



**PILLAI HOC COLLEGE OF EDUCATION AND RESEARCH**

Pillai HOCL Educational Campus, HOC Colony, Rasayani, Via. Panvel, Dist. Raigad. Pin 410207  
Tel: 02192 - 669000 / 01 / 02 / 03 / 04 / 05 / 06 / 07 / 08 / 09

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*Affiliated to the University of Mumbai, Approved by Government of Maharashtra*

**NCTE : WRC / 5-6 / 130 / 2010 / 69004 dated : 06 / 07 / 2010**

Ref No : PHCER/IQAC/2023-24/

Date : 07/07/2023

The Internal Quality Assurance Cell is being constituted for the academic years 2023-24 and 2024-25 with the following primary aim:

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Following are the members of the IQAC for the academic years 2023-24 and 2024-25

SNo	Name of the Member	Designation	Position in IQAC
1	Mrs. Mamta Patil	Principal	Ex- Officio Chairperson
2	Dr. Lata Menon	Management Representative	Member
3	Dr. Reni Francis	Principal, PCER, External Expert	Member
4	Mrs. Suchita Sayaji	Principal, PHCOA, External Expert	Member
5	Ms. Angel Suder	Teacher of the College	Member
6	Ms. Farah Shaikh	Teacher of the College	Member
7	Ms. Sheetal Patariya	Teacher of the College	Member
8	Ms. Reema Nikalje	Teacher of the College	Member
9	Ms. Ashwini Jadhav	Administrative Officer	Member
10	Mr. Amar Mane	Librarian	Member
11	Mrs. Mayuri Telavane	Student Representative	Member
12	Mrs. Pratima Ghegde	Alumni Representative	Member
13	Mr. R. B. Patil	Industry Expert	Member
14	Mr. Vijay More	Teacher of the College	IQAC Coordinator

The IQAC shall meet least once in every quarter. The quorum of the meeting shall be two-third of the total number of members.

  
Mrs. Mamta Patil  
Principal

**Principal**

**Pillai HOC College of Education & Research**  
Educational Campus,  
Rasayani, Kihapur, Dist. Raigad.





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**NCTE : WRC / 5-6 / 130 / 2010 / 69004 dated : 06 / 07 / 2010**

Ref No: PHCER/IQAC/2023-24


Date: 10/07/2023

**NOTICE**

A meeting of the Internal Quality Assurance Cell (IQAC) of Pillai HOC College of Education and Research, Rasayani will be held in the Conference room on 24th July 2023 at 3.30 p.m. All the members are requested to be present for the meeting.

Following will be agenda of the meeting:

1. To read and confirm the minutes of the previous meeting held on 10/02/2023.
2. To review the action taken on the suggestions of the previous meeting.
3. To discuss the quality initiatives of IQAC
4. Any other matter with the permission of the Chairperson.
5. Vote of thanks.

  
Mr. Vijay More  
IQAC Coordinator

Copy to all the members : -

1	Mrs. Mamta Patil	Principal	Chairperson
2	Dr. Lata Menon	Management Representative	Member
3	Dr. Reni Francis	Principal, PCER, External Expert	Member
4	Mrs. Suchita Sayaji	Principal, PHCOA, External Expert	Member
5	Ms. Angel Suder	Teacher of the College	Member
6	Ms. Farah Shaikh	Teacher of the College	Member
7	Ms. Sheetal Patariya	Teacher of the College	Member
8	Ms. Reema Nikalje	Teacher of the College	Member
9	Ms. Ashwini Jadhav	Administrative Officer	Member
10	Mr. Amar Mane	Librarian	Member
11	Mrs. Mayuri Telavane	Student Representative	Member
12	Mrs. Pratima Ghegde	Alumni Representative	Member
13	Mr. R. B. Patil	Industry Expert	Member
14	Mr. Vijay More	Teacher of the College	IQAC Coordinator



**Minutes of the meeting of the Internal Quality Assurance Cell (IQAC) of Mahatma Education Society's Pillai HOC College of Education and Research , Rasayani held on 24th July 2023.**

A meeting of the Internal Quality Assurance Cell (IQAC) of Mahatma Education Society's Pillai HOC College of Education and Research , Rasayani was held in the conference room on 24th July 2023 at 3.30 p.m..

The following members attended the meeting :

1	Mrs. Mamta Patil	Principal	Chairperson
2	Dr. Lata Menon	Management Representative	Member
3	Dr. Reni Francis	Principal, PCER, External Expert	Member
4	Ms. Angel Suder	Teacher of the College	Member
5	Ms. Farah Shaikh	Teacher of the College	Member
6	Ms. Sheetal Patariya	Teacher of the College	Member
7	Ms. Reema Nikalje	Teacher of the College	Member
8	Ms. Ashwini Jadhav	Administrative Officer	Member
9	Mr. Amar Mane	Librarian	Member
10	Mrs. Pratima Ghegde	Alumni Representative	Member
11	Mr. R. B. Patil	Industry Expert	Member
12	Mr. Vijay More	Teacher of the College	IQAC Coordinator

Mrs. Mamta Patil was in the chair.

Mrs. Mamta Patil welcomed all the members present.

**Agenda 1: To review and approve the minutes of the previous meeting held on 10<sup>th</sup> February 2023.**

Mr. Vijay More, IQAC Coordinator read the minutes of the previous meeting held on 10th February 2023. The minutes were found to be in order, the same were confirmed and signed by the Chairman.

