



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		MES' PILLAI COLLEGE OF EDUCATION AND RESEARCH, NEW PANVEL
Name of the head of the Institution		Dr. Sally Enos
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02227481864
Mobile no.		9820374303
Registered Email		pcer773@mes.ac.in
Alternate Email		senos@mes.ac.in
Address		sector 8, KHANDA COLONY
City/Town		PANVEL
State/UT		Maharashtra
Pincode		410206

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Semi-urban</b>
Financial Status	<b>private</b>
Name of the IQAC co-ordinator/Director	<b>Dr. Bhavna Dave</b>
Phone no/Alternate Phone no.	<b>02227480289</b>
Mobile no.	<b>9869254774</b>
Registered Email	<b>bhavnadave@mes.ac.in</b>
Alternate Email	<b>bhavnadave14@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="https://pcerpanvel.ac.in/disclosures/iqac/aqar-2016-17/">https://pcerpanvel.ac.in/disclosures/iqac/aqar-2016-17/</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://pcerpanvel.ac.in/academics/academic-calendar/b-ed-academic-calendar/">https://pcerpanvel.ac.in/academics/academic-calendar/b-ed-academic-calendar/</a>

<b>5. Accrediation Details</b>					
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Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>A</b>	<b>3.31</b>	<b>2016</b>	<b>16-Sep-2016</b>	<b>15-Sep-2021</b>

<b>6. Date of Establishment of IQAC</b>	<b>20-Oct-2016</b>
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<b>7. Internal Quality Assurance System</b>		
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Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
<b>Seminar on Year of</b>	<b>09-Dec-2017</b>	<b>72</b>

Sustainable Tourism	1	
Seminar on Integrating Library System & Services for Quality Education	13-Apr-2018 1	80
Contest on Innovative teaching-Learning Practices in the Classroom	27-Feb-2018 1	600
Workshop on Digital Financial Literacy	08-Jul-2017 1	48
Bharat Initiative for Money(BHIM) app awareness programme	10-Jul-2017 6	120
Session on Be prepared Be Safe	28-Jul-2017 1	40
Session on Online Assessment	28-Jun-2017 1	59
Session on Learning Resources	19-Dec-2017 1	48
Session on Use of -D Printing	06-Dec-2017 1	50
Session on Gender Sensitization	12-Dec-2017 1	56
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2018 0	0
No Files Uploaded !!!				

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>

<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	Yes
If yes, mention the amount	60000
Year	2017

<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>
Community Engagement Initiatives
Technology use & and integration in teaching-learning
Encouraging Teachers for Professional Development
Placement Drive
innovations in Teaching Learning
No Files Uploaded !!!

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
Value Added Course	Certificate Course on Self Enhancement
Taking up a Placement Drive	Workshops for Preparation for Interviews, Resume writing and Communication Skills
Faculty Development Programme	Session on use of ICT in Education , Consumer Awareness
Enhancing Research activities	workshops on 'Tools & Techniques of Research', data analysis and Style of report writing and selection of problem
Innovative teaching learning activities	students created and used Ted-talks, and use of flipped classroom
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
Local Managing Committee	07-Apr-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	01-Feb-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The Management Information System is used to manage three heads Administration, Academics Finance. The entire admission process from Registration to confirmation is carried out online. The students are intimated through whatsapp and email regarding the updates with respect to their admission process. For Administration, fees, eligibility , enrollment and confirmation of admission is done online. An updated website disseminates information like CET exam dates for B.Ed. and M.Ed. admissions, circulars, etc. Our disclosures can also be viewed. Under Financial Management, the MIS is used for giving information of income and expenditure of the college. Under Academic Management the MIS is used to manage the distribution and allocation of educational resources and deliver better student experience. The LMS used for this are EDMODO and Google Classroom.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

A well balanced time table is prepared keeping in mind the various activities.

- Theory: The theory subjects for both B.Ed. & M.Ed. are delivered in the class by Teacher educators using various methods, techniques and models of teaching encouraging the use of ICT and Library resources. We conduct regular seminars, workshops and sessions which provide them a rich experience to promote higher level thinking. The planning of curricular delivery is documented in the Teacher's Log book in the form of Year-plans and weekly plans.
- Practice Teaching: The students are grouped for practice teaching, simulated lessons and

tutorials. This is done considering their potential, and requirements of the school. For internship in schools, they are trained in various micro skills for effective teaching. Our college provides exposure to schools of different boards, levels and medium. Opportunities are provided to student teachers to interact with differently abled learners through formal practice teaching, internship and community work. Documentation maintained by Teacher-Incharge: Letters of permission from Internship schools, Schedule, activities to be done during internship and records of marks. Documentation maintained by Students: Lesson plans - both rough and fair, feedback given by the teachers, Observation records of peer-lessons and shadow-teachers & daily activity sheets and reflective journals. • Community Service: Community-related initiatives are planned in such a manner that students are sensitized to the needs of the society and these activities include 'Shramdaan', teaching children from the poor socio-economic groups, visits to industries and organizations. The teachers maintain records of communication with the NGO's, ashrams, old age homes and children's homes with which the college is associated for community service. The students document these activities in a book in three stages- Planning, Implementation and Reflection. • Research: The schedule for carrying out action research for B.Ed. students & M.Ed Research project is prepared by the teacher-in-charge well in advance. The entire project is phased out in such a manner that the students are able to carry out the work systematically. Students are grouped under different teachers for seeking guidance. The teacher-in-charge maintains a record of the schedule, list of guidance groups, titles of research taken up by the students, the list of viva-voce and record of marks. The B.Ed. students submit a spiral-bound hard copy of the action research conducted and the M.Ed. students submit the dissertation. • Co-curricular activities: The committee members of various clubs and cells conduct Co-curricular activities throughout the year focussing on various areas as per the need of the course and the society. Nature club, Literary club, Global citizenship club, Well-being club, Women Development cell, Anti-ragging cell, etc. give a varied learning experiences to our students as per their interest. We have a huge playground which allows us to conduct indoor and outdoor games, Independence Day and Republic Day celebrations. All activities w.r.t. planning, organizing and executing are well -documented and recorded by the students in a separate book. The teachers also prepare reports on the various club activities which are then published in the newsletters.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	05/06/2017	0	Nil	Nil

