



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		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

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

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

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	3.31	2016	16-Sep-2016	15-Sep-2021

6. Date of Establishment of IQAC	20-Oct-2016
---	-------------

7. Internal Quality Assurance System

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
Quiz on 'Women who made	08-Mar-2019	60

India Proud'	1	
Learning Resource Exhibition	03-Jan-2019 5	98
Sessions on Yoga & Brain Gym	21-Jun-2019 6	75
Workshop on Integrating Technology in Education	09-Mar-2019 2	65
Session on Financial Planning	25-Aug-2018 1	82
Workshop on Models of Teaching	17-Jun-2019 4	76
Symposium on Education in Universal Human Values	27-Apr-2019 1	40
Workshop on Education in Universal Human Values	25-Apr-2019 2	60
Seminar on Clean & Green Planet	01-Dec-2018 1	125
View File		

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	2019 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	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	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	

Faculty and Student participation in Research

Strengthening alumni participation in contribution of funds for donating to the needy, conducting talks, sessions etc.

Capability Enhancement Programmes like Yoga, Meditation, Brain Gym, Personal counselling etc.

Enhancing Integration of ICT in Education

Additional Extra-Curricular activities

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
Importance to Value Education	Four teacher-educators successfully completed a FDP in Education in Universal Human Values(EUHV), Principal Dr. Enos attended the three day workshop on EUHV , conducted a two-days basic workshop for students and symposium for teachers on EUHV.
Encourage research	Two students of the Ph.D. centre were awarded doctoral degrees, teachers conducted minor researches and published research papers in ISSN journals
Acceleration of Alumni Participation	Alumni gave monetary contributions to pay fees of orphanage children of Immanuel Mercy Home, Channelized relief materials for the flood victims of Kerala, talks and sessions were conducted by Alumni,
Additional Extra-Curricular Activities	Student involvement was enhanced by organizing Mismatch day, Hairstyle day, Garba dandiya, Potluck, Quiz, Debate, Treasure Hunt, Marathi Bhasha Divas, Gandhi Jayanti celebrations etc.
Institutional Linkage	Memorandum of Understanding signed with K.M.E. Society's Momin College and Bahai Academy, Panchagani
Organizing Educational field Visits	Visit to Homi Bhabha Centre for Science Education on Science day, Visit to Muenzer Bharat Ltd.
More Use of ICT in Education	The Principal and two faculty members completed the AICTE approved FDP-MHRD-

GoI-PMMMNTT on Mentoring Educators in Educational Technology and one faculty member undertook the "TRain the Trainers' workshop on Flipped Learning'

No Files Uploaded !!!

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Local Managing Committee	10-Jun-2019

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

2020

Date of Submission

09-Mar-2020

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. 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 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 prepare reports on the various club activities which are then published in the newsletters and the annual college magazine.

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	Nil	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
Nil	NIL	Nil
No file uploaded.		

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
Nil	0	Nil

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	17/12/2018	76
View File		

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	76
MEd	Education	7
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

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

Feedback Obtained
<ul style="list-style-type: none"> • Feedback from Students: 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. • Feedback from Alumni: 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. • Feedback from Teachers: 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. • Feedback from other stakeholders 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.

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
BEd	Education	100	110	80
MEd	Education	50	10	7

[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
2018	80	7	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	10

[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
87	16	1:5

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	15	1	1	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
2018	NIL	Assistant Professor	NIL
No file uploaded.			

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
BEd	4E00142	02	13/05/2019	26/08/2019
BEd	4E00144	04	13/05/2019	03/08/2019
MEd	4E00732	02	10/05/2019	23/08/2019
View File				

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

The B.Ed. M.Ed. curriculum comprises of theory and practicum component. The theory component has internal and external evaluation and follows the 4060 pattern. The Internal assessment for B.Ed. 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. 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
4E00732	MEd	Education	7	7	100
4E00144	BEd	Education	31	31	100
4E00142	BEd	Education	76	76	100

[View File](#)

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	0.3	0.12
View File				

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 9- Clean Green Planet	B.Ed. M.Ed.	01/12/2018
Educational Visit to Muenzer Bharat Pvt. Ltd. Nerul	B.Ed. M.Ed.	14/03/2019
Presentations of Learning Resources	B.Ed.	03/01/2019

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	Nil	NIL
No file uploaded.				

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	Nil
No file uploaded.					

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	3

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)
National	NIL	0	0
No file uploaded.			

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. M.Ed.	12
View File	

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	2018	0	NIL	0
No file uploaded.						

