Papdy, Vasai Road (W)

IQAC REPORT 2011-12

INSTRUCTIONS

This questionnaire is designed to make a survey of the basic processes related to quality management efforts in your institution. The survey consists of five sections.

1. General Profile
2. IQAC (Internal Quality Assurance Cell) activities
3. Academic and Research Outputs
4. Student Mentoring and Support System
5. Governance and Innovation

The activities of the institution in the above five sections or in other relevant areas are being surveyed to create a quality profile for the year in relation to institutional vision and goals. The survey results would enable the institution and IQAC to create a quality index profile, which would be a self learning exercise. Apart from the responses to the online survey, in case the NAAC requests for any further evidence, the information may be sent by hard copy. This would enable NAAC to make a diagnostic survey of national higher education scenario and the feedback will be provided to each participating institution. No judgment or categorization on institutional quality is intended.

IMPORTANT

In order to enable institutions to have a preview of the questionnaire, the PDF version is available on the NAAC website when answering this questionnaire, please ensure that no question is omitted in order to have a holistic analysis. This survey does not allow you to have access to the filled up form, i.e., once the 'done' button is clicked, the information will automatically reach NAAC. In case you wish to retain printouts of the filled up questionnaire, please take a printout of each completed page before proceeding further.

1. *Kindly provide the details of the institution*

Name of Institution	:	Pushpanjali College of Education.
Year of Establishment of the Institution	:	1990
Address Line 1	:	50, M.G. Road,
Address Line 2	:	Papdy, Vasai,
City/Town	:	Dist. Thane
State	:	Maharashtra
Postal Code	:	401207
Email Address	:	pushpanjali1990@yahoo.co.in

2. *NAAC Accreditation/ Reaccreditation Details:*

Year of Accreditation/ Reaccreditation	:	2004 Accreditation and 2011 Reaccreditation
Current Grade	:	A
CGPA	:	3.29

3. *Institutional Status:*

Unaided, permanently affiliated to University of Mumbai.

4. *Contact Person Details:*

Name of Head of Institution	:	Dr. Mariamma Joseph.
Contact Phone	:	0250-2312025
Email	:	pushpamjali1990@yahoo.co.in
Website URL	:	www.pushpanjalicollege.com
Name of IQAC Coordinator	:	Ms. Sheetal Chaudhari.
Email	:	Sheetal_chaudhari12@yahoo.com

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. *Number of academic programmes existing (Enter a number: 0 for nil)*

Undergraduate (BA/B.Sc./B.Com etc.)	:	0
Post Graduate (MA/M.Sc./M.Com etc.)	:	0
Research Programmes (M.Phil/P.hD)	:	0
Certificate Programmes	:	0
Professional Programmes (B.Tech / M.Tech / B.Ed / M.Ed / Medicine / Pharmacy / Paramedical / Nursing etc)	:	1
Other value added programmes	:	0
Any other programme offered (Specify)	:	0

6. *Details on Programme Development (Enter a number; 0 for nil)*

New programmes added during the year	:	0
New programmes designed	:	0
Programmes under revision	:	0
Interdepartmental collaborative programmes	:	0
Inter institutional collaborative programmes	:	0
Number of review committee recommendations implemented (Total)	:	0
Number of NAAC peer team recommendations implemented	:	2
Number of UGC/any other expert committee recommendations implemented	:	0
Number of review committee recommendation under implementation	:	0
Number of NAAC peer team recommendations under implementation	:	2
Number of UGC/ any other expert committee recommendations under implementation	:	0

7. *Faculty Details (Enter a number; 0 for nil)*

Total faculty strength required as per norms for all programmes	:	9
Total faculty on rolls	:	9
Faculty added during the year	:	0
Faculty positions vacant	:	0
Faculty left during the year	:	0
Total number of visiting faculty	:	1
Total number of guest faculty	:	0

8. *Qualification of Faculty*

PhD and Above	:	4
MPhil	:	0
Masters	:	9
Any other (Specify) P.G. Diploma in Education Management	:	4
SET	:	6
Diploma in Counselling	:	1
Diploma in Law	:	1

9. *Faculty qualification improvement*

PhD awarded to existing faculty	:	0
MPhil awarded to existing faculty	:	0

Any other degree awarded to existing faculty	:	0

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative staff (total sanctioned)	:	2
Administrative staff (Actual strength)	:	2
Added during the year of reporting	:	0
Left during the year	:	0
Number of posts vacant	:	0

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support Staff (Total sanctioned strength)	:	4
Technical Support Staff (Actual strength)	:	4
Added during the year	:	0
Left during the year	:	0
Number of posts vacant	:	0

SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC. It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) in line with the vision, mission and goals of the institution.

