.N. Navale was in the Chair.

The following business was transacted.

1. Approval of minutes of the previous meeting held on May 10, 2018. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Dr. (Mrs.) Sunanda M. Navale

2. Maintenance status of Sinhgad Institute of Management Building.

The repair and maintenance work of SIOM building is carried out as and when required. The committee approved the repairs carried out during the first half of the academic year.

4. Convener read out the proposals for maintenance work of SIOM building. Committee approved the proposals for maintenance work of existing Sinhgad Institute of Management building.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof. M. N. Navale

Dr. (Mrs.) Sunanda M. Navale

Sinhgad Technical Education Society's

Sinhgad Institute of Management

Vadgaon (Bk), Pune-411041

Minutes of the Meeting of Governing Body (Computer Courses)

Ref. No. SIOM/2018-19/

Date:

A meeting of the Governing Body of Sinhgad Institute of Management was held on Tuesday, 16th October, 2018 at 4.00 p.m. in the office of the Founder Secretary, STES, Erandwane, Pune - 411 004.

The following members were present:

: Chairman
: Member
: Member Secretary
: Special Invitee

Prof. M.N. Navale was in the chair.

The following business was transacted.

1. Confirmation of the minutes of the previous meeting

The Member-Secretary read out the minutes of the previous meeting of the Governing Body held on 10th May, 2018. Members approved the same unanimously and the following resolution was passed.

Resolved that the minutes of the previous meeting of the Governing Body held on 10th May, 2018 are hereby approved.

Minutes Approved by: Dr. (Mrs.) Sunanda M. Navale

To discuss and consider the recommendations of the following Sub- Committees of the Local Management Committee.

A. Finance Committee:-

 Approval of the Revised Annual Budget for the second half of the Financial Year 2018 - 19.

The committee discussed the budget in detail and approved the same.



 Committee went through the details of expenditure for the first half of the financial year 2018-19 and approved the same. The Committee also insisted that the expenses should be optimized as per the need and priority of the work.

Budget Approved by ; Prof. M. N. Navale

- B. Purchase/ Equipment Committee:-
- To approve purchases made from 1st April, 2018 to 30th September, 2018.

The Member Secretary presented the details of purchases made from 1st April, 2018 to 30th September, 2018.

The committee discussed on the purchases and approved the same.

ii. To approve the purchases to be made:

Committee deliberated on the various purchases to be made and approved with some changes.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

C. Building Committee:

i. To discuss and approve the matter related to Building and its maintenance.

The Member Secretary briefed the committee about the details of repairs and maintenance work carried out at SIOM building. The committee members physically inspected the work carried out in the building.

- ii. The committee has approved the repairs and maintenance work carried out.
- The repair and maintenance of the building should be carried out on priority basis as and when required.

Budget Approved by ; Prof. M. N. Navale

D. <u>Staff Selection Committee</u>:

- The Member Secretary briefed the committee on faculty and submitted the list of newly joined and resigned faculty.
- ii. As far as faculty strength is concerned, the committee has observed that the existing faculty strength in total is meeting the AICTE norms. The Committee has reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.
- The Committee expressed satisfaction on overall performance of faculty and utilization of faculty for the institution.

Budget Approved by : Dr. (Mrs.) Sunanda M. Navale

3. To review the approval status of SIOM from concerned authorities

The Director briefed the committee on the approval and accreditation status and compliances made with AICTE and Savitribai Phule Pune University. The Institute is accredited by NAAC for 5 years.

4. To discuss about the Progress Report of the Institute since the last meeting.

The Committee members have expressed satisfaction over the academic performance of the students.

The committee also suggested that additional efforts should be taken to keep maximum university ranks in each stream/course.

The Member Secretary presented the Progress Report of the Institute since the last meeting. He highlighted the following points:

- Result Analysis: The percentage of passing for various courses is satisfactory and efforts should be taken to improve the results.
- ii. Increase in the Faculty Participation and Presentation of papers in seminars and conference. The efforts made by Industry-Institute Interaction committee helped the faculty development in form of 'Faculty Internships'. The Member Secretary explained the various innovative measures taken by SIOM for the continuous development of Faculty members and Students. The committee members suggested that faculty members should publish minimum two research papers in a year in reputed journals/ proceedings.
- iii. The placement record has been satisfactory. The highest salary and average salary figures drawn by the placed students are also satisfactory. The yearly organization of ALUMNI MEETS is proving helpful for Placement.
- iv. The Member Secretary informed the committee that Institute could make this progress because of the team effort by both teaching and non-teaching staff and sincere efforts of management in fulfilling the requirements and norms set by various government authorities. The University Nominee expressed his appreciation on the progress made by the Institute.
- v. The committee reviewed the performance appraisal report of Faculty members and expressed satisfaction over the procedure of conducting the same.
- vi. The committee stressed on putting more efforts to strengthen industry and social research work. It was also suggested that there should be more focus on consultancy and research.

The data required to support the above points was presented in front of the GB and Committee expressed the satisfaction on the same. The Committee reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.

Budget Approved by : Mr. Rohit M. Navale

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5. To discuss the proposed plan of activities.

The Member Secretary briefed the committee and submitted the schedule of Co-curricular and Extra curricular activities and Academic calendar for the second half of the academic year 2018-19.

The committee members have appreciated the efforts taken by the Director and staff for organizing various co-curricular activities like guest lectures, seminars etc..

Budget Approved by : Mrs. Rachana Navale Ashtekar

To discuss any other item with the permission of the chair.

Since there was no other point on the agenda, meeting was concluded with the thanks to the chair.

Prof.M.N. Navale

Founder President, STES& Chairman

Dr. (Mrs.) Sunanda M. Navale

Dr. Chandrani Singh FounderSecretary,STES&Member

Director & Member Secretary

Sinhgad Technical Education Society's Sinhgad Institute of Management, Sr. No. 44/1, Sinhgad Rd.Vadgaon(Bk.), Pune-411041

Minutes of Local Managing Committee (MCA) Of Sinhgad Institute of Management

Ref: SIOM/2018-2019/

16/10/2018

A meeting of the Local Managing Committee of Sinhgad Institute of Management was held on Tuesday 16/10/2018 at 12.00 noon in the office of The Founder Secretary, STES, Erandwane, Pune – 411004. The following members were present:

 Prof. M. N. Navale, Founder President, STES, 	Chairman
Dr. (Mrs.) Sunanda M. Navale, Founder Secretary, STES	Member
Mr. Rohit M. Navale, Vice President, STES	Member
 Mrs. Rachana Navale-Ashtekar, Vice President, STES 	Member
Dr. A.V. Deshpande, Director, STES	Member
Mr. Milind S. Godase, Asst. Professor, SIOM	Representative Teaching Staff
Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM	Representative Teaching Staff
Dr. (Mrs.) Vidya S. Gavekar, Asso. Professor, SIOM	Representative Teaching Staff
Mr. G. G. Shinde, P.A. to Director, SIOM	Representative Non-
	Teaching Staff
Dr. Chandrani Singh, Director, SIOM	Member Secretary
 Mr. G. K. Shahani, Director (Project), STES 	Special Invitee

Prof. M. N. Navale was in the Chair.

Dr. Parag C. Kalkar greeted the members of the Committee with a warm welcome.

Confirmation of the minutes of the previous meeting held on 10th May 2018.

The Member Secretary read out the minutes of the previous Local Managing Committee meeting held on 10th May 2018, the same were accepted and confirmed unanimously.

Approved by: Dr. (Mrs.) Sunanda M. Navale

Resolved that the minutes of the previous meeting of the Local Managing Committee held on 10th May 2018 be and are hereby accepted and approved.

Approved by: Dr. (Mrs.) Sunanda M. Navale

Consideration of Revised Annual Financial Estimates Proposed (Annual Budget) for the academic Year 2018-2019

The Member Secretary presented the proposed annual financial estimates for the year 2018-2019 to the committee.

After a detailed discussion, members suggested changes as follows:

- a. Efforts should be made to recover balance fees from the students in time.
- Do compliance /follow up to recover the scholarship of SC,ST,OBC, etc. from Samajkalyan office as early as possible.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

3) To discuss the actual income and expenses and amount to be taken on following points -

A. 1. Tution Fees:

The Member Secretary informed that the total fees for 01.04.2018 to 31.03.2018 was 512.98 lakhs of which the actual income was 245.81 lakhs. The receivables are 176.73 lakhs from Samaj Kalyan and 90.47 lakhs from students.

2. Student Activity Fees:

The actual fees received was 6.85 lakhs for 01.04.2018 to 30.09,2018. No receivable from students.

Budget approved by: Prof. M. N. Navale

B. Non-Recurring Expenses -

Renovation and Interior Furnishing of existing building/Repairs & Maintenance:

The Member Secretary presented before the Committee the actual expenditure towards renovation and interior furnishing of existing building for 01.04.2018 to 30.09.2018 is zero & towards Repairs & Maintenance 1.44 lakhs & 1.00 lakhs was discussed and approved for 01.10.2018 to 31.03.2019 by the committee under this head.

2) Equipments and Tools:

The Member Secretary presented before the Committee the actual expenditure which was discussed and approved by the committee for equipments and tools is zero for the period 01.04,2018 to 30.09.2018. The Member Secretary proposed 2.00 lakhs towards Equipments and Tools for 01.10.2018 31.03.2019, 0.50 lakhs was discussed and approved by the committee under this head. At present we have Equipments and Tools worth 677.47 lakhs.

3) Library Books:

The Member Secretary presented before the Committee, that the actual expenditure for Library Books is zero for the period 01.04.2018 to 30.09.2018. No expenses were proposed by the Member Secretary towards Library Books for the period 01.10.2018 31.03.2019. At present we have Library Books worth 123.86 lakhs.



4) Furniture and Fixtures:

The Member Secretary presented before the Committee, that the actual expenditure for Furniture & Fixtures zero for the period 01.04.2018 to 30.09.2018. No expenses are approved by the committee under this head for the period 01.10.2018 31.03.2019. At present we have Furniture & Fixtures worth 592.98 lakhs.

Approved by: Dr. (Mrs.) Sunanda M. Navale

C. Recurring Expenses -

1) Periodicals and Journals:

The Member Secretary presented before the Committee the actual expenditure which was discussed and approved for periodicals and journals for the period 01.04.2018 to 30.09.2018. 0.63 lakhs were approved by the committee for 01.10.2018 to 31.03.2019 under this head. The expenses included subscription for 31 International 122 National journals in printed form and subscription of E-Journals.