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	2018	0	0	NIL
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Resource persons	1	4	3	11
Presented papers	2	1	0	0
Attended/Seminars/Workshops	2	13	12	7
View File				

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
Community Service	Jeevan Jyotihi Trust, Panvel	5	76
Paper-bag distribution	Pillai College of Education Research, New Panvel	2	76
Celebration of Community Service Day by Mahatma Education Society	Immanuel Mercy Home	16	10
Jumble Sale	Soroptomist International Bombay Chembur	2	20

Cleanliness Drive	Kushtarog Nivaran Samiti, Shantivan, Nere, Panvel	5	76
No file uploaded.			

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
NIL	NIL	NIL	0
No file uploaded.			

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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
UDAAn-The Flight of Extension	Department of Lifelong Learning and Education, University of Mumbai	Street-play on Beti Bachao, Beti Padhao	2	20
International Womens Day Celebration	Soroptimist International Bombay Chembur	Felicitation of Ms. Jyoti Mhapsekar	2	25
Life of Gandhi	PCER-Panvel	Dramatization	5	76
World Aids Day	PCER-Panvel	Awareness	5	76
Women Who Make India Proud	PCER-Panvel	Quiz Competition	3	34
The Act of Survival	AnSs	Self defence activities	2	85
No file uploaded.				

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
As Subject Expert for Recruitment of Primary School Teachers	Primary School Teachers	St. Thomas English Medium School, Akurli	1
Sessions on Learner Dynamics	Assistant Professors from Degree colleges	UGC-HRDC, University of Mumbai	4
Workshop on Emotional Intelligence	Degree College Students	G.M. Momin Womens College of Education, Mumbai	1

Teacher Training Programme on Effective Planning Teaching	Primary & Secondary School Teachers	Mahatma International School, New Panvel	7
Co-mentoring on Education in Universal Human Values	Students and Teachers	Bahai Academy, Panchgani	3
Teaching Learning Methodologies	50 teachers of Engineering faculty	Shivajirao Jondhale College of Engineering, Aasangaon	6
No file uploaded.			

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	3rd Semester	List Uploaded	02/07/2018	26/09/2018	31
Internship	4th Semester	List uploaded	17/12/2018	24/01/2019	31
Internship	2nd Semester	List uploaded	14/01/2019	15/02/2019	76
View File					

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
K.M.E.Societys G.M. Momin Womens College	01/12/2018	Purpose: To provide advice expertise for enhancing the quality of Education promote activities in fields of mutual interests. Activity: Faculty Exchange for conducting workshops training sessions.	110
BahaI Academy, Panchgani	27/04/2019	Purpose: To promote activities projects based on Universal Human	125

		Values, Activity: Working as co-mentors to train students and staff	
Vishwajyot High School	18/06/2018	Purpose: 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, com	4
Muenzer Bharat Pvt. Ltd.	01/12/2018	Purpose: To stimulate and facilitate the development of collaborative and mutually beneficial programmes which serve to enhance community well-being by reducing environmental pollution and other sustainable programmes. ACTIVITIES: Educational visits	70
No file uploaded.			

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
0	0

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
View File	

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	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8254	99446	47	4548	8301	103994
Reference Books	5020	79028	8	3500	5028	82528

[View File](#)

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, Dr. Bhavna Dave, Dr. Geeta R. Thakur, Dr. Pratima Pradhan, Mrs. Geeta S. Thakur, Mrs. Bindu Tambe	Communication Technologies in Education	Swayam-CEC	06/08/2018

[View File](#)

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

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
MES Virtual Studio	NIL

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
5	403966	1.25	880118

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
Financial Support from institution	Fee Waiver	2	80000
Financial Support from Other Sources			
a) National	NIL	0	0
b) International	NIL	0	0
View File			

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 implementation	Number of students enrolled	Agencies involved
Yoga	16/06/2018	85	Om Pranayaam Yoga Centre
Brain Games	04/12/2018	85	PCER-Panvel
Remedial coaching	17/12/2018	12	All faculty members
Personal Counselling	05/09/2018	6	Ms. Yvette Lee, Counsellor, Mahatma Education Society
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
2019	Cracking the Teacher Eligibility Test	2	3	3	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, Vishwajyot High School, Vibgyor School, Kharghar	25	10	Dr. Pillai Global Academy, Mahatma School of Academics Sports, Mahatma International School, Pillai HOCL School, MNR School Of Excellence, CKT Junior College Presentation Convent School, CJMHS, New Hori	48	42
View File					

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
2019	3	B.Ed	Education	List uploaded	M.Ed.
2018	3	M.Ed.	Education	List uploaded	Ph.D.
View File					

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
SET	1
Any Other	1
View File	

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

Activity	Level	Number of Participants
Garba Dandiya	Institution	85
Mismatch day	Institution	70
Potluck	Institution	76

Traditional day	Institution	62
Treasure Hunt	Institution	80
Indoor games	Institution	76
View File		

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
2018	NIL	National	Nil	Nil	Nil	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:

30

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

23502

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
Planning and Development	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 like Twitter, instagram and facebook for all the stake holders.
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.
Administration	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 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.