12. Establishment details

DD MM YYYY

Year of establishment of IQAC   15 /07/ 2004

13. Composition of IQAC (Enter a number; 0 for nil)

Number of IQAC members	:	13
Number of Alumni in IQAC	:	1
Number of Students in IQAC	:	1
Number of Faculty in IQAC	:	7
Number of Administrative Staff in IQAC	:	1
Number of Technical Staff in IQAC	:	0
Number of Management Representatives	:	2
Number of External experts in IQAC	:	1
Number of any other stakeholder and community representatives	:	0

14. IQAC Meetings

Number of IQAC meetings held during the year	:	2

15. Whether Calendar of activities of IQAC formulated for the academic year   :   yes

16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of academic programmes proposed	:	0
Number of value added programmes proposed	:	0
Number of skill oriented programmes proposed	:	4
Number of faculty competency and development programmes proposed	:	0
Number of other staff development programmes proposed	:	0

Number of student mentoring programmes proposed	:	2
Number of co-curricular activities proposed	:	24
Number of inter departmental cooperative schemes proposed	:	0
Number of community extension programmes proposed	:	5
Any other programmes proposed (Specify)	:	

17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

Number of academic programmes implemented	:	0
Number of value added programmes implemented	:	0
Number of skill oriented programmes implemented	:	5
Number of faculty competency and development programmes implemented	:	0
Number of other staff development programmes implemented	:	0
Number of student mentoring programmes implemented	:	2
Number of co-curricular activities implemented	:	21
Number of inter departmental cooperative programs implemented	:	0
Number of community extension programmes implemented	:	6
Any other programmes suggested that are implemented (Specify)	:	

18. IQAC Seminars and Conferences (Enter a number; 0 for nil)

Number of seminars/ conferences/ workshops organized by IQAC within the institution	:	4
Number of participants from the institution	:	108
Number of participants from outside	:	40
Number of external experts invited	:	11
Number of external conferences/seminars/ workshops on institutional quality attended	:	0
Number of events conducted with IQACs of other institutions as collaborative programs	:	0

19. Did IQAC receive any funding from UGC during the year?   :   No

20. If the response to Qn. 18 is Yes, please provide the amount received from UGC (Input 0 if NA/NIL)

Any other source including internal financial support from the management (Specify amount)	:	
Amount Received from UGC	:	0
Amount Received from any other source including the college management	:	Rs.20,00,000/-

21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)

- Educational visits –
    1. Places of Educational and Historical significance in Pune
    2. Historic places in Vasai
    3. Science exhibitions in schools
    4. Geographical excursion to coastal areas of Arnala
- Women Cell- Women empowerment through street play on 'female foeticide'
- Vasundhara environmental club-
    1. Naturopathy : Benefits of nature dependent lifestyle
    2. Tree plantation drive
    3. Workshop on creation of Best from waste
- Pushpaganit Maths Club

1. Celebration of Ramanujan Year
2. Maths Fair
- Rucha language club-
    1. Seminar on activity based language learning
    2. Joyful learning through games
- Expert talk on values essential for the 21st century
- Expert talk on environmental concerns of the modern times
- Expert talk on anecdotes in science
- Workshops –
    1. Street play
    2. Leadership skills
    3. Technology enhanced classroom
    4. Designing and developing low cost teaching aids
- Certificate courses-
    1. Personality development
    2. Music
    3. Dance
    4. Physical Education
    5. ICT
- Seminar on Preparing for placement in schools
- Felicitation of four alumni for their achievement in various fields of education.

SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

Number of new academic programmes developed or designed by faculty	:	0
Number of faculty members involved in curriculum restructuring/revision/syllabus development	:	1
Number of programmes in which evaluation process reformation taken up and implemented	:	0
Number of active teaching days during the current academic year	:	204
Average percentage of attendance of students	:	95%
Percentage of classes engaged by guest faculty and temporary teachers	:	5%
Number of self financed programmes offered	:	0
Number of aided programmes offered	:	0
Number of programmes discontinued during the year	:	0

23. Whether any systematic student feedback mechanism is in place?   :   yes

24. Feedback Details (If answer to Question 20 is Yes)

Percentage of courses where student feedback is taken	:	100%

25. Is feedback for improvement provided to the faculty?   :   yes

26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year	:	0
Number of minor research projects undertaken during the year	:	0
Number of major ongoing projects	:	0
Number of minor ongoing projects	:	0
Number of major projects completed	:	0
Number of minor projects completed	:	0
Number of major project proposals submitted for external funding	:	0

Number of minor project proposals submitted for external funding	:	0
Number of research publications in peer reviewed journals	:	2
Number of research publications in international peer reviewed journals	:	0
Number of research publications in national peer reviewed journals	:	1
Number of research papers accepted for publication in international peer reviewed Journals	:	0
Number of research papers accepted for publication in national peer reviewed journals	:	2
Average of impact factor of publications reported	:	0
Number of books published	:	0
Number of edited books published	:	0
Number of books (single authored) published	:	1
Number of books (co-authored) published	:	0
Numbers of conferences attended by faculty	:	7
Number of international conferences attended	:	2
Number of national conferences attended	:	5
Number of papers presented in conferences	:	5
Number of papers presented in international conferences	:	0
Number of papers presented in national conferences	:	5
Number of conferences organized by the institution	:	0
Number of faculty acted as experts resource persons	:	4
Number of faculty acted as experts resource persons (international)	:	0
Number of faculty acted as experts resource persons (national)	:	1
Number of collaborations with international institutions	:	0
Number of collaborations with national institutions	:	0
Number of linkages created during the year	:	1
Total budget for research for current year as a percentage of total institution budget	:	0
Amount of external research funding received in the year	:	0
Number of patents received in the year	:	0
Number of patents applied for in the year	:	0
Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	:	1
Number of PhDs awarded during the year	:	0
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	:	25%

SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. *Student Details and Support Mechanisms*

The total intake of students for various courses (Sanctioned)	:	100
Actual enrolment during the year	:	100
Student dropout percentage during the year	:	0
Success percentage in the final examination across the courses	:	99%
Number of academic distinctions in the final examination and percentage	:	0
Number of students who got admitted to institutions of national importance	:	20
Number of students admitted to institutions abroad	:	0
Number of students qualified in UGC NET/ SET	:	0
Number of students qualified GATE/ CAT/ other examination (Specify)	:	0

28. *Does student support mechanism exist for coaching for competitive examinations?*   :   yes

29. Student participation, if response is yes to Qn. 27

Number of students participated	:	3

30. Does student counselling and guidance service exist?   :   yes

31. Student participation, if answer to Qn. 29 is yes

Number of students participated	:	3

32. 32. Career Guidance

Number of career guidance programmes organized	:	1
Percentage of students participated in career guidance programmes	:	100%

33. Is there provision for campus placement?   :   yes

34. If yes to Qn. 32

Number of students participated in campus selection programme	:	70
Number of students selected for placement during the year	:	20

35. Does gender sensitization program exist?   :   yes

36. If Answer is Yes to Qn. 34

Number of programmes organized	:	2

37. Student activities

Number of students participated in external cultural events	:	25
Number of prizes won by students in external cultural events	:	5
Number of cultural events conducted by the institute for the students	:	21
Number of students participated in international sports and games events	:	0
Number of students participated in national level sports and games events	:	0
Number of students participated in state level sports and games events	:	0
Number of students participated in university level sports and games events	:	0
Number of prizes won by students in international sports and games events	:	0
Number of prizes won by students in national level sports and games events	:	0
Number of prizes won by students in state level sports and games events	:	0
Number of prizes won by students in university level sports and games events	:	0
Number of sports and games events conducted by the institute for the students	:	1

38. Composition of students

Percentage of Scheduled Caste	:	1
Percentage of Scheduled Tribe	:	0
Percentage of other backward communities	:	4
Percentage of women students	:	98%
Percentage of physically challenged	:	0
Percentage of rural students	:	80
Percentage of urban students	:	20

39. Scholarships and Financial Support

Number of students availing financial support from the institution	:	0
Amount disbursed as financial support from the institution	:	0
Number of students awarded scholarship from the institution	:	12
Number of students received notable national/international achievements/recognition	:	0
Number of community upliftment programmes initiated by students	:	6
Number of literary programmes initiated by students	:	2
Number of social action initiatives based on science / environment initiated by students	:	2
Number of student research initiatives	:	100

SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focused.