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BEd	Nil	05/06/2017
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#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MEd	Education	01/07/2017

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

**1.3 – Curriculum Enrichment**

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Certificate course in Self Enhancement	15/12/2017	58
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Education	55
<a href="#">View File</a>		

**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Nil

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

Feedback Obtained
<p>• <b>Feedback from Students:</b> Students are encouraged to provide timely and valuable suggestions through the grievance redressal cell, student council and suggestion box with reference to curriculum from time to time. A feedback is collected with respect to curriculum as well as teacher effectiveness at the end of the academic year. • <b>Feedback from Alumni:</b> Information from alumni is sought during the alumni meet using questionnaire which helps us to understand the effectiveness of B.Ed./M.Ed. program and it also helps us to see the gap or vacuum that exists in the requirements of the school and the course. • <b>Feedback from Teachers:</b> A self-appraisal form is filled by each teacher annually. The Principal evaluates the forms with each teacher, motivating her/him to look at specific areas where improvement is needed. The Principal also follows a open door policy and thus immediate feedback is received from the teachers regarding their expectations and aspirations. • <b>Feedback from other stakeholders</b> like our practice teaching schools, their management, teachers and staff is also obtained w.r.t. practice teaching and internship in the written and oral format. • Both formal and informal feedback is collected in quantitative as well as qualitative form. The same is analyzed by the Principal and teachers of our college. The overall analysis is discussed in the staff meetings to brainstorm the lacunae and hurdles faced by students as well as teachers. Emerging solutions and suggestions are taken with the consensus of the staff and the necessary changes are carried out in the next academic year. Suggestions are conveyed to the relevant college and university committees.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
PhD or DPhil	Education	15	26	4
MEd	Education	50	5	1
BEd	Education	100	68	34

[View File](#)

### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	34	1	8	4	4

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
16	16	20	5	0	20

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

#### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

PCER strives to nurture the student's potential to its best through an enabling, positive and supportive environment. Student mentoring is a thoughtful endeavor at the institution. In the beginning of the year, Tutorial Groups are made where each teacher works closely with a group of students and mentors them throughout the year. Regular meetings are arranged formally with a place in the timetable. Difficulties faced by students in academics, practicum or personal are addressed during these meetings. There are also Practice Teaching Groups made with a group leader. The group leader is mentored closely by the teacher in-charge and further the group leader is able to mentor the group and connect the group problems etc. with the teacher in-charge. Active counseling is available for all students with a professional counsellor every week. The counselor and teachers are involved in constant constructive feedback and follow-up. The Principal is also updated about the progress of the students with the tutorial groups and counseling sessions. There is a Buddy system created between the class students and with the seniors. The seniors are introduced to the fresh year students and are made comfortable through various activities throughout the year. The seniors are thus easily approachable for guidance and mentoring. The senior students take sessions with students on various topics like demo lessons, facing school children, time management etc. The alumnus is also strongly connected and is available for mentoring all the students. They visit the campus to interact with the students and especially guide the senior for job related orientations. This kind of mentoring system enables students to smoothly participate and make the most of their year at college while enhancing their potential to the utmost.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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34	16	1:2
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## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	0	0	0	6

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	Dr. Pratima Pradhan	Assistant Professor	Recognition as Ph.D. guide in Education from University of Mumbai
2017	Dr. Geeta R. Thakur	Assistant Professor	Recognition as Ph.D. guide in Education from University of Mumbai
2018	Dr. Geeta R. Thakur	Assistant Professor	Distinguished Women Educator and Scholar Award by National Foundation for Entrepreneurship Development

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## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MEd	4E00732	04	12/05/2018	11/09/2018
BEd	4E00142	02	12/05/2018	20/09/2018
BEd	4E00144	04	12/05/2018	16/08/2018

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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The 2-year Choice based Credit system (CBCS) was introduced by University of Mumbai in the academic year 2017-2018. The curriculum comprises of theory and practicum component. The theory component has internal and external evaluation and follows the 4060 pattern. The Internal assessment for theory subjects (40 marks) as prescribed by the University comprises of assignment/task/ activity, one periodical test and one essay test. At the institutional level, the reforms

initiated by the college are meant to give additional practice- like writing two class tests and one prelim exam for theory papers based on the University pattern. Allowing the students to select the tasks and assignments as per their interest from the suggested activities given in the syllabus also ensures quality and better performance. As the course has undergone change, the practicum/ internal evaluation pattern is also modified. The project- based courses which includes participation in community work, co-curricular activities, internship activities, action research and developing of learning resources are carried on with strict adherence as per requirement of the University of Mumbai. The reforms initiated by the institution stress on incorporating values activity based teaching using different approaches during internship. All the activities conducted have well-defined learning outcomes to make the future teachers more technosavvy and student-friendly. The college has introduced peer-assessments, reflective practices after every task and activity and feedback mechanisms on practice teaching which enables CIE.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

As an affiliated college, the Mumbai University calendar is adhered to. In addition, an Academic Calendar is prepared by the college in the beginning of academic year with details of all the curricular and extracurricular activities to be conducted by the college. However due to the late admission process we were not able to follow the calendar dates as planned in June month of the academic year, but the activities are more or less taken up in the sequential planned order. The examination time table is prepared keeping the revised academic calendar in mind and students are notified well in advance. If the semester-end University examination gets postponed due to any pressing reasons, we include few more assessments for our students which are not part of the internals and hence may not be reflected in the academic calendar. These tests are kept entirely for the benefit of the students. There is also a provision for preparatory leave for examination in the calendar which may change depending on the semester-end University exam. But another activity may find its place instead which may not be reflected in the academic calendar. The time table is adhered to with utmost sincerity but at the same time offers lot of flexibility as per the need. Our internship time table is prepared keeping the school/college working in mind. Our calendar also makes provision for indoor and outdoor sports and all the club activities and this helps us to conduct the activities without much hassles. Hence, the academic calendar is heavily relied upon to plan the activities of examinations and other related matters.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://pcerpanvel.ac.in/disclosures/igac/b-ed-po-pso-co/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
4E00144	BEd	Education	24	24	100
4E00734	MEd	Education	4	4	100

