



Sinhgad Technical Educational Society's

SINHGAD INSTITUTE OF MANAGEMENT

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






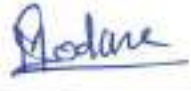
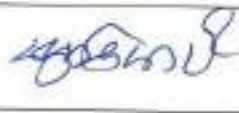




S.No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax : (020) 24356592 E-mail : director_siom@sinhgad.edu Website : www.sinhgad.edu

GOVERNING BODY
ATTENDANCE & MoM - 2022

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

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.






The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 411 041.

A meeting of the Governing Body Meeting-Computer Courses 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.

The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	
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4	Mrs.Rachana Navale Ashtekar Vice President STE Society	Member	
5	Mrs.Shruti R.Navale Member , STE Society	Member	
6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	
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	
10	Govt.of Maharashtra	Nominee	
11	Ex-Officio, Regional officer, WRC, AICTE, Mumbai	Nominee	
12	Dr. Chandrani Singh Director (MCA) SIOM, Pune - 41	Director & Member Secretary	
13	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee, STES	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Finance 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.

The following members were present for the said meeting.

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11	Dr. Chandrani Singh Director (MCA) SIOM, Pune - 41	Member - Secretary	
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Purchase 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.




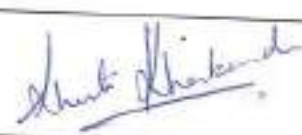
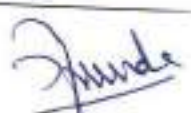
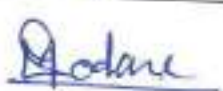


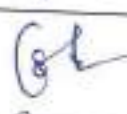


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5	Mrs. Shruti R. Navale Member, STE Society	Member	
6	Dr. A. V. Deshpande. Director, STE Society, Vadgaon (Bk)	Member	
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12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Building Sub -Committee-Computer Courses 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.

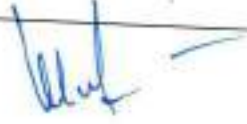






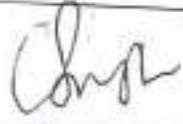

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6	Dr. A. V. Deshpande. Director, STE Society, Vadgaon (Bk)	Member	
7	Dr. Milind Godase Professor, SIOM	Representative Teaching Staff	
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11	Dr. Chandrani Singh Director (MCA) SIOM, Pune - 41	Member - Secretary	
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

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.











The following members were present for the said meeting,

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11	Dr. Chandrani Singh Director (MCA) SIOM, Pune - 41	Member - Secretary	
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

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.






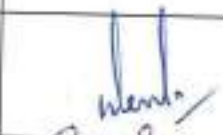
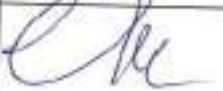
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4	Mrs.Rachana Navale Ashtekar Vice President STE Society	Member	
5	Mrs.Shruti R.Navale Member , STE Society	Member	
6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	
7	Dr. Sagar Pawar Associate Professor, SIOM	Representative Teaching Staff	
8	Dr. Sanmath Shetty Asst. Professor, SIOM	Representative Teaching Staff	
9	Mr. Amol Khandagale Asst. Professor, SIOM	Representative Teaching Staff	
10	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Representative Non - Teaching Staff	
11	Dr. Daniel Penkar Director, SIOM,Pune - 41	Director Member - Secretary	
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 411 041.

A meeting of the Governing Body Meeting-Management Courses 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.

The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
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5	Mrs.Shruti R.Navale Member , STE Society	Member	
6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	
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	
10	Govt.of Maharashtra	Nominee	
11	Ex-Officio, Regional officer, WRC, AICTE, Mumbai	Nominee	
12	Dr.Daniel Penkar Director, SIOM,,Pune - 41	Director & Member Secretary	
13	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee, STES	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Finance Sub -Committee -Management 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, Erandwane, Pune - 411 004.

The following members were present for the said meeting.

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6	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	
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12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Purchase Sub -Committee-Management 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.

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Building Sub -Committee -Management Courses 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.




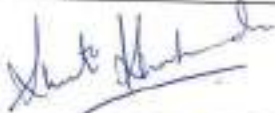






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SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Staff Selection Sub - Committee - Management 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.

The following members were present for the said meeting.

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20/9

**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/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:

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 Navale, Member, STES	Member
6. Dr. Sagar Pawar, Associate Professor, SIOM	Representative Teaching Staff
7. Dr. Sanmath Shetty, Assistant Professor, SIO	Representative Teaching Staff
8. Mr. Amol Khandagale, Assistant Professor, SIOM	Representative Teaching Staff
9. Mr. G. G. Shinde, P.A. to Director, SIOM	Representative Non-Teaching Staff
10. Dr. Daniel Penkar, Director - MBA, SIOM	Member Secretary
11. 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

2) 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.
- b. 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 –

1) 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 expenditure 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 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 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

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 to 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 .



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 Navale Ashtekar



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 to 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 Grant 0.80 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

h. 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

- 1) 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.