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.

Examination

For appearing at the semester-end examination students fill in the forms available at the University website: mum.digitaluniversity.ac.in 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.

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
2019	Mr. Gyanendrapratap Singh	Equipping Schools to be Future Ready - Inculcating Computational Thinking and	Cambridge University Press in association with the Association for	500

		Problem-Solving Skills in Students	Computing Machinery (ACM)	
2018	Mr. Gyanendrapratap Singh	Seminar based on 'Preparing for changes in the Maths Curriculum' Deconstructing Critical Thinking in the Extended Essay	Bombay International School, Mumbai	500
2019	Mrs. Namrata Saxena	Workshop on "Music? Yes By All Means!"	Centre for Education Innovation and Action Research [CEIAR], Tata Institute of Social Sciences, Mumbai	500
2019	Mrs. Namrata Saxena	National Level Seminar-cum-Workshop on Academic Writing -Enhancing educator competencies	Smt. KapilaKhandvala College of Education, Mumbai	500
2018	Dr. Latha venkatramana	16th International Commerce and Management 2 day Conference on "Global Economy, Insolvency and Bankruptcy Code"	University Department of Commerce, Mumbai University	500
No file uploaded.				

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)
2018	Financial Planning for a Better Secure	Financial Planning for a Better Secure	25/08/2018	25/08/2018	16	8

	Future	Future				
2019	Integrated Technology in Education	Technology-related skills	09/03/2019	09/03/2019	16	6
No file uploaded.						

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
Successfully completed Faculty Development Programme on "Education in Universal Human Values" at Baha'i Academy, Panchgani organized by UGC Human Resource Development Centre, Savitribai Phule Pune University (under the aegis of PMMNM for teachers	4	17/12/2018	23/12/2018	07
Refresher Course from UGC HRDC, Savitribai Phule Pune University, Pune	1	10/07/2018	30/07/2018	21
Successfully completed an AICTE approved Faculty Development Programme (FDP 301x) on Mentoring Educators in Educational Technology conducted by Indian Institute of Technology	3	17/05/2018	05/07/2018	50

Bombay under the aegis of PMMMMM for Teachers				
Attended and successfully completed the Special Refresher course for Teacher Educators at UGC-HRDC, S.P. University, Anand, Gujarat	1	10/09/2018	30/09/2018	21

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provident fund, financial security with yearly increments, Mahatma Credit Society provides loans for its members for housing, medical and purchase of vehicles etc.	Provident fund, financial security with yearly increments, Mahatma Credit Society provides loans for its members for housing, medical and purchase of vehicles etc.	Instalment facility for payment of fees, fee-waiver schemes for students continuing higher education in the institution, arrangement of scholarships from trusts, helping students to avail educational loans.

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 auditors. 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. 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 the 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	7170	Community Service Programme
No file uploaded.		

6.4.3 – Total corpus fund generated

3606304

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	NIL	Yes	Mahatma Education Society
Administrative	No	NIL	Yes	Mahatma Education Society

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

NIL

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

Sessions on Yoga, Communication Grooming sessions, Financial Planning for a Better Future

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

Acceleration of Community Engagement, Encouraging alumni participation, Linkages with other institutions and signing MOU

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
2018	Seminar on Clean Green Planet	01/09/2018	01/12/2018	01/12/2018	125
2019	Workshop on Education in Universal Human Values	05/01/2019	25/04/2019	26/04/2019	60
2019	Symposium on Education in Universal Human Values	05/01/2019	27/04/2019	27/04/2019	40
2019	Educational field visit to Muenzer Bharat Pvt.Ltd.	05/01/2019	14/03/2019	14/03/2019	80

2019	Workshop on Integrating Technology in Education	05/01/2019	09/04/2019	11/04/2019	76
2019	Educational Field visit to Homi Bhabha Centre of Science Education	05/01/2019	28/02/2019	28/02/2019	80
No file uploaded.					