Approved by: Dr. (Mrs.) Sunanda M. Navale

2) The Member secretary presented before the Committee the actual expenditure 0.02 lakhs for 01.04.2018 to 30.09.2018 was discussed and approved by the committee. The Member Secretary proposed 0.02 lakhs towards news papers for the period 01.10.2018 to 31.03.2019, which was discussed and approved by the committee.

D. Recurring expenses - Salary:

a. Salary:

The Member Secretary presented before the Committee the expenses against salary being 595.65 lakhs which were discussed and approved by the committee for the period 01.04.2018 to 30.09.2018. The Institute has 168 staff which includes 46 Teaching staff. The Member Secretary proposed 317.85 lakhs for salary expenses for the period 01.10.2018 31.03.2019. The Committee sanctioned 317.85 lakhs for the same period.

Budget approved by: Prof. M. N. Navale

b. Gathering /Cultural Expenses/ Student /Staff Welfare/ Alumni Expenses:

The Member Secretary presented before the Committee the student welfare expenses were zero lakhs, staff welfare expenses were zero, for 01.04.2018 to 30.09.2018. The Member Secretary proposed the Gathering/ cultural expenses were zero, Student welfare expenses 0.37 lakhs, Staff welfare expenses 0.10 lakhs, Gathering / Cultural expenses 0.20 lakhs & Alumni expenses 4.00 lakhs were discussed and approved by the Committee for the period 01.10.2018 to 31.03.2019.

Budget approved by: Mr. Rohit M. Navale

E) Academic Expenses –

a. Seminar and Exhibitions:

The Member Secretary presented the actual expenditure of 0.036 lakhs towards Seminar and Exhibition expenses for the period 01.04.2018 to 30.09.2018. The Expenses include various events organized by Institute like Quiz Competitions, etc. The Member Secretary proposed 0.27 lakhs for 01.10.2018 to 31.03.2019, the Committee sanctioned 0.27 lakhs towards Seminar and Exhibition expenses.

Budget approved by : Mr.Rohit M. Navale

b. Training and Placement:

The Member Secretary presented the actual expenditure of 0.11 lakhs towards Training and placement expenses for the period 01.04.2018 to 30.09.2018. The Member Secretary proposed 2.00 lakhs against Training and Placement activities for the period 01.10.2018 to 31.03.2019, 1.88 lakhs was discussed and approved by the committee.

Budget approved by : Mr.Rohit M. Navale

c. Software Expenses:

The Member Secretary proposed 10.93 lakhs before the Committee towards Software Expenses for the period 01.10.2018 to 31.03.2019 which was sanctioned by the Committee.

Budget approved by : Mr.Rohit M. Navale

d. Exam. / Eligibility/ Pro-rata/ Affiliation/ Insurance/Medical fees:

The Member Secretary presented the actual expenditure of 12.42 lakhs towards Examination fees, 0.56 lakhs towards Eligibility Fees, 1.22 lakhs towards Pro-rata, 4.69 lakhs towards Affiliation fees, for the period 01.04.2018 to 30.09.2018 which was sanctioned by the Committee.

The Member Secretary proposed 10.28 lakhs as expenses towards Examination fees, 0.019 lakhs towards Eligibility fees, 4.69 lakhs towards Affiliation fees, for the period 01.10.2018 to 31.03.2019. The Eligibility fees should distributed among the proportionately non-teaching staff including Director as per SPPU Circular.

Budget approved by : Mrs.Rachana Navale Ashtekar

e. Consumables:

The Member Secretary presented 0.09 lakhs as actual expenses towards consumables for the period 01.04.2018 to 30.09.2018. The Member Secretary proposed 0.23 lakhs and the Committee sanctioned 0.23 lakhs against consumables for 01.10.2018 to 31.03.2019.

Budget approved by : Mrs.Rachana Navale Ashtekar

f. SPPU/AICTE for grants Exam./ Research/ Seminar / Sports/Equipments:

The Member Secretary presented SPPU / AICTE Grant, EXAM Grant 3.99 lakhs, for the period 01.04.2018 to 30.09.2018. The Member Secretary proposed 2.85 lakhs for SPPU / AICTE grant, 5.00 lakhs against Exam Grant, Equipment/Sports Grant 2.00 lakhs which was sanctioned and approved by the Committee. It was suggested to generate maximum grant/funding from the University or any other authority for this activity.

Budget approved by : Mr.Rohit M. Navale

g.Other Misc. Exp. Cleaning/News Papers/Guest Enter./Research Cell Exps./Bank Charges:

The Member Secretary presented the actual expenditure for Bank charges 0.06 lakhs, Research Cell Expenses 0.50 lakhs for the period 01.04.2018 to 30.09.2018 which was sanctioned by the Committee. The Member Secretary proposed 0.10 lakhs for bank Charges, 0.96 lakhs for Research Cell Expenses for 01.10.2018 to 31.03.2019, 1.88 lakhs were sanctioned by the Committee.

h. Refundable Deposit/Excess Fee/Admission Cancellation:

The Member Secretary proposed 0 lakhs for Refundable Deposit for the period 01.04.2018 to 30.09.2018, 35.08 lakhs was sanctioned and approved by the Committee for the period 01.10.2018 to 31.03.2019.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

4. Staff Requirement and Workload -

The present staff should be utilised to their full capacity and only if required visiting faculty as a expert may be called on subject basis.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

5. Review of Academic Affairs:

The term started from July 01,2018

- Committee reviewed the list of Seminars and Workshops being organized after the last L.M.C. (i.e. after July 01,2018) and use of University Grant, Sponsorship for the same.
- Results of all the examinations of MBA conducted in May 2018 were declared in July 2018. The results of all the courses were satisfactory.
 Committee suggested that extra efforts to be invested for improving placement percentage.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

The Member Secretary informed in the meeting, the second half of the academic calendrer for the academic Year 2018-2019 as follows:

First term

Term starts on

: Jan 1, 2019

Term ends

: 15th May, 2019

6) To consider the Time-table, teaching load of faculty members and extracurricular/ co curricular activities planned in the academic year 2018-2019.

The committee suggested that faculty members should undertake consultancy MDP, SDP, research project to strengthen their profiles.

Budget approved by: Mrs. Rachana Navale Ashtekar

The meeting concluded with thanks to the Chair.

Prof. M. N. Navale

Founder President

STES

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary

STES

Dr. Chandrani Singh Director (MCA)

SIOM

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE FINANCE SUB-COMMITTEE (Computer Courses)

Ref. No.:SIOM/2018-19/

Date:

A meeting of the Finance Sub-Committee (Computer Courses) was held on Tuesday, 16th October 2018 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. M. N. Navale, Founder President, STES,	Chairman
2.	Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES	
3.	Mr. Rohit M. Navale, Vice President, STES	Member
	Ms. Rachana Navale Ashtekar Vice President STES	Member

Member 5. Dr. A.V. Deshpande, Director, STES

Member 6. Dr. (Mrs.) Manisha Kumbhar, Professor, SIOM Representative Teaching Staff

7. Dr. Milind Godase, Professor, SIOM Representative Teaching Staff 8. Dr. Rajeshree Khande, Associate Professor, SIOM Representative Teaching Staff

9. Mr. G. G. Shinde, P.A.to Director, SIOM

Representative Non-Teaching Staff 10. Dr. Chandrani Singh, Director, SIOM Director & Convener 11. Mr. G .K. Shahani, Director (Project), STES Special Invitee

Prof. M.N. Navale was in the Chair.

The following business was transacted.

1. Approval of minutes of previous meeting held on May 10, 2018. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Dr. (Mrs.) Sunanda M. Navale

2. To approve the Revised Annual Budget for the year 2018-2019 and recommend the same to the Governing Body.

The Committee approved the Revised Annual Budget for the year 2018-2019 with a few modifications and recommended the same to the Governing Body and resolved that the Revised Annual Budget for the year 2018-2018 (Computer courses) be and is hereby approved. Resolved further that the same would be recommended to the Governing Body for its approval. .

Budget Approved by: Prof. M. N. Navale

mond

3. To approve the expenditure incurred from April 1, 2018 to September 30, 2018. Convener presented the details of expenditure incurred from April 1, 2018 to September 30, 2018. The committee approved the same.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

4. To consider any other matter with the permission of the chair.

Since there was no other business to be transacted the meeting was concluded with the thanks to the Chair.

Prof.M.N. Navale

Dr. (Mrs.) Sunanda M. Navale

Dr. Chandrani Singh

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE STAFF SELECTION SUB-COMMITTEE (Computer Courses)

Ref. No.:SIOM/2018-19/

Date:

A meeting of the Staff Selection Sub-Committee (Computer Courses) was held on Tuesday, 16th October 2018at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

 Prof. M. N. Navale, Founder President, STES, 	Chairman
Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES	Member
Mr. Rohit M. Navale, Vice President, STES	Member
 Mrs. Rachana Navale Ashtekar, Vice President, STES 	Member
Dr. A.V. Deshpande, Director, STES	Member
Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM	Representative Teaching Staff
Dr. Milind Godase, Professor, SIOM	Representative Teaching Staff
 Dr. Rajeshree Khande, Associate Professor, SIOM 	Representative Teaching Staff
Mr. G. G. Shinde, P.A.to Director, SIOM	Representative Non- Teaching
	Staff
Dr. Chandrani Singh, Director, SIOM	Director & Convener
11 1/2 /2 17 00 4	

The following business was transacted.

11. Mr. G .K. Shahani, Director (Project), STES

1. Approval of minutes of previous meeting held on May 10, 2018. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Mrs. Rachana Navale Ashtekar

Special Invitee

2. No faculty member has joined whereas six faculty members have left after the last Governing Body meeting.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

The committee authorized the Director to recruit the staff to satisfy the norms set by AICTE.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Dr. (Mrs.) Sunanda M. Navale

Dr. Chandrani Singh

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE PURCHASE SUB-COMMITTEE (Computer Courses)

Ref. No.:SIOM/2018-19/

Date:

A meeting of the Purchase Sub-Committee (Computer Courses) was held on Tuesday, 16th October 2018 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. M. N. Navale, Founder President, STES,	Chairman
2.	Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES	Member
3.	Mr. Rohit M. Navale, Vice President, STES	Member
4.	Mrs. Rachana Navale Ashtekar, Vice President, STES	Member
5.	Dr. A.V. Deshpande, Director, STES	Member
6.	Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM	Representative Teaching Staff
	Dr, Milind Godase Professor, SIOM	Representative Teaching Staff
8.	Dr. Rajeshree Khande, Associate Professor, SIOM	Representative Teaching Staff
9.	Mr. G. G. Shinde, P.A.to Director, SIOM	Representative Non- Teaching
-	724 258 W 7550 000 5	Staff
10.	Dr. Chandrani Singh, Director - MCA, SIOM	Director & Convener
11.	Mr. G.K. Shahani, Director (Project), STES	Special Invitee

Prof. M.N. Navale was in the Chair.