- 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
Term ends : yet not declared by university

- 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

2019

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:

- | | |
|--|--------------------|
| 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 Navale, Vice President, STES | : Member |
| 5. Mrs. Shruti R. Navale, Member, STES | : Member |
| 5. Dr. Arvind Deshpande, Director, STES | : Member |
| 6. Dr. Daniel Penkar, Director - 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.

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

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

A. Finance Committee:-

- i) 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:-

- i) 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.

- iii. 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:

- i. 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.

- iii. 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.

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:

- i. 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.

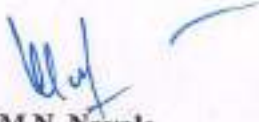


The committee members have appreciated the efforts taken by the Director and staff for organizing various co-curricular activities like guest lectures, seminars etc. during the pandemic..

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
FounderSecretary,STES&Member



Dr. Daniel Penkar
Director & Member Secretary

SINHGAD INSTITUTE OF MANAGEMENT

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,	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. Milind Godase, Professor, SIOM	Representative Teaching Staff
8. Dr. Sunil Khilari, Associate Professor, SIOM	Representative Teaching Staff
9. Dr. Ankush Kudale, Associate Professor, SIOM	Representative Teaching Staff
10. Mr. G. G. Shinde, P.A.to Director, SIOM	Representative Non- Teaching Staff
11. Dr. Chandrani Singh, Director, SIOM	Director & Convener
12. Mr. G .K. Shahani, Director (Project), STE Society	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


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

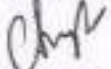
The committee approved the repair work of the building considering the general upkeep of the building.

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


Dr.Chandrani Singh
Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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, 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. Milind Godase, Professor, SIOM	Representative Teaching Staff
8. Dr. Sunil Khilari, Associate Professor, SIOM	Representative Teaching Staff
9. Dr. Ankush Kudale, Associate Professor, SIOM	Representative Teaching Staff
10. Mr. G. G. Shinde, P.A. to Director, SIOM	Representative Non-Teaching Staff
11. Dr. Chandrani Singh, Director, SIOM	Director & Convener
12. Mr. G.K. Shahani, Director (Project), STE Society	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. The members unanimously approved the same.

Budget Approved by: Prof. M. N. Navale

2. 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.

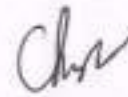
Budget Approved by: Dr. (Mrs.) Sunanda M. Navale



Prof.M.N. Navale
Hon.President STES& Chairman



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



Dr.Chandrani Singh
Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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,	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. Milind Godase, Professor, SIOM	Representative Teaching Staff
8. Dr. Sunil Khilari, Associate Professor, SIOM	Representative Teaching Staff
9. Dr. Ankush Kudale, 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
13. Mr. G .K. Shahani, Director (Project), STE Society	Special Invitee

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. 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.

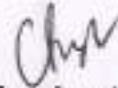
Budget Approved by: Dr. (Mrs.) Sunanda M. Navale



Prof. M.N. Navale
Hon. President STES & Chairman



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



Dr. Chandrani Singh
Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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,	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. Milind Godase, Professor, SIOM	Representative Teaching Staff
8. Dr. Sunil Khilari, Associate Professor, SIOM	Representative Teaching Staff
9. Dr. Ankush Kudale, Associate Professor, SIOM	Representative Teaching Staff
10. Mr. G. G. Shinde, P.A.to Director, SIOM	Representative Non- Teaching Staff
11. Dr. Chandrani Singh, Director, SIOM	Director & Convener
12. Mr. G .K. Shahani, Director (Project), STE Society	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. 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 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 2022-2023 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

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.

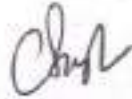
Since there was no other business to be transacted the meeting was concluded with the thanks to the Chair.



Prof.M.N. Navale
Hon.President STES& Chairman



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



Dr.Chandrani Singh
Director & Convener

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
3. 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
6. 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.

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

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

A. Finance Committee:-

i. Approval of the Annual Budget for the Financial Year 2022 – 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:-

- i. 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.

- iii. 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:

- i. 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.

- iii. 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.

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:

- i. 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



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.

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.

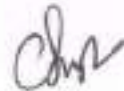
Since there was no other point on the agenda, meeting was concluded with the thanks to the chair.



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:

- | | |
|--|-----------------------------------|
| 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 Navale, Member STES | Member |
| 6. Dr. Milind S. Godase, Professor, SIOM | Representative Teaching Staff |
| 7. 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 Staff |
| 10. Dr. Chandrani Singh, Director - MCA, SIOM | Member Secretary |
| 11. 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

2) 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.
- b. 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. Tutlon 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 –

1) 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



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 committee. 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 .



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

c. 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 to 31.03.2023.

Budget approved by : Mrs.Rachana Navale Ashtekar



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

- 1) 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.
- 2) 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



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

- 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. 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.

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	Representative Teaching Staff
9. Mr. Amol Khandagale, Asst. Professor, SIOM	Representative Teaching Staff
10. Mr. G. G. Shinde, P.A. to Director, SIOM	Representative Non- Teaching Staff
11. Dr. Daniel Penkar, Director, SIOM	Director & Convener
12. Mr. G .K. Shahani, Director (Project), STE Society	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 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.