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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://pcerpanvel.ac.in/disclosures/igac/student-satisfaction-survey/>

### CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	365	University of Mumbai	0.03	0
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#### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
National Seminar on Environmental Re-engineering: Series 8- The Year of Sustainable Tourism	B.Ed. M.Ed.	09/12/2017
Workshop on Digital Financial Literacy	B.Ed. M.Ed.	08/07/2017
Workshop on Managing Neck Back Pain	B.Ed. , M.Ed.	11/11/2017
Workshop on Consumer Guidance	B.Ed. M.Ed.	05/03/2018
National Seminar on Integrating Library System Services for Quality Education	B.Ed. M.Ed.	13/04/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	01/03/2018	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	05/06/2017
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#### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Ph.D. in Education	2

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	M.Ed.	1	5
International	M.Ed.	1	0.9
National	B.Ed.	1	6

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
B.Ed.	5
M.Ed.	4

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	2017	0	0	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	2017	0	0	0

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	13	11	19
Presented papers	2	11	0	1
Resource persons	0	5	4	18

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**3.4 – Extension Activities**

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Jumble Sale	Soroptomist International Bombay Chembur	2	55
Community Service- Teaching the slum children near Panvel Railway Station	Jeevan Jyothi Trust, Panvel	7	55
Cleanliness Drive	Kushtarog Niwaran Samiti at Shantivan, Panvel	5	30
Paper-bag distribution	Pillai College of Education Research, New Panvel	2	55
Celebration of Community Service Day by Mahatma Education Society	Balgram at Khanda Colony	4	10
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
UDAAN-Street Play on Zero Food Wastage	Consolation	Department of Lifelong Learning Extension, University of Mumbai	20
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Gender Issue	H.J. College of Education, Khar	Essay Competition on petition on Gender Equality: A Dream or Reality	1	3
Extension Work Project	Department of Lifelong Learning Extension, University of Mumbai	Career Awareness Project	2	55

Vigilance	Indian Oil Corporation Ltd. Mahatma Education Society	Elocution Competition on My Vision: Corruption Free India	1	2
Inclusion	Department of Special Education, SNDT University	Poster Competition on Seeing the Ability in Disability	1	6
UDAAN- The Flight of Extension	Department of Lifelong Learning Extension, University of Mumbai	Street Play- Zero Food Wastage	2	17
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### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Sessions on Tools Techniques of Evaluation	MSc. Nursing students	MGM College of Nursing	60
Certificate Course on First Aid	PCER- Panvel students	PCER-Panvel	60
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	2nd Semester	List Uploaded	29/01/2018	24/02/2018	31
Internship	4th Semester	List uploaded	13/12/2017	13/01/2018	24
Internship	3rd Semester Internship	List uploaded	03/07/2017	29/07/2017	24
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
MGM Institutes	09/10/2017	PURPOSE: To	64

University Department of Nursing		provide awareness interaction through talks, workshops promote activities in fields of mutual interests. ACTIVITY: Certificate Course in First Aid	
Soroptomist International Bombay Chembur	10/07/2017	PURPOSE: Engaging in affirmative action and networking in the areas of Women Empowerment, Environmental Sustainability and Promotion of International Goodwill, Understanding Friendship.	65
Practice Teaching Schools	05/06/2017	Purpose: 1. To promote and enhance mutual cooperation between both the institutes and to provide advice and expertise for enhancement of quality of education at the schools and PCERP.Activities: Practice teaching, organizing cultural activities etc	54

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### **CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

#### **4.1 – Physical Facilities**

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
850000	750000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing

Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
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#### 4.2 – Library as a Learning Resource

##### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Koha Open software	Partially	17.05.03.000	2008

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8184	75600	70	23846	8254	99446
Reference Books	5011	75500	9	3528	5020	79028
Journals	52	62080	2	3440	54	65520
<a href="#">View File</a>						

##### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Sally Enos, Dr. James T.A., Dr. Bhavna Dave, Dr. Geeta R. Thakur, Dr. Pratima Pradhan, Mrs. Geeta S. Thakur, Mrs. Bindu Tambe,	Communication Technologies in Education	SWAYAM- CEC	06/11/2017
<a href="#">View File</a>			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	75	2	1	4	2	1	3	120	0
Added	0	0	1	0	0	0	0	0	0
Total	75	2	2	4	2	1	3	120	0

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

120 MBPS/ GBPS
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#### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	<a href="#">Nil</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3	287392	1.25	846536

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Our institution maintains a library complacent with latest books, journals, magazines, newsletters, online resources and other reference materials. The library provides internet Wi-Fi facility for the staff and students facilitates the use of subscribed e-journals and e-books. A qualified librarian with her team looks after the shelving and maintenance of books as per the requirements. The library committee comprising of the Principal, librarians, faculty, and student representatives conducts regular meetings for up gradation availability of the resource materials. Accordingly, new resources are bought as per the requirement every year accession numbers are generated with barcode and their data is stored into the library management software. We use Library Oxygen Software to manage different library processes such as cataloguing, statistics, issue / return and attendance records. A list of teaching aids, books, instruments, maps etc. is shared with the students the same are made available to be issued. Our college has a well-equipped computer laboratory with internet facilities. A year-long schedule of the allotted timing slots is displayed in the laboratory shared with the students every year. Students are free to use the laboratory its facilities like printing, photocopying, scanning, recording of audio-video etc. for their projects, presentations and other scholastic purposes. We have a skilled and a full time lab-in-charge to look after the functioning of the computer lab, the entire AV system of the college and provide technical support to the teaching and the non-teaching staff when required. The annual maintenance contract for the regular repair, maintenance timely inspection of the laboratories along with website internet facilities is carried out by the IT dept. of MES. Our classrooms are equipped with Computer, LCD, Speakers, mike and Internet access which aid in curriculum transaction cater to all types of learners. Regular maintenance of the seating and lighting arrangement in the classrooms, upgrading of software other facilities is carried out under the guidance and supervision of the administrative head of the campus. For the maintenance and utilization of the other shared facilities like sports complex, swimming pool, science laboratories, gymnasium, canteen, multipurpose hall, a separate in-charge is appointed for each. To follow a proper protocol to utilize the common facilities, prior permission is sought from the Deputy Director of the campus and a copy of the approval is forwarded to the heads of the other institutions within the campus for uninterrupted use. Student representatives communicate/report any breakage or non-functioning aspects of the lift, water-coolers, biometrics, electrical equipments any other requirements to the concerned teacher-in charge. The grievance-redressal committee has its mechanism to report to the Local Managing Committee who monitors the fund utilization scrutinizes the proposals for various requirements based on the need as well as optimum utilization. A well drafted

policy for the use of library, laboratories technology is in place is displayed for the students and staff.