The following business was transacted.

 Approval of minutes of previous meeting held on May 10, 2018. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Minutes Approved by: Prof. M. N. Navale

To approve the purchases of equipments made from April 1, 2018 to September 30, 2018.

The committee approved the purchases made from April 1, 2018 to September 30, 2018.

3. It was decided to purchase the proposed requirements.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof. M. N. Navale

Dr. (Mrs.) Sunanda M. Navale

Dr. Chandrani Singh

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE BUILDING SUB-COMMITTEE (Computer Courses)

Ref. No.:SIOM/2018-19/

Date:

A meeting of the Building Sub-Committee (Computer Courses) was held on Tuesday, 16th October 2018 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. M.	N. I	Vavale.	Fo	ounder	Pres	ident,	ST	ES,	
			12000							COST

2. Dr. (Mrs.) Sunanda M. Navale, Founder Secretary, STES

3. Mr. Rohit M. Navale, Vice President, STES

4. Mrs. Rachana Navale Ashtekar, Vice President, STES

5. Dr. A.V. Deshpande, Director, STES

6. Dr. (Mrs.)Manisha Kumbhar, Professor, SIOM

7. Dr. Milind Godase, Professor, SIOM

8. Dr. Rajeshree Khande, Associate Professor, SIOM

9. Mr. G. G. Shinde, P.A.to Director, SIOM

10. Dr. Chandrani Singh, Director - MCA, SIOM

11. Mr. G.K. Shahani, Director (Project), STES

Chairman

Member

Member

Member

Member

Representative Teaching Staff

Representative Leaching Staff

Representative Teaching Staff Representative Non-Teaching

Staff

Director & Convener

Special Invitee

Prof. M.N. Navale was in the Chair.

The following business was transacted.

 Approval of minutes of the previous meeting held on May 10, 2018. The Convener read out the minutes of the previous meeting.

Minutes Approved by: Dr. (Mrs.) Sunanda M. Navale

Maintenance status of the Sinhgad Institute of Management Building.

The repair and maintenance work of SIOM building is carried out as and when required. The committee approved the repairs carried out during the first half of the academic year.

3. Convener read out the proposals for maintenance work of SIOM building.

Committee approved the proposals for maintenance work of existing Sinhgad

Institute of Management building.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Dr. (Mrs.) Sunanda M. Navale

Dr.Chandrani Singh

A meeting of the College Development Committee (MBA) of Sinhgad Institute of Management was held on 06/05/2019 at 12.00 noon in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

or. Vo.	Name	Designation	Signature	
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	Mul	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	amel	
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	WA.	
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	(h)	
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Jund	
6	Dr. Devidas G. Golhar Professor SIOM, Pune – 41	Representative Teaching Staff	gh	
7	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	1	
8	Dr. Sanmat Sheety Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	Ship	
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	8 L	
10	Dr. Parag C.Kalkar Director, SIOM,Pune - 41	Director Member - Secretary	peop	
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Chear	

A meeting of the <u>Governing Body Meeting-Management Courses</u> of Sinhgad Institute of Management was held on 06/05/2019 at 4.00 p.m.in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	Mul
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	mm
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	MR.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	(7/
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Jud
6	Industry Expert. Nominee, AICTE, New Delhi	Nominee	
7	Ex-Officio, Director of Technical Education, Mumbai	Nominee	
8	Dr.Sanjeev Sonawane Nominee of University of Pune	Nominee	
9	Govt.of Maharashtra	Nominee	
10	Ex-Officio,Regional officer, WRC, AICTE, Mumbai	Nominee	
11	Dr. Parag C.Kalkar Director, SIOM,,Pune - 41	Director& Member Secretary	dood
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee,STES	Muay

A meeting of the <u>Finance Sub -Committee -Management Courses</u> of Sinhgad Institute of Management was held on 06/05/2019 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society, Erandwane, Pune - 411 004.

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Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Wat
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	mm
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	W.R.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	7.
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Stud
6	Dr. Devidas G. Golhar Professor SIOM, Pune - 41	Representative Teaching Staff	dh-
7	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	-
8	Dr. SanmatiShetty Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	Ship
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	(gel
10	Dr.Parag C.Kalkar Director, SIOM,Pune - 41	Member - Secretary	pap
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Cluan

A meeting of the <u>Purchase Sub -Committee-Management Courses</u> of Sinhgad Institute of Management was held on 06/05/2019 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	May
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	amost
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	UR.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	7=
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Sude
6	Dr. Devidas G. Golhar Professor SIOM, Pune - 41	Representative Teaching Staff	gh
7	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	150
8	Dr. Sanmat Sheety Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	Sy
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	(L
10	Dr.Parag C.Kalkar Director, SIOM,Pune - 41	Member - Secretary	MOS
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Guan

A meeting of the <u>Building Sub -Committee -Management Courses</u> of Sinhgad Institute of Management was held on 06/05/2019 at 11.30 a.m in the office the of Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	What
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	ammil
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	W.R.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	Cheff.
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Just
6	Dr. Devidas G. Golhar Professor SIOM, Pune - 41	Representative Teaching Staff	De-
7	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	-
8	Dr. SanmańSheety Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	Ship
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	(gl
10	Dr.Parag C.Kalkar Director, SIOM,Pune - 41	Member - Secretary	Vege
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Guan

A meeting of the <u>Staff Selection Sub - Committee - Management Courses</u> of Sinhgad Institute of Management was held on 06/05/2019 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Wan-
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	mon
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	WA.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	G
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Tund
6	Dr. Devidas G. Golhar Professor SIOM, Pune - 41	Representative Teaching Staff	W.
7	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Representative Teaching Staff	-
8	Dr. Sanmat Sheety Asst.Professor SIOM, Pune - 41	Representative Teaching Staff	Shy
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	6L
10	Dr.Parag C.Kalkar Director, SIOM,Pune - 41	Member – Secretary	Van P
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Guara

A meeting of the College Development Committee (MCA) of Sinhgad Institute of Management was held on 06/05/2019 at 12.00 noon in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	May
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	amount
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	WA.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	0,7.
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Jude
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	Margas
7	Dr.Milind S. Godase Professor SIOM, Pune – 41	Representative Teaching Staff	Bodere
8	Dr. (Mrs).Vidya Gavekar Asso. Professor SIOM, Pune - 41	Representative Teaching Staff	A.
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	@ L
10	Dr. Chandrani Singh. Director (MCA) SIOM,Pune - 41	Director Member – Secretary	Chi
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	lli

A meeting of the <u>Governing Body Meeting-Computer Courses</u> of Sinhgad Institute of Management was held on 06/05/2019 at 4.00 p.m.in the office of the Secretary, Sinhgad Technical Education Society Erandwane, Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	Way -
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	Some
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	WF.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	Cy.
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Junde
6	Industry Expert. Nominee, AICTE, New Delhi	Nominee	
7	Ex-Officio, Director of Technical Education, Mumbai	Nominee	
8	Dr.Sanjeev Sonawane Nominee of University of Pune	Nominee	
9	Govt.of Maharashtra	Nominee	
10	Ex-Officio, Regional officer, WRC, AICTE, Mumbai	Nominee	
11	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Director& Member Secretary	Orr
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee,STES	l lle

A meeting of the <u>Finance Sub - Committee - Computer Courses</u> of Sinhgad Institute of Management was held on 06/05/2019 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Wunt -
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	ammal
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	W.R.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	Ch!
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Jung
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	Valto
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	Modare
8	Dr. (Mrs).Vidya Gavekar Asso. Professor SIOM, Pune - 41	Representative Teaching Staff	3/
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune 41	Representative Non - Teaching Staff	(L
10	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	Seres
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	lle

A meeting of the <u>Purchase Sub-Committee -Computer Courses</u> of Sinhgad Institute of Management was held on 06/05/2019 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Way
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	ann
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	WF.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	my.
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Fride
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	Marke
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	Modere
8	Dr. (Mrs).Vidya Gavekar Asso. Professor SIOM, Pune - 41	Representative Teaching Staff	% /.
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune 41	Representative Non - Teaching Staff	G-L
10	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member – Secretary	Jul
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	Ch

A meeting of the <u>Building Sub -Committee-Computer Courses</u> of Sinhgad Institute of Management was held on 06/05/2019 at 11.30 a.m in the office the of Secretary, Sinhgad Technical Education Society's, Erandwane, Pune – 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Unt
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	amount
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	UR.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member (3.7.
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	Tourde
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	Lais
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	Bodon
8	Dr. (Mrs).Vidya Gavekar Asso. Professor SIOM, Pune - 41	Representative Teaching Staff	×/.
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	GL
10	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	Ofer
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	lle

A meeting of the Staff Selection Sub - Committee - Computer Courses of Sinhgad Institute of Management was held on 06/05/2019 at 11.30 a.m in the office of the Secretary, Sinhgad Technical Education Society's, Erandwane, Pune - 411 004.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	Why -
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	Smand
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	WR.
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	C. T.
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	French
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	100840
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	Godare
8	Dr. (Mrs).Vidya Gavekar Asso. Professor SIOM, Pune - 41	Representative Teaching Staff	X/.
9	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	Gel-
10	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	Opra
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	L. Cle

Sinhgad Technical Education Society's

Sinhgad Institute of Management

Vadgaen (Bk), Punc-411041

Minutes of the Meeting of Governing Body (Computer Courses)

Ref. No. SIOM/2018-19/

Date:

A meeting of the Governing Body of Sinhgad (astitute of Management was held on Monday, 6th May, 2019 at 4.00 p.m. in the office of the Founder Secretary, STES, Erandwane, Pune 411 004.