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. Daniel Penkar
Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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.

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	Representative Teaching Staff
9. Mr. Amol Khandagale, Asst. Professor, SIOM	Representative Teaching Staff
10. Mr. G. G. Shinde, P.A. to Director, SIOM	Representative Non- Teaching Staff
11. Dr. Daniel Penkar, Director, SIOM	Director & Convener
12. Mr. G.K. Shahani, Director (Project), STE Society	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: 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


Dr. Daniel Penkar
Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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,	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	Representative Teaching Staff
9. Mr. Amol Khandagale, Asst. Professor, SIOM	Representative Teaching Staff
10. Mr. G. G. Shinde, P.A. to Director, SIOM	Representative Non- Teaching Staff
11. Dr. Daniel Penkar, Director, SIOM	Director & Convener
12. Mr. G.K. Shahani, Director (Project), STE Society	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


Dr. Daniel Penkar
Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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	Representative Teaching Staff
9. Mr. Amol Khandagale, Asst. Professor, SIOM	Representative Teaching Staff
10. Mr. G. G. Shinde, P.A. to Director, SIOM	Representative Non- Teaching Staff
11. Dr. Daniel Penkar, Director, SIOM	Director & Convener
12. Mr. G .K. Shahani, Director (Project), STE Society	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 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 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

3. To approve the expenditure incurred from April 1, 2021 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


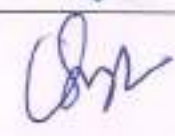
GOVERNING BODY

ATTENDANCE & MoM - 2019

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

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.



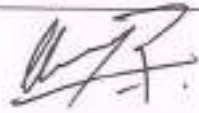
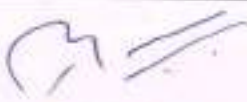
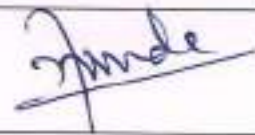
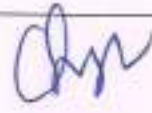
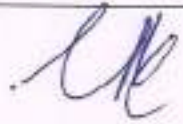
The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande, Director , STE Society, Vadgaon (Bk)	Member	
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	
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	
10	Dr. Chandrani Singh. Director (MCA) SIOM,Pune - 41	Director Member - Secretary	
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 411 041.

A meeting of the Governing Body Meeting-Computer Courses 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.

The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	
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	
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee, STES	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Finance Sub - Committee -Computer Courses 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.





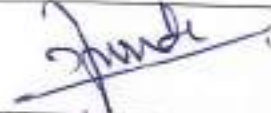
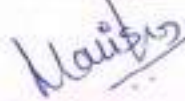
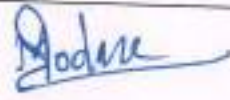


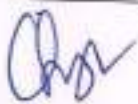

The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	
3	Mr. Rohit M. Navale Vice President (HR) STE Society	Member	
4	Mrs. Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director, STE Society, Vadgaon (Bk)	Member	
6	Dr. (Mrs) Manisha A. Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	
7	Dr. Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	
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	
10	Dr. Chandrani Singh Director (MCA) SIOM, Pune - 41	Member - Secretary	
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Purchase Sub-Committee -Computer Courses 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.

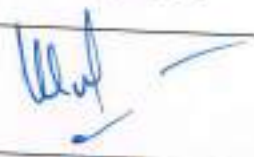

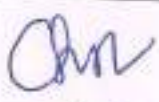
The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	
3	Mr. Rohit M. Navale Vice President (HR) STE Society	Member	
4	Mrs. Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director, STE Society, Vadgaon (Bk)	Member	
6	Dr. (Mrs) Manisha A. Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	
7	Dr. Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	
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	
10	Dr. Chandrani Singh Director (MCA) SIOM, Pune - 41	Member - Secretary	
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Building Sub -Committee-Computer Courses 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.

The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	
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	
10	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Staff Selection Sub - Committee - Computer Courses 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.

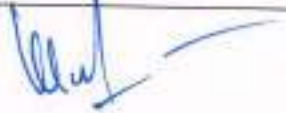









The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	
3	Mr. Rohit M. Navale Vice President (HR) STE Society	Member	
4	Mrs. Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director, STE Society, Vadgaon (Bk)	Member	
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9	Mr. G. G. Shinde. P.A. to Director, SIOM, Pune - 41	Representative Non - Teaching Staff	
10	Dr. Chandrani Singh Director (MCA) SIOM, Pune - 41	Member - Secretary	
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

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.

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 411 041.

A meeting of the Governing Body Meeting-Management Courses 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.

The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	
6	Industry Expert. Nominee, AICTE, New Delhi	Nominee	
7	Ex-Officio, Director of Technical Education, Mumbai	Nominee	
8	Dr.Sanjeew 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	
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee, STES	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Finance Sub -Committee -Management Courses 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.



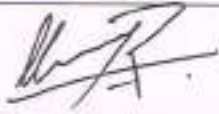

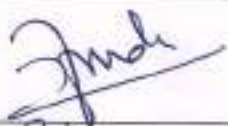
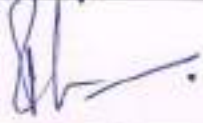





The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Purchase Sub -Committee-Management Courses 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.