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counselling	06/11/2017	3	Ms. Yvette Lee, Counsellor- Mahatma Education Society
Remedial Coaching	01/11/2018	8	All Faculty Members
Soft Skills	14/02/2018	52	Trainer Mr. Gupteshwar Rao
Mindfulness meditation	14/06/2017	50	RamKrishna mission
Power Up with Yoga	21/06/2017	55	Om Pranayam Yoga Centre
No file uploaded.			

#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Cracking the Teacher Eligibility Test	2	3	2	2
No file uploaded.					

#### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

### 5.2 – Student Progression

#### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Empyrean High School-Kharghar, Vishwajyot High School-Kharghar, VI BGYOR-Kharghar	20	13	Dr. Pillai Global Academy, Mahatma International School, Mahatma School of Academics Sports, Pillai HOC College of Arts, Science and Commerce, St. Thomas Sr. Secondary, MNR High School	15	10
<a href="#">View File</a>					

#### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	5	B.Ed.	Education	List Uploaded	List uploaded
2018	2	M.Ed.	Education	List uploaded	List uploaded
<a href="#">View File</a>					

#### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
Any Other	6
<a href="#">View File</a>	

#### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Indoor Outdoor Sports	Institution	54
Competitions	Institution	54
Cultural Programmes	Institution	54
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Nil	National	0	0	0	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Every year the college organizes student council elections in a democratic manner which provides equal opportunities to the student teachers to be elected and shoulder responsibilities as council members. The student council comprises of the General Secretary, Cultural Sports in-charge, Discipline in-charge, Academic in-charge, and Extension in-charge members. They are assigned different duties and responsibilities to provide valuable assistance to the teacher in-charge for organizing the college activities smoothly. The student council conducts regular meetings with the faculty to discuss organize events, seminars, workshops, celebrate days, activities of the cells clubs, to deliberate on the suggestions given by the students w.r.t. examination, curricular aspects, participation in various inter-collegiate competitions, community engagement etc. They function as a liaison between the organizing committee, the Principal the students. The college has a suggestion box which holds the grievances and suggestions put forth by the student teachers for enhancing the quality of experience they have in the college. The members of the Grievance-redressal cell together with the General Secretary in the presence of the Principal attend to these grievances suggestions. All grievances are resolved as per its nature in a democratic manner. Students' suggestions are given due importance appropriate measures are incorporated. Other than the representation of the Student Council the college also has other student representatives in various cells and committees. The various cells, committees and clubs in which the students represent are College Development committee, IQAC, Library committee, Placement Committee, Extension committee, Cultural committee, Women Development cell, Anti-ragging cell, Grievance redressal cell, Prevention of Sexual harassment cell, Research cell, Nature club, Well-being club, Literary club Global-citizenship club. The students participate in the functioning of all aspects of the activities of the clubs, committees cells like- planning, organization, implementation evaluation. All these activities are done in groups wherein students learn leadership qualities, skill of negotiation and cooperation. The student council acts as an effective mediator between the student- teachers and the teachers. They complement the teacher's role in maintaining discipline and ensure the smooth functioning of various college activities. Enabling student teachers to perform effectively different roles as a teacher in the present society is at the core of the institution's mission. This is greatly achieved by the activities of the college which are conducted in a manner that it provides for strong student representation through the effective functioning of the student council enthusiastic participation of students.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The institution has a registered alumni association, Pillai Education Alumni Association. The association is registered with the Charity Commissioner's office, Alibaug, Raigad. The objectives of setting up the alumni association

was to: 1. promote and propagate education, conduct literacy classes, study classes, run library for schools and colleges. 2. offer educational help to current and alumni students of our college, financial help through scholarships 3. offer medical help to the poor and needy people, help them get medical facilities like ambulance services, etc. 4. celebrate all the national festivals by organizing the functions of national importance, create awareness about the historical places. Conduct cultural programmes to encourage students with potential. 5. be involved in social work, create awareness about civic opportunities, solve the problems faced by the members. 6. conduct career guidance workshops. In order to achieve these objectives, the alumni association came to be established. It consists of President, Secretary, Joint secretary, Treasurer, Joint treasurer and members. The roles and responsibilities of the Office bearers are as: 1. President: The President of the alumni association controls the activities of the association, to look after the daily functions of the association and to provide guidance for the same. Check the records of the various aspects of the association, to call for the annual general meeting of the association with at least 1/5 of the members present to discuss various aspects of the association. 2. Secretary: The Secretary of the association looks after the income and expenditure of the association, communicate between the association and members, maintain the records of the meetings and presents the annual report of the association. The Secretary role also includes dispensing petty cash for any emergency that may arise at the association. 3. Joint Secretary: The role of a joint secretary is to take care of the all the responsibilities of the Secretary in his/her absence and to work under their supervision. 4. Treasurer: The role of the treasurer includes taking care of all the financial aspects of the association as given by the Secretary of the association, to dispense off the expenses correctly and to check the balance remaining. To keep and maintain all books of records. To present the annual financial report to the Secretary to be presented at the alumni meeting. 5. Joint treasurer: The joint treasurer will take care of the all the responsibilities of the Treasurer in his/her absence and to work under their supervision. 6. Other members: To present at meetings and to be help with the working of the association. They participate actively in one or more committees of the association, attend, support and participate in programs, attend scheduled planning meetings, workshops or other special association activities. The association's financial records are audited by a qualified Public Accountant who is selected by the resolution passed at the alumni meetings with the consent of the members.