The following members were present:

1 Pmf, V.N. Navole, Founder President, STUS
2 Dr. Mrs. Sunanda M. Navole, Founder Sectiolary, STLS
3. Mr. Robit M. Navole, Vice President, STUS
4. Mrs. Rachara Navole Ashtekar, Vice President, STUS
5. Dr. Avvind Deshpande, Director, STUS
6. Dr. Abandram Stagh, Director, IMCA, SIOM
7. Member 1. Member 1. Member 2. Member 2. Member 3. Member 3. Member 3. Member 3. Member 3. Member 3. Member 4. Member 3. Member 4. Member 3. M

6. Dr. J. Bandram Saigh, Director - MCA , SIOM : Member Secretary 7. Mr. G.K. Shaham, Director, Projects, STES : Special Invited

Prof. M.N. Navala was in the chair,

The following business was transacted:

1. Confirmation of the minutes of the previous meeting

The Momber-Secretary road out the minutes of the previous meeting of the Governing Body hald on 16th October, 2018. Members approved the same unanimously and the following resolution was passed.

Resolved that the minutes of the previous meeting of the Governing Body held on 16th October, 2018 are hereby approved.

Minutes Approved by: Dr. (Mrs.) Simondo M. Navale

- 2 To discuss and consider the recommendations of the following Sub- Committees of the Local Management Committee
 - A. Finance Committee;-
 - Approval of the Annual Budget for the Financial Year 2019 (20).

The committee discussed the budget in detail and approved the same.

ii Committee went through the details of expenditure for the second half of the financial year 2018-19 and approved the same. The Committee also insisted that the expresses should be optimized as per the need and priority of the work.

Budget Approved by ...: Prof. M. N. Navale

B. Purchase! Equipment Committee:-

To approve purchases made from 1st April, 2018 to 31st March, 2019.

The Member Secretary presented the details of purchases made from 15 April, 2018 to 315 March, 2019.

The committee discussed on the purchases and approved the same.

ii. To approve the purchases to be made:

Committee deliberated on the various purchases to be made and approved with some changes.

Budget Approved by Dr. (Mrs.) Sunanda M. Navale

C. Building Committee:

i To discuss and approve the matter related to Building and its maintenance.

The Member Secretary briefed the committee about the details of copairs and maintenance work carried out at SIOM and ding. The committee members physically inspected the work carried out in the building.

- it. The committee has approved the repairs and maintenance work carried out
- iii The repair and maintenance of the building should be carried out on priority hasts as and when required.

Budget Approved by [1] Prof. M. N. Navale.

D. Staff Selection Committee:

- The Member Secretary briefed the committee on faculty and submitted the list of newly joined and resigned faculty.
- ii. As far as faculty strength is concerned, the committee has observed that the existing faculty strength in total is meeting the AfCLE norms. The Committee has reviewed the implementation of all norms and procedure set by AfCLE and other Government authorities related creation of posts, service conditions and leave reles and recommended the Director to strictly follow the same.
- in. The Committee expressed satisfaction on overall performance of faculty and utilization of faculty for the institution.

Budget Approved by ... Dr. (Mrs.) Sunanda M. Navale

To review the approval status of SIOM from concerned authorities.

The Director briefed the committee on the approval and accreditation status and compliances made with AICTE and Savitribai Phole Pune University. The Institute is accredited by NAAC.

4. To discuss about the Progress Report of the Institute since the last meeting.

The Committee members have expressed satisfaction over the academic performance of the students.

The committee also suggested that additional efforts should be taken to keep maximum university ranks in each stream/course.

The Member Secretary presented the Progress Report of the Institute since the last meeting. He highlighted the following points:

- Result Analysis: The percentage of passing is satisfactory and efforts should be taken to improve the results.
- iii. Increase in the Faculty Participation and Presentation of papers in seminary and conference. The efforts made by Industry-Institute Interaction committee helped the faculty development in form of 'Faculty Internships'. The Member Secretary explained the various innovative measures taken by SIOM for the continuous development of Faculty members and Students. The committee members suggested that faculty members should publish minimum two research papers in a year in reputed journals' proceedings.
- iii The placement record has been satisfactory. The highest salary and average salary figures drawn by the placed succents are also satisfactory. The yearly organization of ALLYMNI MEETS is proving helpful for Placement.
- iv. The Member Secretary informed the committee that Institute could make this progress because of the team effort by both teaching and non-teaching staff and sincere efforts of management in fulfilling the requirements and norms set by various government authorities.
- The committee reviewed the performance appraisal report of Faculty members and expressed satisfaction over the procedure of conducting the same.
- vi. The committee stressed on putting more efforts to strengthen industry and social research work. It was also suggested that there should be more focus on consultancy and research.

The data required to support the above points was presented in front of the GB and Committee expressed the satisfaction on the same. The Committee reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.

Budget Approved by 1: Mr. Robit M. Navale

5. To discuss the proposed plan of activities.

The Member Secretary briefed the committee and submitted the schedule of Co-curricular and Extra curricular activities and Academic calendar for the first half of the academic year 2019-20.

The committee members have appreciated the efforts taken by the Director and staff for organizing various co-curricular activities like guest lectures, seminars etc..

Budget Approved by : Mrs. Rachana Navale Ashtekar

6. To discuss any other item with the permission of the chair.

Since there was no other point on the agenda, meeting was concluded with the thanks to the chair.

Prof.M.N. Navale Founder President,STES&Chairman

Dr. (Mrs.) Sunanda M. Navale FounderSecretary,STES&Member Dr. Chandrani Singh Director & Member Secretary

Sinhgad Technical Education Society's Sinhgad Institute of Management, Sr. No. 44/1, Sinhgad Rd.Vadgaon(Bk.), Pune-411041

Minutes of College Development Committee (MCA) Of Sinhgad Justitute of Management

Ref: \$10 M/2019-2020/

06/05/2019

A meeting of the College Development Committee of Sinhgad Institute of Management was held on Tuursday 06/05/2019 at 12:00 noon in the office of The Founder Secretary, STES, Erandwane, Pune – 411004. The following members were present:

f. Prof. M. N. Navale, Founder President, STES.	Chairman
Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STES.	Member
3. Mr. Robit M. Navale, Vice President, STES	Member
 Mrs. Rachana Navale-Ashtekar, Vice President, STES 	Member
Dr. A.V. Deshponde, Director, STES	Member
6. Mr. Millind S. Godasc, Asst. Professor, SIOM	Representative Teaching Staff
Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM	Representative Leaching Staff
B. Dr. (Mrs.) Vidya S. Gavekar, Asso. Professor, SIOM	Representative Teaching Staff
9. Mr. G. G. Shinde, P.A. to Director, SIOM	Representative Non-
	Feaching Staff
 Dr. Chandrani Singh, Director - MCA, StOM 	Member Secretary
11. Mr. G. K. Shahani, Director (Project), STES	Special Invited

Prof. M. N. Navale was in the Chair.

Dr. Chandrani Singh greeted the members of the Committee with a warm welcome.

Confirmation of the minutes of the previous meeting held on 16th October 2018.

The Member Secretary read out the minutes of the previous Local Managing Committee meeting held on 16th October 2018, the same were accepted and confirmed unanimously.

Approved by: Dr. (Mrs.) Sunanda M. Navale

Resolved that the minutes of the previous meeting of the Local Managing Committee held on 16th October 2018 be and are hereby accepted and approved.

Approved by: Dr. (Mrs.) Sunanda M. Navale

Consideration of Annual Financial Estimates Proposed (Annual Budget) for the academic Year 2019-2020

The Member Secretary presented the proposed annual financial estimates for the year 2019-2020, to the committee.

After a detailed discussion, members suggested changes as follows:

- Efforts should be made to recover balance fees from the students in time.
- Do compliance /follow up to recover the scholarship of SC,ST,OBC, etc. from Samajkalyan office as early as possible.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

To discuss the actual income and expenses and amount to be taken on following points —

A. I. Tuition Fees:

The Member Secretary informed that the total fees for 07,04.2018 to 31.03.2019 was 505.21 lakhs of which the actual income was 375.22 lakhs. The receivables are 125.80 lakhs from Samaj Kalyan and 4.19 lakhs from students. The proposed fees receivable for the 01,04.2019 to 31,03.2020 is 462.78 lakhs.

2. Student Activity Fres:

The actual fees received was 6.75 lakhs for 01.04.2018 to 31.03.2019. No receivable from students. The receivable from students for the 01.04.2019 to 31.03.2020 is 6.69 lakhs.

Budget approved by:Prof. M. N. Navale

B. Non-Recurring Expenses -

1) Renovation and Interior Furnishing of existing building/Repairs & Maintenance:

The Momber Secretary presented before the Committee the actual expenditure towards renovation and interior famishing of existing building for 01.04.2018 to 31.03.2019 is zero & towards Repairs & Maintenance 2.48 laklis. The Member Secretary proposed 2.01 laklis for 01.04.2019 to 31.03.2020 takks which was discussed and was approved for 01.04.2019 to 31.03.2020 by the committee.

Equipments and Tools:

The Member Secretary presented before the Committee the actual expenditure which was discussed and approved by the committee for equipment and tools is zero for the period 01.04.2018 to 31.03.2019. The Member Secretary proposed 1.69 lakhs towards. Equipment and Tools for 01.04.2019 31.03.2020, which was discussed and approved by the committee under this head. At present we have Equipment and Tools worth 677.51 lakhs.

3) Library Books:

The Meinber Secretary presented before the Committee, that the actual expenditure for Library Books is zero for the period 01.04.2018 to 31.03.2019, 0.25 lakhs for Library books expenses were proposed by the Meinber Secretary towards Library Books for the period 01.04.2019 31.03.2020. No expenses are approved by the committee under this head. At present we have Library Books worth 123.86 lakhs.

4) Furniture and Fixtures:

The Member Secretary presented before the Committee, that the actual expenditure for Furniture & Fixtures is zero takks for the period 01.04.2018 to 31.03.2019. No expenses are approved by the committee under this head for the period 01.04.2019 31.03.2020. At present we have Furniture & Fixtures worth 592.98 takks.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale.

C. Recurring Expenses -

1) News papers, Periodicals and Journals:

The Member Secretary presented before the Committee the actual expenditure which was discussed and approved for periodicals and journals for the period 01.04.2018 to 31.03.2019. No expenses were approved by the committee for 01.04.2019 to 31.03.2020 under this head.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

The Member secretary presented before the Committee the actual expenditure 0.02 lakks for 01.04.2018 to 31.03.2019 was discussed and approved by the committee. The Member Secretary proposed 0.013 lakks towards news papers for the period 01.04.2019 to 31 03.2020, 0.013 lakks was discussed and approved by the committee.