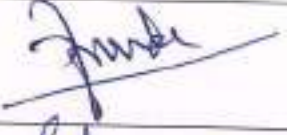






The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Building Sub -Committee -Management Courses 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.

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Staff Selection Sub - Committee - Management Courses 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.

The following members were present for the said meeting.

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

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:

- | | |
|--|--------------------|
| 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. Arvind Deshpande, Director, STES | : Member |
| 6. Dr. Parag Kalkar, Director – 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.

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

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

A. Finance Committee:-

- i) 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.
- iii. 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:

- i. 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.
- iii. 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.

- 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:



- i. **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

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
Founder Secretary, 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:

- | | |
|--|-----------------------------------|
| 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 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.

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



2) 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:

- a. Efforts should be made to recover balance fees from the students in time.
- b. 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 01.04.2019 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 –

1) 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.

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



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 .



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



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

- 1) 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.

- 2) 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


- 6) **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 INSTITUTE OF MANAGEMENT

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.

1. 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.

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

Dr. Parag Kalkar

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

SINHGAD INSTITUTE OF MANAGEMENT

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
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 Invitee

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

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: 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

SINHGAD INSTITUTE OF MANAGEMENT

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
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.

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. 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

SINHGAD INSTITUTE OF MANAGEMENT

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.

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: Dr. (Mrs.) Sunanda M. Navale

2. 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



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

Hon.President STES& Chairman Founder



Dr. (Mrs.) Sunanda M. Navale

Secretary,STES & Member Director



Dr. Parag Kalkar

Convener

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:

- | | |
|--|-----------------------------------|
| 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. Mr. Milind S. Godase, Professor, SIOM | Representative Teaching Staff |
| 7. Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM | Representative Teaching Staff |
| 8. Dr. (Mrs.) Vidya S. Gavekar, Asso. Professor, SIOM | Representative Teaching Staff |
| 9. Mr. G. G. Shinde, P.A. to Director, SIOM | Representative Non-Teaching Staff |
| 10. Dr. Chandrani Singh, Director - MCA, SIOM | Member Secretary |
| 11. 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 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

2) 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:

- a. Efforts should be made to recover balance fees from the students in time.
- b. 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. Tuition 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 –

1) 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.

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 –

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.

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

2) 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

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 .



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



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

- 1) 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.
- 2) 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



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

- 6) 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

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, 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. Arvind Deshpande, Director, STES | : Member |
| 6. 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.

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

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

A. Finance Committee:-

- i. 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:-

- 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 physically inspected the work carried out in the building.

- ii. 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 basis as and when required.

Budget Approved by : Prof. M. N. Navale

D. Staff Selection Committee:

- i. 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.
- iii. 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:

- i. 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

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
Founder Secretary, STES&Member



Dr. Chandrani Singh
Director & Member Secretary

SINHGAD INSTITUTE OF MANAGEMENT

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, 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. Milind 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 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.

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

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. 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

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

SINHGAD INSTITUTE OF MANAGEMENT

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,	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. Milind Godase, Professor, SIOM	Representative Teaching Staff
7. Dr. (Mrs.) Manisha A. 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 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.

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: 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. Chandrani Singh

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

SINHGAD INSTITUTE OF MANAGEMENT

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. 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. Milind Godase, Professor, SIOM	Representative Teaching Staff
7. Dr. (Mrs.) Manisha A. 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 Staff
10. Dr. Chandrani Singh, Director, SIOM	Director & Convener
11. Mr. G .K. Shahani, Director (Project), STES	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

Hon. President STES & Chairman


Dr. (Mrs.) Sunanda M. Navale


Dr. Chandrani Singh

Founder Secretary, STES & Member Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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
2. 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
6. Dr. Milind 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 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 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. 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

Hon.President STES& Chairman



Dr. (Mrs.) Sunanda M. Navale

Founder Secretary, STES & Member



Dr. Chandrani Singh

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 - 2018

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Local Managing Committee (MBA) 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.

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Local Managing Committee (MCA) 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.

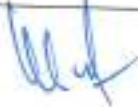







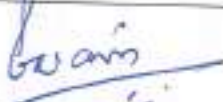


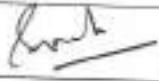

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 411 041.

A meeting of the Governing Body Meeting-Management Courses 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.






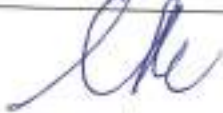
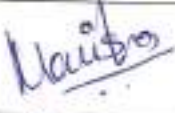





The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director, STE Society, Vadgaon (Bk)	Member	
6	Mr. G. K. Shahani. Director (Project), STE Society,	Member	
7	Dr. Devidas G. Golhar HOD,Professor SIOM, Pune - 41	Member	
8	Dr.Shubhangee Ramaswamy Professor SIOM, Pune - 41	Member	
9	Mr.Uday Naik Associate Professor, Siom	Member	
10	Dr. Sanmat Sheety Asst.Professor SIOM, Pune - 41	Member	
11	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Member	
12	Mr.Sudesh Sharma IQAC Co-ordinator	Member	
13	Mr.Vaibhava Tiwari President,Student Council	Member	
14	Mr.Siddharth Bharadwaj Secretary,Student Council	Member	
15	Dr.Parag C.Kalkar Director, SIOM,Pune - 41	Director & Member Secretary	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 411 041.