5.4.2 – No. of enrolled Alumni:

76

5.4.3 – Alumni contribution during the year (in Rupees) :

48000

5.4.4 – Meetings/activities organized by Alumni Association :

The alumni association conducts at least 2-3 meetings per year to decide on the various aspects of the smooth functioning of the association. These meetings are generally initiated by the Secretary and an agenda is prepared and invite sent to the office bearers and members. At these meeting, various aspects of the association like the funds and its utilization, various ways of connecting with the community are discussed and planning is done for the upcoming events. These meetings also discuss the various activities taken up the alumni in different areas. A yearly newsletter is also prepared to showcase the various activities done by the alumni.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

## 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

In almost all areas we work in a decentralized manner. Any program in our institution undergoes Plan-Share-Execute-Evaluate-Plan cycle for better transmission of content to the stakeholders. Before the commencement of new Academic Year, a staff meeting is called to discuss the various portfolios of the B.Ed. M.Ed. programme. Incharge teachers are selected and they are given the freedom, responsibility flexibility of planning the activities of the portfolios. The incharge teachers forms a committee to execute the portfolio. We ensure involvement of all teachers and student council in all activities, in some or the other phases. One of the practices of decentralization participative management are-Examination related practices: The teacher in charge with the committee decides on the dates for the various internal exams keeping in mind all the factors of timetable preparation Objectives and the pattern of the curriculum, the year wise term break up of dates given by University of Mumbai. As and when required, support and direction of the leadership is sought in finalizing the exam time tables, seating arrangements, supervision timetables, marksheet preparation feedback. Involvement of the staff in the examination planning execution has definitely helped in the decision making, analysis of problems and finding solutions. If required remedial teaching and re-exam is also scheduled. The teachers have also understood the importance of advance planning and sharing to avoid difficulties in implementation. The second practice is conducting workshops, talks seminars. The academic calendar is prepared before the onset of the academic year by the academic committee. The planning of seminars workshops is done keeping in mind the objectives of the institution. The teachers have the full freedom to arrange and invite expert talks on relevant topics. The convenor organizing committee takes a series of meetings to prepare, finalize the theme, brochure, certificates, selection of resource persons etc. The execution of the activity is done professionally involving all teachers student council members. The team work team spirit is clearly reflected in all these activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The institution follows the curriculum approved by Mumbai University. Our faculty members participate in the curriculum development through participation in various committees organized by the University for framing of syllabus regularly. Curricular practices are designed with the aim to achieve the vision and mission of the institution to fulfill the demands of the contemporary era. SWOT analysis helps to review the college activities to bring about reforms in the curriculum design. The college involves Stakeholder Feedback mechanisms to be

able to improvise in the curricular practices. If recommendations are received, the feedback is forwarded to the BOS for consideration.

Teaching and Learning

Innovative teaching learning strategies like: Co-operative learning, role-plays, games, flipped classroom, films, gallery walks, Kagans' learning chips, Reciprocal peer teaching etc. • Training in Reflective practices in the teaching learning process for all the students. • Training for ICT based teaching to students. • Multi-lingual approach to students needing help with language assistance. • Weekly log record is maintained by the teachers and the timetable is monitored viz-a-viz to achieve the planned work.

Examination and Evaluation

Students are supported to excel in their examination and practicum through various practices such as: Tutorial group guidance, Peer teaching, Revision sessions, Remedial teaching, Individual guidance, List of reference books, Study materials, Provision for using internet and e-learning materials, Simulated teaching practice, Collaboration with parents for counseling sessions and feedback, Question banks, Rubrics for evaluation, Guidance for presentation of answers as per the University exam pattern, sharing Evaluation criteria with students, Mock tests and prelims Peer and self-assessment.

Research and Development

Teachers take up Minor Research Projects sponsored by the University of Mumbai. Students are motivated to carry out action research for presentations during seminars. Faculty Research Forum established by MES clarifies doubts on research and enhances idea generation. We maintain a well-equipped Psychological laboratory with many standardized tests. Research paper reading, Workshops Research colloquium is a regular practice every year. Research material is made available in the college library Online subscriptions for various useful websites is done. Ph.D awardees are felicitated to motivate others too. PJERT is an ISSN peer reviewed journal of the institution.

Library, ICT and Physical Infrastructure / Instrumentation

Addition of latest books, journals and subscriptions of e-journals-NList,

research websites etc. is done regularly. Librarians have been trained for information sharing, reference sharing resource sharing with other libraries. Up-gradation of hardware and software, high speed Wi-Fi, CCTV for examination room entry points/exit points, camera, mike and speakers, LCD projector and mobile projector are maintained. Boys/girls common room, washrooms, canteen, elevators, classrooms, podium, lockers and conference room, water cooler, Sports ground, gymnasium, swimming pool, ramps, fire safety equipment, iron grills on all windows, corridor staircase openings and safety nets on the first floor are regularly maintained.

Human Resource Management

CAS details of eligible staff to University are forwarded to the University. • Deputing staff for various workshops and seminars • Teacher's day celebrations • Acknowledgement of staff achievements in meetings, magazine and on all inter-campus programmes of the management. • Yoga for faculty and support staff • Counseling session for faculty and support staff • Annual picnics • Sabbatical leaves are facilitated to be availed by the staff for professional development reasons

Industry Interaction / Collaboration

There is a Memorandum of Understanding signed with organizations for collaboration to enhance the academic programmes by mutually beneficial interactions like guest lectures, staff exchange, student exchange, joint research activities, sharing publications, participation in seminar, conferences etc. Placement tie-ups with good schools in the neighborhood are done. School visits, Expert talks and workshops help students to understand working of different boards. Students are encouraged for participation in inter-collegiate festivals and competitions. Collaborations were done for social cause with Soroptomist International, Shantivan, Balgram and Manav Vikas Trust, Karuneshwar Old age home Special school for Hearing and Speech Disabled Children.