D. Recurring expenses - Salary:

a. Salary:

The Member Secretary presented before the Committee the expenses against salary being 494.09 lakks which were discussed and approved by the committee for the period 01.04.2018 to 31.03.2019. The Institute has 97 staff which includes 44 Teaching staff. The Member Secretary proposed 488.16 lakks for salary expenses for the period 01.04.2019 31.03.2020. The Committee sanctioned 488.16 lakks for the same period.

Budget approved by: Prof. M. N. Navale

b. Gathering /Cultural Expenses/ Student /Staff Welfare/ Alumni Expenses :

The Member Secretary presented before the Committee the student welfare expenses 0.50 lakhs, staff welfare expenses 0.10 lakhs were approved for 01.04.2018 to 31.03.2019.

The Member Secretary proposed the Gathering/ cultural expenses 0.08 lakhs, Student welfare expenses 0.51 lakhs. Staff welfare expenses 0.10 lakhs. Alumni expenses 1.10 lakhs were discussed and approved by the Committee for the period 01.04.2019 to 31.03.2020.

Budget approved by: Mr. Robit M. Navale

c. Office / Travelling Conveyance Expenses:

The Member Secretary presented the actual expenses for the period 01.04.2018 to 31.03.2019 being 0.66 lakhs for office expenses & 0.17 lakhs for travelling expenses which was discussed by the committee.

The Member Secretary proposed 0.21 lakhs before the Committee towards office expenses & 0.18 lakhs towards travelling expenses for the period 01.04.2019 31.03.2020, was sanctioned by the Committee.

Budget approved by : Mrs. Rachana Navale Ashtekar

d. Postage and Courier;

The Member Secretary presented the actual expenses towards postage and courier for the period 01.04.2018 to 31.03.2019 being 0.05 lakhs, which was discussed and approved by the contmittee.

The Member Secretary proposed 0.06 lakhs before the Committee towards postage and courier expenses for the 01.04.2019 31.03.2020, which was sanctioned by the Committee.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

e. Printing and Stationery:

The Member Secretary presented the actual expenses for printing and stationery which was 0.99 lakhs for the period 01.04.2018 to 31.03.2019, which includes printing of Prospectus. Admission forms and other office stationery. The same was discussed and approved by the committee.

The Member Secretary proposed 1.05 lakbs before the Committee for printing and stationery for the period 01.04.2019 to 31.03.2020, 1.00 lakbs was sanctioned by the Committee.

Budget approved by: Mr. Rohit M. Navaic

f. Remuneration to Visiting Faculty / Committee Visit Expenses:

The Member Secretary presented the actual expenses for remuneration to visiting faculty for the period 01.04.2018 to 31.03.2019 being 0.66 lakks which was discussed by the committee.

The Member Secretary proposed 0.65 lakks before the Committee for remoneration to visiting faculty for the period 01.04.2019 to 31.03.2020, 0.65 lakks was discussed and approved by the Committee.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

g. Leave Record:

The Member Secretary presented before the Committee that Icaves are granted to the staff as per Society norms and a proper record of the same has been maintained in the Institute's office.

E) Academie Expenses –

a. Seminar and Exhibitions:

The Member Secretary presented the actual expenditure of 0.08 lakhs towards Seminar and Exhibition expenses for the period 01.04.2018 to 31.03.2019. The Expenses include various events organized by Institute like National Conference, International Conference, Quiz Competitions, etc.

The Member Secretary proposed 0.05 lakhs for 01.04.2019 to 31.03.2020, the Committee sanctioned 0.05 lakhs towards Seminar and Exhibition expenses.

Budget approved by : Mr.Rohit M. Navale

b. Training and Placement:

The Member Secretary presented the actual expenditure of 0.18 lakhs towards. Fraining and placement expenses for the period 01.04.2018 to 31.03.2019. The Member Secretary proposed 0.80 lakhs against Training and Placement activities for the period 01.04.2019 to 31.03.2020, 0.20 lakhs was discussed and approved by the committee.

Budget approved by : Mr.Rohit M. Navale

c. Exam. / Eligibility/ Pro-rata/ Affiliation/ Insurance/Medical fees;

The Member Secretary presented the actual expenditure of 22.32 lakhs towards Examination fees, 0.82 lakhs towards Eligibility Fees, 1.20 lakhs towards Pro-rata, 4.17 lakhs towards Affiliation fees, for the period 61.04.2018 to 31.03.2019 which was sanctioned by the Committee.

The Member Secretary proposed 21.59 lokhs as capenses, towards Evantination tees, 1.22 lakhs towards Eligibility fees, 1.21 lakhs towards Pro-rata, 1.57 lakhs towards Affiliation fees, 0.14 lakhs towards medical fees for the period 01.04.2019 to 31.03.2020. The Eligibility fees should distributed proportionately among the non-teaching staff including Director as per SPPU Circular,

Budget approved by : Mrs.Ruchana Navale Asktekar

d. Consumables:

The Member Secretary presented 0.15 lakhs as actual expenses, towards consumables for the period 01.04.2018 to 31.03.2019. The Member Secretary proposed 0.10 lakhs and the Committee sanctioned 0.10 lakhs against consumables for 01.04.2019 to 31.03.2020.

Budget approved by : Mrs.Rachana Navale Ashtekar

e. SPPU/AICTE for grants Exam/ Research/ Seminar / Sports/Equipments :

The Member Secretary presented EXAM Grant 3.47 lakhs, for the period 01.04 2018 to 31.03.2019. The Member Secretary proposed 3.00 lakhs for SPPU / AICTE grant, 3.57 lakhs against Exam Grant, which was sanctioned and approved by the Committee. It was suggested to generate maximum grant/funding from the University or any other authority for this activity.

Budget approved by : Mr.Rohit M. Navale

f. Other Mise, Exp. Cleaning/News Papers/Guest Enter./Research Cell-Exps./Bank Charges:

The Member Secretary presented the actual expenditure for Bank charges 0.16 lakhs. Research Cell Expenses 0.35 lakhs for the period 01.04.2018 to 31.03.2019 which was Sanctioned by the Committee. The Member Secretary proposed 0.08 lakhs for bank Charges, 0.65 lakhs for Research Cell Expenses for 03.03.2019 to 31.03.2020 which were sanctioned by the Committee.

g. Refundable Deposit/Excess Fee/Admission Cancellation;

The Member Secretary proposed zero likhs for Refundable Deposit for the period 01.04.2018 to 31.03.2019, 21.20 lakks was sanctioned and approved by the Committee for the period 01.04.2019 to 31.03.2020.

Budget approved by: Dr. (Mrs.) Susanda M. Navale

4. Staff Requirement and Workload -

The present staff should be utilized to their full capacity and only if required visiting faculty as a expert may be called on subject basis.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

5. Review of Academic Affairs:

The term started from July 01,2018.

- Committee reviewed the list of Seminars and Workshops being organized after the last L.M.C. (i.e. after October 2019) and use of University Grant. Sponsorship for the same.
- Results of all the examinations of MCA conducted in December 2018, were
 declared in February 2019. The results of all the courses were satisfactory.
 Committee suggested that extra efforts to be invested for improving placement
 percentage.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

The Member Secretary informed in the meeting, the first half of the academic Calendar for the academic Year 2019-2020 as follows:

First term

Term starts on

: Jan 1, 2019

Term ends

: 15th May, 2019

 To consider the Time-table, teaching load of faculty members and extracurricular/ co curricular activities planned in the academic year 2019-2020.

The committee suggested that faculty members should undertake consultancy MDP, SDP, research project to strengthen their profiles.

Budget approved by: Mrs. Rachana Navale Ashtekar

The meeting concluded with thanks to the Chair.

Prof. M. N. Navale

Founder President STES Dr. (Mrs.) Sunanda M. Navale

Founder Secretary

STES

Dr. Chandrani Singh Director (MCA)

SIOM

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE FINANCE SUB-COMMITTEE

(Computer Courses)

Ref. No.: SIOM/2018-19/

Date:

A meeting of the Finance Sub-Committee (Computer Courses) was held on Monday, 6th May 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1. Prof. M. N. Navale, Founder President, STES,

2. Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES

3. Mr. Rohit M. Navale, Vice President, STES

4. Mrs. Rachana Navale Ashtekar, Vice President, STES

5. Dr. A.V. Deshpande, Director, STES

6. Dr. Milind S. Godase, Professor, SIOM

7. Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM

8. Dr. (Mrs.) Vidya Gavekar, Associate Professor, SIOM

9. Mr. G. G. Shinde, P.A.to Director, SIOM

10. Dr. Chandrani Singh, Director, SIOM

11. Mr. G.K. Shahani, Director (Project), STE Society

Chairman

Member

Member

Member

Member

Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non- Teaching Staff

Director & Convener

Special Invitee

Prof. M.N. Navale was in the Chair.

The following business was transacted.

 Approval of minutes of previous meeting held on October 16, 2018. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

To approve the annual budget for the year 2019-2020 and recommend the same to the Governing Body.

The Committee approved the Annual Budget for the year 2019-2020 with a few modifications and recommended the same to the Governing Body and resolved that the Annual budget for the year 2019-2020 be and is hereby approved. Resolved further that the same would be recommended to the Governing Body for its approval. .

Budget Approved by: Prof. M. N. Navale



3. To approve the expenditure incurred from April 1, 2018 to March 31, 2019. The Convener presented the details of expenditure incurred from April 1, 2018 to March 31, 2019. The committee approved the same.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

4. To consider any other matter with the permission of the chair.

Since there was no other business to be transacted the meeting was concluded with the thanks to the Chair.

Prof.M.N. Navale Hon.President STES& Chairman

Dr. (Mrs.) Sunanda M. Navale Founder Secretary, STES & Member Director & Convener

Dr.Chandrani Singh

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE PURCHASE SUB-COMMITTEE

(Computer Courses)

Ref. No.: SIOM/2018-19/

Date:

A meeting of the Purchase Sub-Committee (Computer Courses) was held on Monday, 6th May 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

- 1. Prof. M. N. Navale, Founder President, STES,
- 2. Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES
- 3. Mr. Rohit M. Navale, Vice President, STES
- 4. Mrs. Rachana Navale Ashtekar, Vice President, STES
- 5. Dr. A.V. Deshpande, Director, STES
- 6. Dr. Milind S. Godase, Professor, SIOM
- 7. Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM
- Dr. (Mrs.) Vidya Gavekar, Associate Professor SIOM
- 8. Mr. G. G. Shinde, P.A.to Director, SIOM
- 9. Dr. Chandrani Singh, Director, SIOM
- 10. Mr. G.K. Shahani, Director (Project), STE Society

Chairman

Member

Member

Member Member

Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non- Teaching Staff

Director & Convener .