A meeting of the Governing Body Meeting-Computer Courses 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.




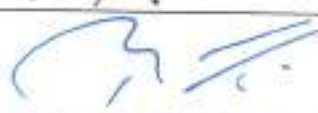







The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director , SIE Society, Vadgaon (Bk)	Member	
6	Mr. G. K. Shahani. Director (Project), STE Society,	Member	
7	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Member	
8	Dr.Milind S. Godase Professor SIOM, Pune - 41	Member	
9	Dr. (Mrs).Vidya Gavekar Asso. Professor SIOM, Pune - 41	Member	
10	Dr. (Mrs).Rajeshree Khande Asso. Professor S.IOM, Pune - 41	Member	
11	Mr.G.G.Shinde. P.A. to Director, SIOM, Pune -41	Member	
12	Dr. Sunil Khilari IQAC Co-ordinator	Member	
13	Mr.Mehulkumar Suryawanshi President, Student Council	Member	
14	Mr.Lavkush Das Kumar Secretary, Student Council	Member	
15	Dr. Chandrani Singh Director (MCA) SIOM, Pune - 41	Director & Member Secretary	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Finance Sub -Committee -Management 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, Erandwane, Pune - 411 004.

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Purchase Sub -Committee-Management 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.

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Building Sub -Committee -Management Courses 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.












The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Staff Selection Sub - Committee - Management 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.






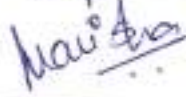
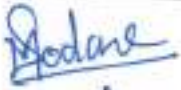
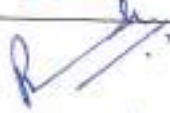



The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Finance 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.




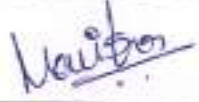
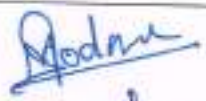

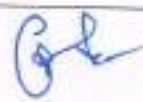
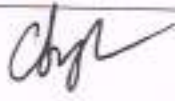

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Purchase 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.

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Building Sub -Committee-Computer Courses 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.




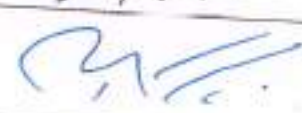
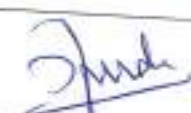
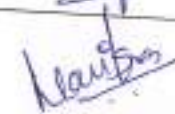
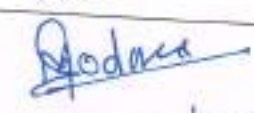


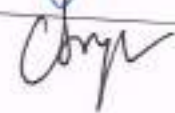

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

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.

The following members were present for the said meeting.

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

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:

- | | |
|--|--------------------|
| 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. Arvind Deshpande, Director, STES | : Member |
| 6. Dr. Devidas Golhar, HOD, SIOM | : Member |
| 7. Dr. Shubhangee Ramaswamy, Professor, SIOM | : Member |
| 8. Mr. Uday Naik, Associate Professor, SIOM | : Member |
| 9. Dr. Sanmat Shetty, Asst. Professor, SIOM | : Member |
| 10. Mr. G. G. Shinde, Non Teaching Representative | : Member |
| 11. Mr. Sudesh Sharma, IQAC Coordinator | : Member |
| 12. Ms. Vaibhava Tiwari, President Student Council | : Member |
| 13. Mr. Siddharth Bharadwaj, Secretary, Student Council | : Member |
| 14. Dr. Parag Kalkar, Director - SIOM | : Member Secretary |
| 15. Mr. G.K. Shahani, Director, Projects, STES | : 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

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

A. Finance Committee:-

- i) 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.

Budget Approved by: Prof. M. N. Navale



B. Purchase/ Equipment Committee:-

- i) 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.
iii. 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:

- i. 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.
iii. 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.

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:

- i. 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

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.

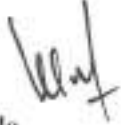



The committee members have appreciated the efforts taken by the Director and staff for organizing various co-curricular activities like guest lectures, seminars etc..

Budget Approved by : Mrs. Rachana Navale Ashtekar

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 Dr. (Mrs.) Sunanda M. Navale Dr. Parag C. Kalkar
Founder President,STES&Chairman 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:

- | | |
|--|-----------------------------------|
| 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 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.

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



2) 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:

- a. Efforts should be made to recover balance fees from the students in time.
- b. 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. Tuition 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 –

1) 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 to 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 to 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

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 .



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 be distributed proportionately among the 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

h. 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

- 1) 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.

- 2) 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

- 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. Parag C. Kalkar
Director,
SIOM

SINHGAD INSTITUTE OF MANAGEMENT

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.

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.

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 2018-2019 (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


Dr. Parag Kalkar

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

SINHGAD INSTITUTE OF MANAGEMENT

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.

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.