Admission of Students

Advertisement is done through local newspapers, institutional website,



social media, banners displayed at various locations and word of mouth by alumni students and teachers, practice teaching schools and enquiry at the sister-concerns. College students untrained teachers of schools are given B.Ed career guidance. CET Orientation and Preparatory Course, assistance for filling online CET forms admission forms counseling for admission to prospective students is given. The students qualify through the Common Entrance Test conducted by the Government and are admitted to the institution as per the criteria by the NCTE and Government of Maharashtra.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Examination	<p>For appearing at the semester-end examination students fill in the forms available at the University website: <a href="http://mum.digitaluniversity.ac.in">mum.digitaluniversity.ac.in</a> after which the college office sends the inward of the students. The circulars, timetables, hall-tickets, and consolidated result sheets are all obtained from the University website by the office staff and provided to the students. For conducting the University exam as a centre, the college has a separate room, a desktop with internet facility, webcam, CCTV camera a photocopier machine. The internal scores of the students are organized and saved on the exam computer and entered when the University link opens. However there is no e-governance at the college level.</p>
Planning and Development	<p>The academic calendar is uploaded as soon as the college reopens enabling a planned and organised execution of activities. As far as possible the calendar is adhered to. The College website is regularly updated for upcoming events. Latest updates of college events are also posted on Social networking sites for all the stake holders.</p>
Administration	<p>Computerized maintenance of Student Data, General Administration, Admissions, Fees, etc. is done by the office staff. Government scholarship and Caste validity is done through Government of Maharashtra portal. Most of our material resources are made available through centralized system</p>

	and hence the management takes care of the requirements if any. Judicious use, reuse and sharing of materials are the mantras followed for effective use of material resources.
Finance and Accounts	The Administrative Office of the campus maintains the Accounts properly using a software. E-statements and regular updates of daily transactions are received from the bank via mobile services with respect to fund transaction. The internal audit is carried out wherein all vouchers are thoroughly checked and tallied with cash and bank entry. Apart from this a report of receipts and payments is also done via e-mail in a given format to the management.
Student Admission and Support	After the MH-CET, admission related information can be viewed through the website mahacet.org and the merit list of the students is displayed by the office. We have a centralized student relationship management (SRM) functioning from our Chembur campus for admissions to various degree programs and placements within the group of institutions-(Website admissions@mes.ac.in) E based system is available for Admission Requirements, Eligibility, Prospectus M.E.S. Online Enquiry Form. After taking admission to the college, students have to enroll themselves by filling in their details in the University website.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Ms. Bhagyashree Mhatre	National Conference on Library Management Information Technology for 21st Century Libraries	Navinchandra Mehta Institute of Technology Development, Dadar	500
2018	Dr. Bhavna Dave	Workshop on Revised Assessment Accreditation Process by NAAC	PCACS, New Panvel	500

2018	Mrs. Namrata Saxena	Certified Level Up Village Global Educator Training	STEAM Education Programme by Level Up Village, USA	500
2017	Dr. Geeta R. Thakur	Training Session of Google Classroom Moodle in State Level workshop	Pillai College of Arts, Commerce Science, New Panvel	500
2018	Dr. Latha Venkatramana	One day Inter disciplinary International Conference on Beyond Boundaries: Gandhian Vision in the Age of Globalization	Mahatma Gandhi International Hindi University Peace Studies Mahatma Gandhi Fuji Guruji Social Work Centre New Arts, commerce Science College, Wardha	500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Training Program in Digital Tools Presentation Skills	NIL	05/06/2017	06/06/2017	4	0
2018	How to Manage Money be a Smart Investor	How to Manage Money be a Smart Investor	05/03/2018	05/03/2018	12	15
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Completed	1	15/05/2017	04/06/2017	21

Refresher course in teacher education from HRDC Sardar Patel University, Gujarat				
Attended and successfully completed the 98th Orientation programme conducted by HRDC, University of Hyderabad	1	17/05/2017	13/06/2017	28
Successfully completed an AICTE approved Faculty Development Programme (FDP 201x) on Pedagogy for Online and Blended Teaching-Learning Process conducted by Indian Institute of Technology Bombay under the aegis of PanditMadan Mohan Malaviya National M	3	14/09/2017	12/10/2017	29
Successfully completed an AICTE approved Faculty Development Programme (FDP 101x) on Foundation Program in ICT for Education conducted by Indian Institute of Technology Bombay under the aegis of PanditMadan Mohan Malaviya	3	03/08/2017	07/09/2017	35

National  
Mission for  
Teacher

[View File](#)

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
16	16	8	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provident fund, financial security with yearly increments, as well as Mahatma Cooperative Credit Society provides loans for its members for housing, medical and purchase of vehicles etc.	Provident fund, financial security with yearly increments, Mahatma Cooperative Credit Society provides loans for its members for housing, medical and purchase of vehicles etc.	Payment of fees in instalments, Free workshops on maintaining well-being

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The accounts are audited regularly through internal and external audit. The Annual audit is conducted by the statutory auditor appointed by the Management at the end of the financial year. The internal audit is done every fortnight wherein all vouchers are thoroughly checked and tallied with cash and bank entry. This in turn is duly reported to the management. Apart from this a daily report of receipts and payments are also done via e-mail in a given format to the management.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Voluntary	6150	Community Service Day Programme
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6.4.3 – Total corpus fund generated

3751864

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	Yes	Mahatma Education Society
Administrative	No	Null	Yes	Mahatma Education

## 6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- Participation in IQAC committee meetings - Participation and support in organizing cultural programmes - Support in the Community Service Initiatives of the college

## 6.5.3 – Development programmes for support staff (at least three)

- Workshop on Digital Financial Literacy • Session on Managing neck back pain • Yoga Sessions • Session on Mindfulness-Meditation

## 6.5.4 – Post Accreditation initiative(s) (mention at least three)

- Community Engagement Initiatives • Training for technology use integration in Teaching-learning • Value added Certificate Course on Self-Enhancement • Enhancing Research Activities • Placement Drive

## 6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

## 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Session on Gender Sensitization	14/10/2017	12/12/2017	12/12/2017	56
2018	Seminar on Integrating Library System Services for Quality Education	14/10/2017	13/04/2018	13/04/2018	80
2017	Seminar on Environmental Re-engineering- Year of Sustainable Tourism	03/06/2017	09/12/2017	09/12/2017	72
2017	Contest on Innovative Teaching-Learning Practices in the Classroom	03/06/2017	27/02/2018	27/02/2018	600
2017	Literacy Drive- Educate to Empower	03/06/2017	25/10/2017	23/12/2017	40