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
Cooperative Strategies to learn about PC-PNDT act Domestic Violence Act	03/12/2018	08/12/2018	76	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
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.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	Yes	4
Scribes for examination	Yes	1
Rest Rooms	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address	Number of initiatives taken to	Date	Duration	Name of initiative	Issues addressed	Number of participating students
------	----------------------------------	--------------------------------	------	----------	--------------------	------------------	----------------------------------

	locational advantages and disadvantages	engage with and contribute to local community					and staff
2018	1	1	15/10/2018	90	Educate to Empower	Catering to the educational needs of the slum children	75
2018	1	1	10/06/2019	365	No to Plastic Bags	Supplying paper bags to local vendors	110
2018	1	1	08/10/2018	06	Jumble Sale	Provision of necessities at minimum rates to the Needy	20
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Students Handbook	01/06/2018	<p>PURPOSE: The students handbook helps outline the rights, responsibilities and duties of pupils. It ensures that students meet the standards set by the institution for the sake of discipline and their own self.</p> <p>PUBLICITY: The handbook is easily accessible in the library. Students are also oriented about the code of conduct by the various committees from time to time. FOLLOW-UP: Vigilance is maintained by the student council and teachers and in case of deviation, one to one interaction with the concerned student by the incharge-teacher the Principal. The institute maintains the rights to modify the Handbook if</p>

needed.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Workshop on Education in Universal Human values	25/04/2019	26/04/2019	60
Symposium on Education in Universal Human Values	27/04/2019	27/04/2019	40
Celebration of Marathi Bhasha Divas	25/02/2019	01/03/2019	80
Promoting Socio-cultural Values through competitions-Admad Show, Extempore Essay	Nil	Nil	Nil

No file uploaded.

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- 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.
- 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.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE-1 Title of the practice: ENVIRONMENT CONSCIOUSNESS The context that required initiation of the practice: We have caused an irreversible damage to the environment thereby jeopardizing the future of our children. For any community to ensure its existence, natural environment must be preserved as well as conserved. The responsibility lies on the shoulders of the citizens of this world. At PCER-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. The emphasis of the concept is on rethinking and reengineering our thoughts, actions, and concern for our environment. In this context, 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 certain 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. We have also tried to sensitize the participants about our role as tourists in places with ecological significance. 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 were 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. The vendors promised to use the bags as per the size and quantity of items. 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. When we started with solid waste management efforts, we had dug up a pit in which we used to accumulate all the waste. But due to unseasonal rains, the entire pit got flooded and the efforts were a waste. After this we started doing the waste management in a basket which can be accommodated inside our classrooms. The idea of micro greens to be accepted by the students also took a little bit of time and effort but these activities are being appreciated by all. The paper bags are a part of 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 that we see in our students and teachers. Our student teachers become the messengers for spreading environmental concerns and help in further multiplying the message of environment degradation, preservation, and conservation among their students. The participants of our seminar series take back the ideas and implement 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 all of us to continue our endeavours in environment preservation and conservation. 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 Title of the practice: COMMUNITY INTERFACE Pillai

College of Education and Research, New Panvel, has always kept the community and its needs in mind. We have always been involved in sensitizing our students and creating awareness regarding the needs of the society. Community service has always been a strength of our institution, its staff, students and alumni.

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:

We have always been deeply committed to community work in and around us. One of the activity we are involved in is teaching. This year along with Jeevan Jyothi Trust, Panvel our community work was with the children from economically weaker sections residing around Mall Takka area which is located very close to Panvel railway station and NMMT bus depot. There are close to 40 children who assemble in a room provided by a local community leader. Nearly 25-30 of these children go to regular schools nearby. The remaining children are non-school going and range in range from 4 to 8 years. We work with the school going children by clearing their concepts, revision work, helping with English and also help with scholarship topics. Every year Mahatma Education Society celebrates Community Day where the NGO we work with in the community is provided an opportunity to come together and have a day of fun games and activities. Lunch and games and music become the main agenda of the day. Our students act as volunteer and work with the children from the NGO to take care of them, plan activities and games for them, think of prizes for them. This creates a sense of responsibility and awareness and the joy on the faces of the children they cater to is the reward for our students. We prepare paper bags out of old magazines or old newspapers. These bags are then distributed to few vendors in the Khanda Colony market area for selling sprouts, masala and other items like dried fish. With the recent ban on plastic items, we plan to increase the number of vendors and reach out to many more shops in our neighbourhood. Obstacles faced, if any, and strategies adopted to overcome them: As with any activity we undertake in the community, there are certain challenges we face but we have always found ways 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 have to coaxed out of their homes and brought to the centre to study. Once they reach the centre, they are keen learners.

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 that they have 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.

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

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

-Infusing research skills in student-teachers and encouraging them to present papers in National Level Seminars -Dissemination of information on quality expectations of bodies like NAAC, NCTE, UGC and University to be conveyed to faculty students by conducting various sessions, seminars and reflective activities -Collaborations with other Institutions -Seeking Alumni Participation in academic development programme -Encouraging staff members to learn use digital technologies - Accelerating Club and cell activities of the college