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

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

SINHGAD INSTITUTE OF MANAGEMENT

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	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 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

2. 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
Hon.President STES& Chairman



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



Dr. Parag Kalkar
Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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.

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.

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



Dr. Parag Kalkar

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

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:

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. Arvind Deshpande, Director, STES	: Member
6. Dr. Milind Godase, HOD, SIOM – MCA	: Member
7. Dr. Manisha Kumbhar, Professor, SIOM	: Member
8. Dr. Vidya Gavekar, Associate Professor, SIOM	: Member
9. Dr. Rajeshree Khande, Associate Professor, SIOM	: Member
10. Mr. G. G.Shinde, Non Teaching Representative	: Member
11. Dr. Sunil Khilari, IQAC Coordinator	: Member
12. Mr. Mehal Kumar Suryawanshi, President Student Council	: Member
13. Mr. Lavkush Das Kumar, Secretary, Student Council	: Member
14. Dr. Chandrani Singh, Director – MCA, SIOM	: Member Secretary
15. Mr. G.K. Shahani, Director, Projects, STES	: 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

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

A. Finance Committee:-

- i. 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.



- 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:-

- i. 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.

- iii. 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:

- i. 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.

- iii. 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:

- i. 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



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

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 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:

- | | |
|--|-----------------------------------|
| 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. Mr. Milind S. Godase, Asst. Professor, SIOM | Representative Teaching Staff |
| 7. Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM | Representative Teaching Staff |
| 8. Dr. (Mrs.) Vidya S. Gavekar, Asso. 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 | 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.

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



2) 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.
- b. 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 –

1) 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 to 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 to 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 be 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

- 1) 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.
- 2) 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 calendar for the academic Year 2018-2019 as follows:

First term

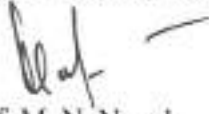
Term starts on : Jan 1, 2019
Term ends : 15th May, 2019

- 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

SINHGAD INSTITUTE OF MANAGEMENT

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	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
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

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

Hon. President STES & Chairman



Dr. (Mrs.) Sunanda M. Navale

Founder Secretary, STES & Member



Dr. Chandrani Singh

Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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 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 |
| 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 |

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. 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

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

Dr. Chandrani Singh

Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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
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 - 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.

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

2. 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

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

SINHGAD INSTITUTE OF MANAGEMENT

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. 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 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 – 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.

1. 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


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. 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
Hon.President STES& Chairman


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


Dr.Chandrani Singh
Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

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.

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 411 041.

A meeting of the Governing Body Meeting-Management Courses 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.











The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	
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	
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee,STES	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Finance Sub -Committee -Management 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, Erandwane, Pune - 411 004.

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Purchase Sub -Committee-Management 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.

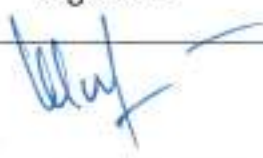


The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Building Sub -Committee -Management Courses 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.

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Staff Selection Sub - Committee - Management 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.

The following members were present for the said meeting.

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

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

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.

The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	
3	Mr. Rohit M. Navale Vice President (HR) STE Society.	Member	
4	Mrs. Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director, STE Society, Vadgaon (Bk)	Member	
6	Dr. (Mrs) Manisha A. Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	
7	Dr. Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	
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	
10	Dr. Chandrani Singh. Director (MCA) SIOM, Pune - 41	Director Member - Secretary	
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 411 041.

A meeting of the Governing Body Meeting-Computer Courses 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.

The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society,	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society.	Member	
3	Mr.Rohit M. Navale Vice President (HR) STE Society.	Member	
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	
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	
12	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee, STES	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Finance 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.



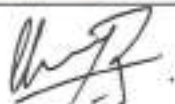








The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	
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	
10	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Purchase 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.

The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	
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	
10	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

A meeting of the Building Sub -Committee-Computer Courses 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.




The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	
3	Mr.Rohit M.Navale Vice President (HR) STE Society	Member	
4	Mrs.Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director , STE Society, Vadgaon (Bk)	Member	
6	Dr. (Mrs) Manisha A.Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	
7	Dr.Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	
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	
10	Dr. Chandrani Singh Director (MCA) SIOM,Pune - 41	Member - Secretary	
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

SINHGAD INSTITUTE OF MANAGEMENT, PUNE - 41.

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.

The following members were present for the said meeting.

Sr. No.	Name	Designation	Signature
1	Prof. M. N. Navale. Founder President, STE Society	Chairman	
2	Dr. (Mrs.) Sunanda M. Navale. Founder Secretary, STE Society	Member	
3	Mr. Rohit M. Navale Vice President (HR) STE Society	Member	
4	Mrs. Rachana Navale Ashtekar Vice President (Admin) STE Society	Member	
5	Dr. A. V. Deshpande. Director, STE Society, Vadgaon (Bk)	Member	
6	Dr. (Mrs) Manisha A. Kumbhar Professor SIOM, Pune - 41	Representative Teaching Staff	
7	Dr. Milind S. Godase Professor SIOM, Pune - 41	Representative Teaching Staff	
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	
10	Dr. Chandrani Singh Director (MCA) SIOM, Pune - 41	Member - Secretary	
11	Mr. G. K. Shahani. Director (Project), STE Society,	Special Invitee	

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 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. Prof. V.N. Navale, Founder President, STES	Chairman
2. Dr. Mrs. Sumanda 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. Avind Deshpande, Director, STES	: Member
6. Dr. J. Jaganath Singh, Director, MCA, SIOM	: Member Secretary
7. Mr. G.K. Shabam, Director, Projects, STES	: 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 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.) Sumanda M. Navale

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

A. Finance Committee:-

i. 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 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, 2018 to 31st March, 2019.