Special Invitee

Prof. M.N. Navale was in the Chair.

The following business was transacted.

Approval of minutes of previous meeting held on October 16, 2018.
 The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Budget Approved by: Prof. M. N. Navale

2. To approve the purchases of equipments made from October 1, 2018 to March 31, 2019.

The committee approved the purchases made from October 1, 2018 to March 31, 2019.

It was decided to purchase the proposed requirements.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Hon.President STES& Chairman

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary, STES & Member

Dr.Chandrani Singh Director & Convener

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE BUILDING SUB-COMMITTEE

(Computer Courses)

Ref. No.:SIOM/2018-19/

Date:

A meeting of the Building Sub-Committee (Computer Courses) was held on Monday, 6th May 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1. Prof. M. N. Navale, Founder President, STES,

2. Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES

3. Mr. Rohit M. Navale, Vice President, STES

4. Mrs. Rachana Navale Ashtekar, Vice President, STES

5. Dr. A.V. Deshpande, Director, STES

6. Dr. Milind Godase, Professor, SIOM

7. Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM

8. Dr. Vidya Gavekar, Associate Professor, SIOM

9. Mr. G. G. Shinde, P.A.to Director, SIOM

Dr. Chandrani Singh, Director, SIOM

11. Mr. G.K. Shahani, Director (Project), STE Society

Chairman

Member

Member

Member

Member

Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non- Teaching Staff

Director & Convener

Special Invitee

Prof. M.N. Navale was in the Chair.

The following business was transacted.

1. Approval of minutes of previous meeting held on October 16, 2018. The Convener read out the minutes of the previous meeting.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

2. Maintenance status of the Sinhgad Institute of Management Building.

The repair and maintenance work of SIOM building is carried out as and when required.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

3. Convener read out the proposals for maintenance work of SIOM building.

The committee approved the repair work of the building considering the general upkeep of the building.

Committee approved the proposals for maintenance work of existing Sinhgad

Institute of Management building.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Hon.President STES& Chairman

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary, STES & Member Director & Convener

Dr.Chandrani Singh

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE STAFF SELECTION SUB-COMMITTEE (Computer Courses)

Ref. No.: SIOM/2018-19/

Date:

A meeting of the Staff Selection Sub-Committee (Computer Courses) was held on Monday, 6th May 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

Prof. M. N. Navale, Founder President, STES,

Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES

3. Mr. Rohit M. Navale, Vice President, STES

4. Mrs. Rachana Navale Ashtekar, Vice President, STES

5. Dr. A.V. Deshpande, Director, STES

Dr. Milind S. Godase, Professor, SIOM

7. Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM

8. Dr. (Mrs.) Vidya Gavekar, Associate Professor, SIOM

9. Mr. G. G. Shinde, P.A.to Director, SIOM

10. Dr. Chandrani Singh, Director, SIOM

11. Mr. G.K. Shahani, Director (Project), STE Society

Chairman

Member

Member

Member

Member

Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non- Teaching Staff

Director & Convener

Special Invitee

The following business was transacted.

1. Approval of minutes of previous meeting held on October 16, 2018. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Budget Approved by: Mrs. Rachana Navale Ashtekar

2. No faculty member has joined whereas thirteen faculty members have left the institute after the last Governing Body meeting.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

The committee authorized the Director to recruit the staff to satisfy the norms set by AICTE.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Hon.President STES& Chairman

Dr.(Mrs.) Sunanda M. Navale

Founder Secretary, STES & Member Director & Convener

Sinhgad Technical Education Society's Sinhgad Institute of Management, Sr. No. 44/1, Sinhgad Rd.Vadgaon(Bk.), Punc-411041

Minutes of College Development Committee (MBA) of Sinhgad Institute of Management

Ref; SIOM/2019-2020/ 06/05/2019

A meeting of the College Development Committee of Sinhgad Institute of Management was held on Monday 06/05/2019 at 32:00 noon in the office of The Founder Secretary, STES, Brandwane, Pune – 411004. The following members were present:

 Prof. M. N. Navale, Founder President, STES. 	Chairman
2. Dr. (Mrs.) Sunanda M. Navale, Founder Scoretary, STES	Member
 Mr. Rohit M. Navalo, Vice President, STES 	Member
 Mrs. Rachana Navale-Ashtekar, Vice President, STFS 	Member
Dr. A.V. Deshpande, Director, STES	Member
Dr. Devidas Golhar, Professor, SIOM	Representative Teaching Staff
Dr. Shubhaagee Rantaswarny, Professor, SIOM	Representative Teaching Staff
8. Dr. Sanmath Shetty, Asst. Professor, SIOM	Representative Teaching Staff
Mr. G. G. Shinde, P. A. to Director, SIOM	Representative Non-
	Teaching Staff
10. Dr. Parag C. Kalkar, Director, SIOM	Member Secretary
Mr. G. K. Shahani, Director (Project), STES	Special Invitee

Prof. M. N. Navale was in the Chair.

Dr. Parag C. Kalkar greeted, the members of the Committee with a warm welcome.

1) Confirmation of the minutes of the previous meeting held on 16th October 2018.

The Member Secretary read out the minutes of the previous Local Managing Committee meeting held on 16th October 2018, the same were accepted and confirmed unanimously.

Approved by: Dr. (Mrs.) Sunanda M. Navale

Resolved that the minutes of the previous meeting of the Local Managing Committee held on 16⁸. October 2018 be and are hereby accepted and approved.

Approved by: Dr. (Mrs.) Sunanda M. avale.

2) Consideration of Annual Financial Estimates Proposed (Annual Budget) for the academic Year 2019-2020

The Member Secretary presented the proposed annual financial estimates for the year 2019-2020 to the committee.

After a detailed discussion, members suggested changes as follows:

- Efforts should be made to recover balance fees from the students in time.
- Do compliance /follow up to recover the scholarship of SC,ST,OBC, etc. from Samajkalyan office as early as possible,

Budget approved by: Dr. (Mis.) Subanda M. Navaje

To discuss the actual income and expenses and amount to be taken on following points –

A. I. Tuition Fees:

The Member Secretary informed that the total fees for 01,04,2018 to 31,03,2019. was 1350.62 takks of which the actual income was 950.58 takks. The receivables are 380.98 lakhs from Samaj Kalyan and 19.06 lakhs from students. The proposed fees receivable for the 01.04.2019 to 31.03.2020 is 1444.44 lakhs.

2. Student Activity Fees:

The actual fees received was 10.60 lakbs for 01.04.2018 to 31.03.2019, No. receivable from students. The receivable from students for the 01.04.2019 to 31,03,2020 is 10,68 lakhs.

Budget approved by: Prof. M. N. Navale

B. Non-Recurring Expenses –

1) Renovation and Interior Furnishing of existing building/Repairs & Maintenance:

The Member Socretary presented before the Committee the actual expenditure towards renovation and interior furnishing of existing building for 01.04.2018 to 31.03.2019 is zero & towards Repairs & Maintenance 3.84 lakhs. The Member Secretary proposed 2.77 lakhs for 01.04,2019 to 31.03.2020, Takhs was discussed and 2.50 takhs was approved for 01.04,2019 to 31,03,2020, by the committee under this ћеад.

Equipments and Tools:

The Member Secretary presented before the Committee the actual expenditure which was discussed and approved by the committee for equipment and tools is 0.40 taklis for the period 01.04.2018 to 31.03.2019. The Member Secretary proposed 1.02 lakhs towards. Equipment and Tools for 01.04.2019 31.03.2020, 1.02 lakhs were discussed and approved by the committee under this head. At present we have Equipment and Tools worth 677.51 takks.

Library Buoks:

The Member Secretary presented before the Committee, that the actual expenditure for Library Books is zero for the period 01.04.2018 to 31.03.2019, 1.00 lakhs for Library books expenses were preposed by the Member Secretary towards Library Books for the period 01.04.2019 31.03.2020. No expenses are approved by the committee under this head. At present we have Library Books worth 123.86 lakks.

4) Furniture and Fixtures:

The Member Secretary presented before the Committee, that the actual expenditure for Furniture & Fixtures is zero for the period 01.04.2018 to 31.05.2019. The Member Secretary proposed 0.50 lakks towards Furniture & Fixtures for the period 01.04.2019 31.03.2020. No expenses are approved by the committee under this head. At present we have Furniture & Fixtures worth 592.98 lakks.

Budget approved by : Dr. (Mrs.) Sunanda M. Navafe

C. Recurring Expenses -

1) News papers, Periodicals and Journals:

The Member Scoretary presented before the Committee the actual expenditure which was discussed and approved for periodicals and journals for the period 01.04.2018 to 31.03.2019. No expenses were approved by the committee for 01.04.2019 to 31.03.2020 under this head. The expenses included subscription for 31 International 122 National journals in printed form and subscription of E-Journals (J-Gate, ProQuest).

Budget approved by : Dr. (Mrs.) Sunanda M. Navale.

The Member secretary presented before the Committee the actual expenditure 0.027 lakhs for 01.04.2018 to 31.03.2019 was discussed and approved by the committee. The Member Secretary proposed 0.036 lakhs towards news papers for the period 01.04.2019 to 31.03.2020, 0.028 lakhs was discussed and approved by the committee.

D. Recurring expenses - Salary:

a. Salary:

The Member Socretary presented before the Committee the expenses against salary being 579.24 lakhs which were discussed and approved by the committee for the period 01.04.2018 to 31.03.2019. The Institute has 104 staff which includes 46 Teaching staff. The Member Secretary proposed 502.14 lakhs for the period 01.04.2019 31.03.2020. The Committee sanctioned 502.14 lakhs for the same period.

Budget approved by: Prof. M. N. Navale

b. Gathering /Cultural Expenses/ Student /Staff Welfare/ Alumni Expenses ;

The Member Secretary presented before the Committee the student welfare expenses 0.84 lakbs, staff welfare expenses 0.10 lakbs, for 01.04.2018 to 31.03.2019.

The Member Secretary proposed the Gathering/ cultural expenses 0.11 lakks. Student welfare expenses 0.85 lakhs. Staff welfare expenses 0.10 lakks. Alamni expenses 2.00 lakks were discussed and approved by the Committee for the period 01.04.2019 to 31.03.2020.

Budget approved by: Mr. Robit M. Navale

c. Office / Travelling Conveyance Expenses:

The Member Secretary presented the actual expenses for the period 01,04,2018 to 31,03,2019 being 0.91 lakhs for office expenses & 0.24 lakhs for travelling expenses which was discussed by the committee.