2017	Encouraging Training Sessions in Technology Use professional Development	14/10/2018	03/08/2017	12/10/2017	3
2017	Enhancing Research Cell activities	03/06/2017	18/11/2017	22/04/2018	15
2017	Value-added Certificate Course on Self-Enhancement	03/06/2017	02/01/2018	14/04/2018	55
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Session on Gender Sensitization	12/12/2017	12/12/2017	54	1

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>The institution building has been designed in such a way that it gets good daylight. All classrooms are well ventilated and therefore have good indoor air quality. This ensures minimal electricity use. Energy saving is additionally ensured by students and staff by switching off the lights and fans when not in use. Besides, energy providing facilities and water facilities in the building are efficiently maintained. Disposal of paper waste and e-waste is managed appropriately by sending them for recycling. Seminars on Environmental Re-engineering keep the staff students sensitized towards energy water conservation.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Rest Rooms	Yes	3
Scribes for examination	Yes	1
Provision for lift	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	2	2	25/10/2017	90	Educate to Empower	Catering to the educational needs of the Slum Children	40
2017	1	1	12/06/2017	365	No to Plastic Bags	Supplying paper bags to local vendors	55
2018	1	1	22/10/2018	06	Jumble Sale	Provision of necessities at minimum rates to the Needy	60
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Teachers Handbook	05/06/2017	<p><b>PURPOSE:</b> The Teachers' Handbook helps the new teachers to know their responsibilities towards the authorities, colleagues, students non-teaching staff, general rules, regulations professional ethics.</p> <p><b>PUBLICITY:</b> The newly appointed staff member is informed about the Teachers' handbook kept in the library at the time of recruitment. The handbook is also made easily accessible in the library for teachers to read through.</p> <p><b>FOLLOW-UP:</b> Vigilance is maintained and in case of deviation one-to-one interaction with the concerned teacher is done by the in-</p>



charge teacher or the Principal. The institution retains the right to modify the Handbook if needed.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Childrens Day	14/11/2017	14/11/2017	58
Celebration of Students Day	15/10/2017	15/10/2017	62
Celebration of Human Rights Day	10/12/2017	10/12/2017	57
Celebration of World Kindness Day	13/11/2017	13/11/2017	60
Celebration of National Education Day	11/11/2017	11/11/2017	54
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Compostable waste is added to baskets in the college to prepare compost. Mature compost obtained is then given to the gardeners for utilization as manure for enhancing plant growth.

Maintenance of taps in the washrooms and water purifiers is done on a regular basis and proper use of water is ensured.

Students are involved in green activities like growing of micro greens, tree plantation and post-plantation drives, celebration of special environment related days to sensitize everyone.

Environmental Consciousness is our best practice and we always strive to make our campus eco-friendly. The college has a Nature Club to carry out and monitor environment related activities. The 5R policy - Refuse, Reduce, Repair, Reuse and Recycle is followed.

One side printed papers are used for printing.

Adequate dust bins are placed all over the campus for maintaining healthy environment.

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

**BEST PRACTICE-1: ENVIRONMENT CONSCIOUSNESS** The context that required initiation of the practice: At Pillai College of Education and Research, New Panvel, it has been our constant endeavour to practice as well as inculcate the values and practices that are eco-friendly. Our institution being a teacher education college gives us the scope to change the attitude of our students who in the future as teachers will be able to multiply the message of environment consciousness. Objectives of the practice: • To understand the various aspects of the environment that are important for our survival • To integrate the values of environment consciousness in our daily activities and teaching • To promote environmental consciousness to the students and community The Practice: Environment consciousness can be developed through Environmental Re-engineering- a concept in which our thoughts and actions are aligned for creating a

conducive environment. Our institution has been organizing a national-level seminar since the last 8 years based on the United Nations declared theme for environment. Through these seminars, we have inculcated practices like solid waste management, micro green cultivation, water resource management, energy conservation, appreciation of the environmental resources like forest, soil, water, alternate forms of energy and the importance of our role as eco-friendly tourists. Our everyday activities include environment- friendly practices like avoiding use of plastics, mineral water bottles, tissue papers, excessive use of paper, etc. We use reusable materials, make use of eco-friendly materials like jute bags, chocolate bouquets and potted plants to offer our resource persons and as far as possible air-conditioned auditoriums are avoided. We have an active, "Nature Club" with activities like kitchen waste management, cultivation of micro greens, best out of waste, creating awareness in the community through street plays, rallies and talks. Various environment-related days like World Sparrow Day (March 20), World Water Day (March 22), are also celebrated. Statistics are presented and discussions ensued on the various issues which are aimed at creating awareness among students. An interesting aspect of our best practice is the "Paper bag making programme". As a part of this community outreach practice, students are encouraged to make paper bags using old newspapers. They are shown how to make the paper bags using a simple technique and each student would make at least 50-70 paper bags of various sizes. These bags are then distributed to the local vegetable vendors. The vendors promise to use the bags as per the size and quantity of items. It provides an enriching experience for the students and teachers as an especially useful, environmental-friendly item emerge out of recyclable material.

Obstacles faced, if any, and strategies adopted to overcome them: Even though these efforts are going on well now, we had our share of obstacles in the beginning. Since B.Ed. and M.Ed., was initially a one-year course, it became more of teacher's responsibility to maintain the continuity. Our initial efforts at solid waste management efforts hit a road-block due to unseasonal rains and flooding of the compost pit. Our next effort at waste management was composting in a basket which could be accommodated inside our classrooms. The idea of micro greens to be accepted by the students took some time and effort but were later appreciated by all. Paper bag making is a leisure time activity of students and with the increase in their study-load, the output of each student decreases. However, shift of B.Ed. and M.Ed. from one year to a two-year programme has helped us churn the paper bags continuously. Impact of the practice: Environment consciousness which started as an effort is now a part of our daily life. The impact of our efforts can be seen in the attitude change among our students and teachers. Our student teachers become messengers for spreading environmental concerns and help in further multiplying the message of environment preservation, and conservation among their students. The participants of our seminar series take back the ideas and implement it in their own colleges which motivates us to further strengthen our efforts. The positive feedback we get from our participants and our eminent guests also is a source of inspiration for us to continue with our environmental endeavours.