The Member Secretary presented the details of purchases made from 1st April, 2018 to 31st 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 repairs and maintenance work carried out at SJOM 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
- iii. 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:

- i. 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.
- iii. 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 SJOM 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:

- i. 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 MEETINGS 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

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 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 Thursday 06/05/2019 at 12.00 noon in the office of The Founder Secretary, STES, Erandwane, Pune – 411004. 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. Mr. Milind S. Godase, Asst. Professor, SIOM	Representative Teaching Staff
7. Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM	Representative Teaching Staff
8. Dr. (Mrs.) Vidya S. Gavekar, Asso. Professor, SIOM	Representative Teaching Staff
9. Mr. G. G. Shinde, P.A. to Director, SIOM	Representative Non- Teaching Staff
10. Dr. Chandrani Singh, Director - MCA, SIOM	Member Secretary
11. 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 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

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:

- a. Efforts should be made to recover balance fees from the students in time.
- b. 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. Tuition Fees:

The Member Secretary informed that the total fees for 01.04.2018 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 Fees:

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 Member Secretary 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 2.48 lakhs. The Member Secretary proposed 2.01 lakhs for 01.04.2019 to 31.03.2020 lakhs which was discussed and was approved for 01.04.2019 to 31.03.2020 by the committee.

2) 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 to 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 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. 0.25 lakhs for Library books expenses were proposed 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 lakhs.

4) Furniture and Fixtures:

The Member Secretary presented before the Committee, that the actual expenditure for Furniture & Fixtures is zero lakhs 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 lakhs.

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 lakhs for 01.04.2018 to 31.03.2019 was discussed and approved by the committee. The Member Secretary proposed 0.013 lakhs towards news papers for the period 01.04.2019 to 31.03.2020, 0.013 lakhs 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 lakhs 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 lakhs for salary expenses for the period 01.04.2019 31.03.2020. The Committee sanctioned 488.16 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 0.50 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. Rohit 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 committee.

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 lakhs before the Committee for printing and stationery for the period 01.04.2019 to 31.03.2020, 1.00 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 31.03.2019 being 0.66 lakhs which was discussed by the committee.

The Member Secretary proposed 0.65 lakhs before the Committee for remuneration to visiting faculty for the period 01.04.2019 to 31.03.2020, 0.65 lakhs 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 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 .

F) Academic 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 Training 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 01.04.2018 to 31.03.2019 which was sanctioned by the Committee.

The Member Secretary proposed 21.59 lakhs as expenses towards Examination fees, 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 be 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 0.15 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 3.60 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 Misc. 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 01.01.2019 to 31.03.2020 which were sanctioned by the Committee.

g. Refundable Deposit/Excess Fee/Admission Cancellation:

The Member Secretary proposed zero lakhs for Refundable Deposit for the period 01.04.2018 to 31.03.2019, 21.20 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

- 1) 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.
- 2) 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

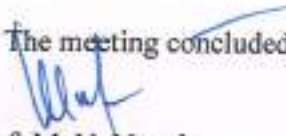
Term starts on : Jan 1, 2019
Term ends : 15th May, 2019


- 6) 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 INSTITUTE OF MANAGEMENT

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,	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. Milind S. Godase, Professor, SIOM	Representative Teaching Staff
7. Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM	Representative Teaching Staff
8. Dr. (Mrs.) Vidya Gavekar, 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), STE Society	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. The members unanimously approved the same.

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

2. 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



Dr.Chandrani Singh
Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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,	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. Milind S. Godase, Professor, SIOM	Representative Teaching Staff
7. Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM	Representative Teaching Staff
7. Dr. (Mrs.) Vidya Gavekar, Associate Professor SIOM	Representative Teaching Staff
8. Mr. G. G. Shinde, P.A. to Director, SIOM	Representative Non- Teaching Staff
9. Dr. Chandrani Singh, Director, SIOM	Director & Convener
10. Mr. G.K. Shahani, Director (Project), STE Society	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. 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.

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



Dr.Chandrani Singh
Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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,	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. Milind Godase, Professor, SIOM	Representative Teaching Staff
7. Dr. (Mrs.) Manisha A. 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 Staff
10. Dr. Chandrani Singh, Director, SIOM	Director & Convener
11. Mr. G .K. Shahani, Director (Project), STE Society	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


Dr.Chandrani Singh
Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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.