The Member Secretary proposed 0.29 takhs before the Committee towards office expenses & 0.25 takhs towards travelling expenses for the period 04.04.2019 31.03.2020, which was sanctioned by the Committee.

Budget approved by : Mrs. Rachana Navale Ashtekar

d. Postage and Courier;

The Member Secretary presented the actual expenses towards postage and courier for the period 01.04.2018 to 31.03.2019 being 0.07 fakks, which was discussed and approved by the committee.

The Member Secretary proposed 0.08 lakbs before the Committee towards postage and courier expenses for the 01.04.2019 31.03.2020, which was sanctioned by the Committee.

Budget approved by : Dr. (Mrs.) Sunanda M. Navale

e. Printing and Stationery:

The Member Sperctary presented the actual expenses for printing and stationery which was 1.50 faklis for the period 01.04.2018 to 31.03.2019, which includes printing of Prospectus, Admission forms and other office stationery. The same was discussed and approved by the committee,

The Member Secretary proposed 1.45 laklis before the Committee for printing and stationery for the period 01.04.2019 to 31.03.2020, which was sanctioned by the Committee.

Budget approved by: Mr. Robit M. Navale

ERemuneration to Visiting Faculty / Committee Visit Expenses:

The Member Secretary presented the actual expenses for remuneration to visiting faculty for the period 01.04.2018 to 31.03.2019 being 0.12 Takhs which was discussed by the committee.

The Member Secretary proposed I.41 lakhs before the Committee for remuneration to visiting faculty for the period 01.04.2019 to 31.03.2020, 0.15 lakhs was discussed and approved by the Committee.

Budget approved by : Dr. (Mrs.) Sunanda M. Navaje

g. Leave Record:

The Member Secretary presented before the Committee that leaves are granted to the staff as per Society norms and a proper record of the same has been maintained in the Institute's office.

E) Academic Expenses –

a. Seminar and Exhibitions:

The Member Secretary presented the actual expenditure of 0.11 Takhs towards Seminar and Exhibition expenses for the period 01.04.2018 to 31.03.2019. The Expenses include various events organized by Institute like National Conference. International Conference, Quiz Competitions, etc.

The Member Secretary proposed 0.17 lakhs for 01.04.2019 to 31.03.2020, the Committee sanctioned 0.12 lakhs towards Seminar and Exhibition expenses.

Budget approved by : Mr.Rohit M. Navale

b. Training and Placement:

The Member Secretary presented the actual expenditure of 0.24 lakhs towards. Training and placement expenses for the period 01.04.2018 to 31.03.2019. The Member Secretary proposed 1.16 lakhs against Training and Placement activities for the period 01.04.2019 to 31.03.2020, 0.30 lakhs was discussed and approved by the committee.

Budget approved by ; Mr.Rohit M. Navale

c. Software Expenses:

The Member Secretary presented the actual expenses, as per MoU with Bloomberg, 12.27 laklis were paid as Bloomberg terminal charges for the period 01.04.2018 to 31.03.2019 which was discussed and approved by the committee.

The Member Secretary proposed 17.76 laklis before the Committee towards Software Expenses for the period 01.04.2019 to 31.03.2020, 12.50 laklis was sanctioned by the Committee.

Budget approved by : Mr.Rohit M. Navalo

d. Exam. / Eligibility/ Pro-rata/ Affiliation/ Insurance/Medical fees:

The Member Secretary presented the actual expenditure of 46.63 lakhs towards Examination fees, 2.53 lakhs towards Eligibility Fees, 1.80 lakhs towards Pro-rata, 5.34 lakhs towards Affiliation fees, for the period 01.04.2018 to 31.03.2019 which was sanctioned by the Committee.

The Member Secretary proposed 44.72 lakhs as expenses, towards Examination fees. 3.10 lakhs towards Eligibility fees. 1.99 lakhs towards Pro-rata. 2.93 takhs towards Affiliation fees. 0.22 lakhs towards student Insurance for the period 01.04,2019 to 31.03.2020. The Eligibility fees should be distributed proportionately among the non-

teaching staff including Director as per SPPU Circular.

Budget approved by : Mrs.Rachana Navale Ashtekar

e. Consumables:

The Memher Secretary presented 0.20 lakhs as actual expenses, towards consumables for the period 01.04.2018 to 31.03.2019. The Member Secretary proposed 0.14 lakhs and the Committee sanctioned 0.14 lakhs against consumables for 03.04.2019 to 31.03.2020.

Budget approved by : Mrs.Rachana Navale Ashtekar.

f. SPPU/AICTE for grants Exam./ Research/ Seminar / Sports/Equipments :

The Member Secretary presented SPPU / AICTE Grant 1.40 lakhs / EXAM Grant 4.80 lakhs, for the period 01.04.2018 to 31.03.2019. The Member Secretary proposed 3.00 lakhs for SPPU / AICTE grant, 4.93 lakhs against Exam Grant, Equipment/Sports Grant 1.00 lakhs which was sanctioned and approved by the Committee. It was suggested to generate maximum grant/funding from the University or any other authority for this activity.

Budget approved by : Mr.Rohit M. Navale

g. Other Misc. Exp. Cleaning/News Papers/Guest Enter./Research Cell-Exps./Bank Charges;

The Member Secretary presented the actual expenditure for Baak charges 0.22 lakhs. Research Cell Expenses 0.49 lakhs for the period 01.04.2018 to 31.03.2019 which was Sanctioned by the Committee. The Member Secretary proposed 0.11 lakhs for bank Charges, 0.90 lakhs for Research Cell Expenses for 01.04.2019 to 31.03.2020 which were sanctioned by the Committee.

h. Refundable Deposit/Excess Fee/Admission Cancellation;

The Member Secretary proposed 7.24 lakhs for Refundable Deposit for the period III.04.2018 to 31.03.2019, 40.16 lakhs was sanctioned and approved by the Committee for the period 01.04.2019 to 31.03.2020.

Budget approved by: Dr. (Mrs.) Sunanda M. Navaje.

4. Staff Regulrement and Workload -

The present staff, should be utilized to their full capacity and only lift required visiting faculty as a expert may be called on subject basis.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

5. Review of Academic Affairs:

The term started from July 01,2018

 Committee reviewed the list of Seminars and Workshops being organized after the lust L.M.C. (i.e. after October 2019) and use of University Grant, Sponsorship for the same. Results of all the examinations of MBA conducted in December 2018 were declared in February 2019. The results of all the courses were satisfactory. Committee suggested that extra efforts to be invested for improving placement percentage.

Budget approved by: Dr. (Mrs.) Sunanda M. Navale

The Member Secretary informed in the meeting, the first half of the academic calender for the academic Year 2019-2020 as follows:

First term

Term starts on

: Jan 1, 2019

Term ends

: 15th May, 2019

 To consider the Time-table, teaching load of faculty members and extracurricular/co curricular activities planned in the academic year 2019-2020.

The committee suggested that faculty members should undertake consultancy MDP, SDP, research project to strengthen their profiles.

Budget approved by: Mrs. Rachana Navale Ashtekar

The meeting concluded with thanks to the Chair.

Prof. M. N. Navale Founder President

STES

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary

STES

Dr. Parag C. Kalkar

Director, SIOM

Sinhgad Technical Education Society's

Sinhgad Institute of Management

Vadgaon (Bk), Pune-411041

Minutes of the Meeting of Governing Body (Management Courses)

Ref. No. SIOM/2018-19/

Date:

A meeting of the Governing Body of Sinbgod Institute of Management was held on Monday. 6° May, 2019 at 4,00 p.m. in the office of the Leunder Secretary, \$4,68 Erandware, Pane = 411,004.

The following members were present:

1. Prof. M. N. Novale, Founder President, STFS (Chairson, D. Ott (Mrs.) Sunarda M. Navale, Founder Secretary, STFS (Member 3, Mr. Robit M. Novale, Vice President, STFS (Member 4, Mrs.) (Geborg Novale, Ashtekar, Vice President, STFS (Member 5, Or, Arvind Oeshy medi, Director, STFS (Member 8, Or, Robin Member 5, Or, Robin Member 6, Or, Robin Memb

6, Or, Parag Kaikar, Di seron- SIOM : Member Secretary 5, Ah, G.K. Shahani, Director, Projects, STES : Special Invotor

Prof. M.N. Navale was in the chair.

The following business was transacted:

Confirmation of the minutes of the previous meeting.

The Member-Secretary road out the minutes of the previous meeting of the Governing Body held on 16th October, 2018. Members approved the same transmously and the following resolution was passed.

Resolved that the minutes of the previous meeting of the Governing Body held on 16th October, 2018 are hereby approved.

Minutes Approved by 1: Dr. (Mrs.) Sunanda M. Navale

2 To discuss and consider the recommendations of the following Sub-committees of the Local Management Committee.

A. Finance Committee:-

Approval of the Annua, Budget for the Financial Year 2019 (20).

The committee discussed the budget in detail and approved the same.

ii) Committee went through the details of expenditure for the second half of the financial year 2018-19 and approved the same. The Committee also insisted that the expenses should be optimized as per the need and priority of the work.

Budget Approved by: Prof. M. N. Navale

B. Porchase Equipment Committee:--

To approve purchases made from 1st April, 3018 to 31st March., 2019;

The Member Secretary presented the details of purchases made from 1° Apr I, 2618 to 31° March, 2019. The committee discussed on the purchases and approved the same.

 To approve the purchases to be made: Committee deliberated on the various purchases to be made and approved with some changes.

Budget Approved by: Dr. (Mrs.) Sananda M. Navale

C. <u>Building Committee</u>:

To discuss and approve the matter related to Building and its maintenance.

The Member Secretary briefed the committee about the details of repairs and maintenance work carried out at SIOM building. The committee members physically inspected the work carried out in the building

- it. The committee has approved the repairs and maintenance work carried aut.
- iii. The repair and maintenance of the building should be carried out on priority basis as and when required

Budget Approved by 1: Prof. M.N. Navalo

D. Staff Selection Committee:

- The Member Secretary briefed the committee on faculty and submitted the list of newly joined and resigned faculty members.
- ii. As far as faculty strength is concerned, the committee has observed that the existing faculty strength in total is meeting the AICTE norms. The Committee has reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to strictly follow the same.
- The Committee expressed satisfaction on overall performance of faculty and militation of faculty for the institution.