41. **Whether perspective plan for overall developmental activities is created?**   :   Yes

42. **If the answer for Qn. 40 is Yes, is the plan implemented and monitored?**   :   Yes

43. **Whether benchmarking is created for institutional quality management efforts?**   :   Yes

44. **If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format**

Management:

- Goal setting in line with vision and mission of the institution
- Providing infrastructural and financial support

Principal:

- Leading learning and teaching
- Planning for the future.
- Employing, Leading and Developing people.
- Networking.

Faculty:

- Making regular use of constructivist instruction.
- Upgrading technological skills.
- Undertaking research work.
- Developing and sustaining a collaborative professional community.

Students:

- Catering to life values, life skills and core elements through classroom teaching learning.
- Undergoing procedure of structured reflection for Practice lessons to ensure committed teaching.
- Participation in various academic and co-curricular activities.
- Involvement in community oriented programmes.

Librarian:

- Functioning as a facilitator to enhance use of library.
- Ensuring access to resources.

Non-teaching staff:

- Collaborating with the faculty to ensure smooth functioning.

45. Is a Management Information System (MIS) in place?   *:   NO*

46. If answer to question 44 is Yes, please provide details of MIS applied to

1. Administrative procedures including finance
2. Student admission
3. Student records
4. Evaluation and examination procedures
5. Research administration
6. Others

    (enter the respective details corresponding to the serial numbers)

☐
☐
☐
☐

47. Existence of learning resource management

e-database in library	yes
ICT and smart class room	yes
e- learning sources (e-Books, e-Journals)	yes
Production of teaching modules	yes
Interactive learning facilities	yes

48. Internal resource mobilization : Kindly provide the amount contributed

Research Consultancy and training	:	0
Student contribution	:	Rs. 55,00,000/-
Alumni contribution	:	Rs.10000/-
Well wishers	:	Rs.5000/-

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development	:	Rs. 76310/-
Amount spent for student welfare	:	Rs.17,700/-
Amount spent for staff welfare	:	Rs. 8700/-

50. Is delegation of authority practiced   *:*   Yes

51. Does grievance redressal cell exist?

Faculty	Yes
Students	Yes
Staff	Yes

52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Number of grievances received	*:*	1
Number of grievances resolved	*:*	1

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of grievances received	*:*	2
Number of grievances resolved	*:*	2

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of grievances received	*:*	0
Number of grievances resolved	*:*	0

55. Has the institution conducted any SWOT analysis during the year *:* Yes

56. The SWOT analysis was done by internal or by external agency *:* Internal

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)
- Curriculum transaction supplemented with variety of co-curricular activities to promote all round growth of the students.
- Integration of ICT in teaching learning process- use of online learning modes, creation of OERs.
- Strong community oriented sensitization.

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)
- Limited publications.
- Financial constraints.
- Lack of linkages with professional bodies

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)
- Qualified faculty to guide research work.
- Skilled faculty to provide training in use of ICT to school teachers.

60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)
- Formalize consultancy services.
- Matching syllabi /curricular limitations with the demands of present day teacher education.

61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)
- The project 'Open Educational Resources (OERs) in Teacher Education' has been accepted and awarded as an innovative practice in Teacher Education by NCERT, New Delhi.
- Selected by University of Mumbai to function as a lead college
- Regular consultancy by faculty.
- Faculty appointed as research supervisor to guide at M.Ed. level
- Certificate courses in Dance, Music, Physical Education, ICT and Personality Development.
- Students initiated community upliftment programmes.
- Use of online learning modes such as Discussion Boards, Wiki educator and edMODO.com
- Successful completion of an orientation and a refresher course by two members of faculty
- A book on the life of St Therese, Roses of Love, written by a member of faculty

62. How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below)
- Guiding body.
- Helps in ensuring institutional quality.
- Monitoring role.
- Facilitates growth.
- Source of Information

CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and Implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and Reaccreditation. Any substantial changes / initiative in this direction are to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions' strengths and areas of improvement.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank you for your participation.