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. Milind S. Godase, Professor, SIOM	Representative Teaching Staff
7. Dr. (Mrs.) Manisha A. Kumbhar, Professor, SIOM	Representative Teaching Staff
8. Dr. (Mrs.) Vidya Gavekar, 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), STE Society	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

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



Dr. Chandrani Singh
Director & Convener

**Sinhgad Technical Education Society's
Sinhgad Institute of Management,
Sr. No. 44/1, Sinhgad Rd. Vadgaon(Bk.), Pune-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 12.00 noon in the office of The Founder Secretary, STES, Brandwane, Pune – 411004. 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 Rantawarty, Professor, SIOM	Representative Teaching Staff
8. Dr. Sarzati Shetty, Asst. Professor, SIOM	Representative Teaching Staff
9. 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 16th October 2018 be and are hereby accepted and approved.

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

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:

- a. Efforts should be made to recover balance fees from the students in time.
- b. 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.) Sumanda M. Navale

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

A. 1. Tuition Fees:

The Member Secretary informed that the total fees for 01.04.2018 to 31.03.2019 was 1350.62 lakhs of which the actual income was 950.58 lakhs. 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 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 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 Secretary 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 lakhs was discussed and 2.50 lakhs was approved for 01.04.2019 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 equipment and tools is 0.40 lakhs 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 to 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 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 31.03.2019. 1.00 lakhs for Library books expenses were proposed by the Member Secretary towards Library Books for the period 01.04.2019 to 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 for the period 01.04.2018 to 31.03.2019. The Member Secretary proposed 0.50 lakhs towards Furniture & Fixtures for the period 01.04.2019 to 31.03.2020. No expenses are 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

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. 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 Secretary 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 salary expenses for the period 01.04.2019 to 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 lakhs, staff welfare expenses 0.10 lakhs, for 01.04.2018 to 31.03.2019.

The Member Secretary proposed the Gathering/ cultural expenses 0.11 lakhs, Student welfare expenses 0.85 lakhs, Staff welfare expenses 0.10 lakhs, Alumni expenses 2.00 lakhs were discussed and approved by the Committee for the period 01.04.2019 to 31.03.2020.

Budget approved by: Mr. Rohit 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 lakhs before the Committee towards office expenses & 0.25 lakhs towards travelling expenses for the period 01.04.2019 to 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 lakhs, which was discussed and approved by the committee.

The Member Secretary proposed 0.08 lakhs before the Committee towards postage and courier expenses for the 01.04.2019 to 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 1.50 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 1.45 lakhs 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. 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 31.03.2019 being 0.12 lakhs which was discussed by the committee.

The Member Secretary proposed 1.41 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. 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 .

E) Academic Expenses –

a. Seminar and Exhibitions:

The Member Secretary presented the actual expenditure of 0.11 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 0.17 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 lakhs 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 lakhs before the Committee towards Software Expenses for the period 01.04.2019 to 31.03.2020, 12.50 lakhs 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 46.63 lakhs towards Examination fees, 2.52 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 lakhs 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 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 Ashrekar

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

- 1) 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.

- 2) 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


- 6) **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-411004

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 Monday, 6th May, 2019 at 3.00 p.m. in the office of the Founder Secretary, SIES Erambware, 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. Geetanjali Navale, Ashtekar, Vice President, SIES	: Member
5. Dr. Arvind Deshpande, Director, STES	: Member
6. Dr. Parag Kulkar, Director - SIOM	: Member Secretary
7. Mr. G.K. Shahani, Director, Projects, STES	: Special Inviter

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 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.) Sunanda M. Navale

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

A. Finance Committee:

- i) 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 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, 2018 to 31st March, 2019:

The Member Secretary presented the details of purchases made from 1st April, 2018 to 31st 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 repairs and maintenance work carried out at SJOM 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.
iii) 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:

- i. 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.
- iii. 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 SJOM from concerned authorities

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

- a. 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:

- i. **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. Ravi 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
Founder Secretary, STES & Member


Dr. Parag C. Kalkar
Director & Member Secretary

SINHGAD INSTITUTE OF MANAGEMENT

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

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

SINHGAD INSTITUTE OF MANAGEMENT

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

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



Dr. Parag Kalkar
Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

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

Dr. Parag Kalkar
Director & Convener

SINHGAD INSTITUTE OF MANAGEMENT

44/1, Vadgaon Budruk, Pune – 411 004

MINUTES OF THE FINANCE SUB-COMMITTEE (Management Courses)

Ref. No.: SION/2018-19

Date:

A meeting of the Finance 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 Ashrkar, Vice President, STES	Member
5. Dr. A.V. Deshpande, Director, STES	Member
6. Dr. Devadas Golhar, Professor, SION	Representative Teaching Staff
7. Dr. Shubhangee Ramaswamy, Professor, SION	Representative Teaching Staff
8. Dr. Sanmath Shetye, Asst. Professor, SION	Representative Teaching Staff
9. Mr. G. G. Shinde, P.A. to Director, SION	Representative Non-Teaching Staff
10. Dr. Parag Kulkar, Director, SION	Director & Convener
11. Mr. G. K. Shihani, Director (Project), STE Society	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: Dr. (Mrs.) Sunanda M. Navale

2. 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 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.

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



Dr. Parag Kalkar
Director & Convener