Budget Approved by 11 Dr. (Mrs.) Sunanda M. Navalo

3. To review the approval status of SIOM from concerned authorities

The Director briefed the committee on the approval and accreditation status and compliances made with AICTE and Savitribai Phale Pune University.

To discuss about the Progress Report of the Institute since the last meeting.

The Committee members have expressed satisfaction over the achiemic performance of the students.

The committee also suggested that additional citions should be taken to keep maximum university ranks in each stream course.

The Member Secretary presented the Progress Report of the Institute since the last meeting. He highlighted the following points:

- Result Analysis: The percentage of passing is satisfactory and efforts should be taken to improve the results.
- ii. Increase in the Faculty Participation and Prescription of papers in seminars and conference. The efforts made by Industry-Institute Interaction committee helped the faculty development in form of 'Faculty Internships'. The Member Secretary explained the various innovative measures taken by SIOM for the continuous development of Faculty members and students. The committee members suggested that faculty members should publish minimum two research papers in a year in reputed journals, proceedings.
- iii. The placement record has been suisfactory. The highest salary and average salary figures drawn by the placed students are also satisfactory. The yearly organization of ALUMNI MEETS is proving helpful for Placement.
- iv. The Member Secretary informed the committee that Institute could make this progress because of the team effort by both teaching and non-teaching staff and sincere efforts of management in fulfilling the requirements and norms set by various government authorities.
- The committee reviewed the performance appraisal report of Faculty members and expressed satisfaction over the procedure of conducting the same.
- vi. The committee stressed on putting more efforts to strengthen industry and social research work. It was also suggested that there should be more found on consultancy and research.

The data required to support the above points was presented in front of the Governing Body and the Committee expressed the satisfication on the same. The Committee reviewed the implementation of all norms and procedure set by AICTE and other Government authorities related to creation of posts, service conditions and leave rules and recommended the Director to suicitly follow the same.

Budget Approved by 1: Mr. Romt M. Navolo

5. To discuss the proposed plan of activines.

The Member Secretary briefed the committee and submitted the schedule of Co-carricular and Extra corricular activities and Academic calendar for the first half of the academic year 2019-20.

The committee members have appreciated the efforts taken by the Director and staff for organizing various co-curricular activities like guest lectures, seminars etc..

Budget Approved by : Mrs. Rachana Navale Ashtekar

6. To discuss any other item with the permission of the chair.

Since there was no other point on the agenda, meeting was concluded with the thanks to the chair.

Prof.M.N. Navale Founder President, STES& Chairman

Dr. (Mrs.) Sunanda M. Navale FounderSecretary, STES& Member

Dr. Parag C. Kalkar Director & Member Secretary

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE BUILDING SUB-COMMITTEE (Management Courses)

Ref. No.: SIOM/2018-19/

Date:

A meeting of the Building Sub-Committee (Management Courses) was held on Monday, 6th May 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. M. N. Navale, Founder President, STES,	Chairman *
2.	Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES	Member
3.	Mr. Rohit M. Navale, Vice President, STES	Member
4.	Mrs. Rachana Navale Ashtekar, Vice President, STES	Member
5.	Dr. A.V. Deshpande, Director, STES	Member
6.	Dr. Devidas Golhar, Professor, SIOM	Representative Teaching Staff
7.	Dr. Shubhangee Ramaswamy, Professor, SIOM	Representative Teaching Staff
8.	Dr. Sanmath Shetty, Asst. Professor, SIOM	Representative Teaching Staff
9.	Mr. G. G. Shinde, P.A.to Director, SIOM	Representative Non-Teaching Staff
10	Dr. Parag Kalkar, Director, SIOM	Director & Convener

Prof. M.N. Navale was in the Chair.

The following business was transacted.

 Approval of minutes of previous meeting held on October 16, 2018. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Special Invite

2. Maintenance status of the Sinhgad Institute of Management Building.

11. Mr. G.K. Shahani, Director (Project), STE Society

The repair and maintenance work of SIOM building is carried out as and when required.

3. Convener read out the proposals for maintenance work of SIOM building.

The committee approved the repair work of the building considering the general upkeep of the existing building.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Hon.President STES& Chairman

Dr. (Mrs.) Sunanda M. Navale Founder Secretary, STES & Member

Dr. Parag Kalkar Director & Convener

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE PURCHASE SUB-COMMITTEE

(Management Courses)

Ref. No.: SIOM/2018-19/

Date:

A meeting of the Purchase Sub-Committee (Management Courses) was held on Monday, 6th May 2019 at 11.30 a.m.in the office of the Founder Secretary, STES, Erandwane, Pune-411 004. The following members were present.

1.	Prof. N	1. N.	Navale,	Founder	President,	STES.
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- 2. Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES
- Mr. Rohit M. Navale, Vice President, STES
- 4. Mrs. Rachana Navale Ashtekar, Vice President, STES
- Dr. A.V. Deshpande, Director, STES
- 6. Dr. Devidas Golhar, Professor, SIOM
- Dr. Shubhangee Ramaswamy, Professor, SIOM
- 8. Dr. Sanmath Shetty, Asst. Professor, SIOM
- 9. Mr. G. G. Shinde, P.A.to Director, SIOM
- 10. Dr. Parag Kalkar, Director, SIOM
- 11. Mr. G.K. Shahani, Director (Project), STE Society

Chairman

Member

Member Member

Member

Representative Teaching Staff

Representative Teaching Staff

Representative Teaching Staff

Representative Non-Teaching Staff

Director & Convener

Special Invite

Prof. M.N. Navale was in the Chair.

The following business was transacted.

1. Approval of minutes of previous meeting held on October 16, 2018. The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Budget Approved by: Prof. M. N. Navale

2. To approve the purchases of equipments made from October 1, 2018 to March 31, 2019.

The committee approved the purchases made from October 1, 2018 to March 31, 2019.

It was decided to purchase the proposed requirements.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Hon.President STES& Chairman

Dr. (Mrs.) Sunanda M. Navale

Founder Secretary, STES & Member Director & Convener

44/1, Vadgaon Budruk, Pune - 411 041

MINUTES OF THE STAFF SELECTION SUB-COMMITTEE (Management Courses)

Ref. No.: SIOM/2018-19/

Date:

A meeting of the Staff Selection Sub-Committee (Management Courses) was held on Monday, 6th May 2019 at 11.30 a.m.in the office of the Secretary, STES, Erandwane, Pune - 411 004. The following members were present.

1.	Prof. M. N. Navale, Founder President, STES,	Chairman
2.	Dr. Mrs. Sunanda M. Navale, Founder Secretary, STES	Member
3,	Mr. Rohit M. Navale, Vice President, STES	Member

4. Mrs. Rachana Navale Ashtekar, Vice President, STES Member Dr. A.V. Deshpande, Director, STES Member

6. Dr. Devidas Golhar, Professor, SIOM Representative Teaching Staff

Dr. Shubhangee Ramaswamy, Professor, SIOM Representative Teaching Staff 8. Dr. Sanmath Shetty, Asst. Professor, SIOM Representative Teaching Staff

9. Mr. G. G. Shinde, P.A.to Director, SIOM Representative Non-Teaching Staff

Dr. Parag Kalkar, Director, SIOM

11. Mr. G.K. Shahani, Director (Project), STE Society

Director & Convener Special Invite

Prof. M.N. Navale was in the Chair.

The following business was transacted.

1. Approval of minutes of previous meeting held on October 16, 2018 .The Convener read out the minutes of the previous meeting. The members unanimously approved the same.

Budget Approved by: Mrs. Rachana Navale Ashtekar

2. One faculty members has joined and six faculty members have left the Institute after the last Governing Body meeting. Committee welcomed all the new members who have joined the Institute.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

3. The committee authorized the Director to recruit the staff to satisfy the norms set by AICTE.

Budget Approved by: Dr. (Mrs.) Sunanda M. Navale

Prof.M.N. Navale

Hon.President STES& Chairman

Dr. (Mrs.) Sunanda M. Navale Founder Secretary, STES & Member

Director & Convener

44/i. Vadgaon Budruk, Pune - 411/004

MINUTES OF THE FINANCE SUB-COMMUTEE

(Management Courses)

Ref. No.; SIOM/2018-19/ Date:

A meeting of the Finance Sub-Cornelittee (Management Courses) was held on Menday, 67 May 2019 at 11-50 number of the Founder Secretary, STES, Franchware, Pane-411 004/The following members were present.

١.	Prof. M. N. Navale, Lounder President, STES.	Chairman
2.	Dr. Mis, Sunanda M. Navale, Founder Socretary, STES	Member
З.	Mr. Rohit M. Navale, Vice President, STES	Meinber
4.	Mrs. Racharut Navale Ashtekar, Vice President, STES	Member
5.	Dr. A.V. Deshponde, Director, STFS	Member
ή.	Dr. Devidas Golhar, Professor, SIOM	Representative Teaching Staff
7.	Dr. Shubbangee Romaswamy, Professor, SIOM	Representative Tenching Staff
8.	Dr. Sanmath Shorty: Asst. Professor, SIOM	Representative Teaching Staff

 Mr. G. G. Shinde, P. And Director, SIOM-10, Dr. Parag Kalkar, Director, SIOM

11 Mr. G.K. Shahani, Director (Project), 811; Society

Representative Notes Teaching Staff Director & Convene)

Special Invite-

Prof. M.N. Navale was in the Chair.

The following business was transacted.

 Approval of minutes of previous meeting held on October 16, 2018. The Convener read out the minutes of the previous meeting. The raembers manimously approved the same.

Budget Approved by: Dr. (Mrs.) Sunonda M. Navale

 To approve the Anneal Budget for the year 2019-2020 and recommend the same to the Governing Body.

The Committee approved the Annual Budget for the year 2019-2020 with a few modifications and recommended the same to the Governing Body and resolved that the budget for the year 2019-2020 be and is hereby approved. Resolved further that the same would be recommended to the Governing Body for its approval.

Budget Approved by: Prof. M. N. Navale

To approve the expenditure incurred from April 1, 2018 to Morch 31, 2019.
 Convener presented the details of expenditure incurred from April 1, 2018 to March 31, 2019. The committee approved the same.

Budget Approved by: Dr. : Mrs.) Smanda M. Navale

4. To consider any other matter with the permission of the chair.

Since there was no other business to be transacted the meeting was concluded with the thanks to the Chair.

Prof.M.N. Navale

Hon.President STES& Chairman

Dr. (Mrs.) Sunanda M. Navale Founder Secretary, STES & Member Dr. Parag Kalkar Director & Convener