Resources required: The resources required for these efforts are provided by the college. The yearly seminars series on Environment is an activity looked forward to by us as well as others who attend these. All the financial and infrastructural backups, if required, are provided by the institution. We believe that any activity leads to success with 100 attitude and actions. BEST PRACTICE-2: COMMUNITY INTERFACE The context that required initiation of the practice: As members of the community, we must be sensitive towards the needs of others and help them grow in the society. At Pillai College of Education and Research, New Panvel, we have always kept the community and its needs in mind. We sensitize our students and create awareness regarding the needs of the society. We try to create compassion, empathy among teachers to help reduce social inequalities. Objectives of the practice: • To sensitize future teachers

to the needs of the community. • To create humane, compassionate individuals who will carry forward the message of being useful to the community in its upliftment. • To inculcate among our students' values like other-centeredness, humility, love and respect for all fellow human beings. • To enact the various activities that will start the process of community -centered behaviour among our students. The Practice: PCER-Panvel is involved in community service activities and in creating an interface to find common boundaries that can be useful to the society. One of the activities we are involved in is teaching. This year along with Jeevan Jyothi Trust, Panvel our community work was with 40 children from economically weaker sections residing around Mall Takka area. It is located close to Panvel railway station and NMMT bus depot. We catered to their educational needs around 25-30 of these children were school going while remaining were not. Clearing concepts, revision work, taking English class and covering topics from their scholarship exams were the focus for school children. While for the other, alphabets, numbers, coloring, body parts, days of the week occupied most of their activities. Apart from speaking, writing skills, action songs and making simple origami articles from old newspapers were also taught. We spend nearly two hours daily, Monday to Friday planning and implementing various activities. Every year Mahatma Education Society celebrates Community Day with the members of the NGO we work. On this day, the members are provided with an opportunity to come together and have a day filled with games and activities. Lunch, games, and music become the main agenda of the day. The whole day activity is organized by student volunteers preplanning of games and prizes are done. These activities create a sense of responsibility, awareness and satisfaction among our student teachers. They realize how little it takes to keep a group of children from weaker section of the society happy. Paper bag making is another community project which we undertake at our institution. Apart from being a community initiative, it is also an Environment conscious activity. We believe that if we live in the community and work in the community, then we must give back to the community. Obstacles faced, if any, and strategies adopted to overcome them: With our education initiative mentioned earlier, most of the children are first generation formal school going children. The importance of education has not found a place in the lives of this generation. Most of the students are very receptive and prompt with their work but some must be coaxed out of their homes and brought to the centre to study. Once at the centres, they are keen learners. Many of these children are here on a temporary basis, i.e. they will go back to their hometowns after 6-8 months. Hence, when we approached the parents about admitting them to school, they were very reluctant. Impact of the practice: The impact of the community work initiatives undertaken by our college is seen when our students come back to tell the eye-opening experience they had. Most of them have never been exposed to situations where they deal with people from poor socio-economic background. A lot of these students continue to be involved in the community activity either through the school or the alumni of our college. They visit old age homes and orphanages during festival times and spend time with them. It is always a joy to see the smiles on the faces we connect with in the community. Resources required: The resources required for these efforts are provided by the college. Most of our community centered activities do not require any outside resources other than time and effort on our part. For the paper bag making activity students and staff and the college provide old newspapers and magazines. The community day activity is conducted under the umbrella of Mahatma Education Society. As always, we believe it is our attitude towards things that can work as wonderful resources.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://pcerpanvel.ac.in/disclosures/igac/best-practices/>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Institutional Distinctiveness Service Oriented Moral Leadership Our college distinctiveness is the 'Service Oriented Moral leadership' and ensures transmission of values in creating professionally responsible and humane teachers. According to John Ruskin "We do not educate a man by telling him what he knows not but by making him what he was not" likewise our college primarily focuses on the development of the moral capabilities of the student teachers along with academics. Moral leadership is inculcated among the students by sharing the core values and constantly relating our words and actions to the ethos, vision and mission of the institution and the profession. Moral leadership imbibed in the course duration enables the student teachers to face societal pressures and contribute to the society as productive teachers. According to the cognitive-developmental perspective, an individual's cognitive moral capability represents the degree to which an individual can employ sophisticated cognitive moral structures in his or her moral decision making process (Kohlberg, 1958). In order to develop the moral capability, there is a need for unity of purpose, unity of vision, unity of thought and unity of action. Through various orientation programmes, guidance and teaching-learning sessions the purpose of the B.Ed program and its larger purpose in relation to the society in sync with the vision and mission of our institution is integrated. When the purpose is same, it creates a unity of vision i.e. the outlook towards the profession and their role in the society also becomes clearer. The cognitive moral capabilities are developed and imbibed with a focus on disciplining of the mind and building values like integrity, impartiality and ethical behavior in the classroom and in their conduct with others. The unity of action sets in with the motto 'do what you love and love what you do' exhibiting team spirit, coordination, responsibilities, attitudes, honesty, fairness, integrity, diligence, loyalty and commitment to the work taken up. The strength of our institution is our faculty and the humaneness in our words and actions. We play multifaceted roles as facilitator of learning, mobilize and manage resources, as researcher, mentor and counselor to the students. The secret of our success in various endeavors lies in our thrust on the effective and efficient networking between the Students, Staff, Principal and Management and we strongly believe that, it is not how much we do but how much love and passion we put in what we do. The quality of education depends on the quality of teachers! Activities to inculcate Service Oriented Moral Leadership: • Morning Assembly • Through theory teaching-learning activities • Practice Teaching • The activities of the Student Council • Activities of the Cells - Women Development Cell - Anti-Ragging Cell - Grievance Redressal Cell - Research Cell - Placement Cell • Activities of the Clubs - Nature Club - Wellbeing Club - Global Citizenship Club - Literary Club • Community service programmes • Workshops Seminars • Self Enhancement course • Collegiate Intercollegiate competitions • Participation in Extension Work projects

Provide the weblink of the institution

<https://pcerpanvel.ac.in/disclosures/igac/institutional-distinctiveness/>

### 8.Future Plans of Actions for Next Academic Year

• More Use of ICT in Education • Organizing Educational Visits • Strengthening Institutional Linkages • Encouraging Student Council to be active in organizing Extra-curricular activities • Acceleration of Alumni Participation • MoU to be signed with NGOs and Industries