**Resolution:**

**PHCER/IQAC/JUL-23/01-** Resolved to Approve the minutes of the meeting held on 10 February 2023.

**Agenda 2 : To review the action taken on the suggestions of the previous meeting.**

Mr. Vijay More informed the members that we have Collected course feedback from students at the end of sem 1 University exams through online feedback system in



google form. We have also collected offline feedback regarding curriculum from students, Alumni, Teachers, Practice Teaching Schools.

Mr. Vijay More has also informed that we have done the Green Audit, Energy Audit and Electrical Safety Audit by a lead auditor in April and May 2023.

**PHCER/IQAC/JUL-23/02-** Resolved to approve the action taken report.

**Agenda 3 : To discuss the quality initiatives of IQAC .**

Mrs. Mamta Patil has informed the members that we have submitted the IQA on 18th July and we got the confirmation of receipt on 23/7/2023. The members congratulated the Principal and team for the achievement.

Mrs. Mamta Patil has asked the cooperation of all the members for preparing the SSR for submission. The members approved this suggestion.

Ms. Reema suggested to continue to collect the course feedback from students and curriculum feedback from all stake holders since the feedback is helpful in planning many initiatives. The members approved this suggestion.

Dr. Reni Francis suggested the value added course, Positive Psychology, for the second year students for this year by the internal faculty. The members approved this suggestion.

Mr. Vijay More has informed the members that we have achieved the highest level in Progressive Performance of the students and attainment of professional attributes in alignment with PLOs and CLOs for the batch 2020-22 and we will try maintain the level of attainment for the future batch.

Mr. Vijay More has suggested that Progressive Performance of the students and attainment of professional attributes in alignment with PLOs and CLOs should be measured and discussed with faculty members for the batch 2021-23. The members approved this suggestion.

Ms. Reema presented a draft perspective plan for the next five academic years, 2023-24 to 2027-28 for the kind perusal of the members and requested the members to come with their suggestion in the next meeting .

**PHCER/IQAC/JUL-23/03-** Resolved to prepare and submit SSR to NAAC at the earliest



**PHCER/IQAC/JUL-23/04-** Resolved to apply for ISO 21001:2018 & ISO 9001:2015 accreditation by a lead auditor.

**PHCER/IQAC/JUL-23/05-** Resolved to continue to collect the course feedback from students and curriculum feedback from all stake holders since the feedback is helpful in planning many initiatives.

**PHCER/IQAC/JUL-23/06-** Resolved to conduct the value added course, Positive Psychology, for the second year students for this year by the internal faculty.

**PHCER/IQAC/JUL-23/07-** Resolved to conduct the Progressive Performance of the students and attainment of professional attributes in alignment with PLOs and CLOs for the batch 2021-23.

**PHCER/IQAC/JUL-23/08-** Resolved to discuss the perspective plan for the next five academic years, 2023-24 to 2027-28 in the next meeting.


**Agenda 4 : Any other matter with the permission of the Chairperson.**

There was no other matter pending for discussion .

**Agenda 5 : Vote of thanks.**

The meeting ended with a vote of thanks to the chair.

  
Mr. Vijay More  
IQAC Coordinator

  
Mrs. Mamta Patil  
Principal  
**Principal**  
**Pillai HOC College of Education & Research, HCCL Educational Campus, Rasayani, Tal. Khalapur, Dist. Rajgad.**



MAHATMA EDUCATION SOCIETY'S  
**PILLAI HOC COLLEGE OF EDUCATION & RESEARCH**  
 RASAYANI

**INTERNAL QUALITY ASSURANCE CELL**

ATTENDANCE SHEET OF THE MEETING HELD ON 24TH JULY 2023

SR. NO.	NAME	DESIGNATION	POSITION IN THE COMMITTEE	SIGNATURE
1	Mrs. Mamta Patil	Principal, PHCER	Chairperson	<i>M. Patil</i>
2	Dr. Lata Menon	Management Representative	Member	<i>Lata Menon</i>
3	Dr. Reni Francis	Principal, PCER, External Expert	Member	<i>RF</i>
4	Mrs. Suchita Sayaji	Principal, PHCOA, External Expert	Member	-
5	Ms. Angel Suder	Teacher of the College	Member	<i>A Suder</i>
6	Ms. Farah Shaikh	Teacher of the College	Member	<i>F. Shaikh</i>
7	Ms. Sheetal Patariya	Teacher of the College	Member	<i>S. Patariya</i>
8	Ms. Reema Nikalje	Teacher of the College	Member	<i>R. Nikalje</i>
9	Ms. Ashwini Jadhav	Administrative Officer	Member	<i>A. Jadhav</i>
10	Mr. Amar Mane	Librarian	Member	<i>A. Mane</i>
11	Mrs. Mayuri Telavane	Student Representative	Member	-
12	Mrs. Pratima Ghegde	Alumni Representative	Member	<i>P. Ghegde</i>
13	Mr. R. B. Patil	Industry Expert	Member	<i>R. B. Patil</i>
14	Mr. Vijay More	Teacher of the College	IQAC Coordinator	<i>V. More</i>





Ref No: PHCER/IQAC/2023-24

Date: 21/10/2023

### NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) of Pillai HOC College of Education and Research, Rasayani will be held in the Conference room on 4th November 2023 at 3.30 p.m. All the members are requested to be present for the meeting.

Following will be agenda of the meeting:

1. To read and confirm the minutes of the previous meeting held on 24/07/2023.
2. To review the action taken on the suggestions of the previous meeting.
3. To discuss the quality initiatives of IQAC
4. Any other matter with the permission of the Chairperson.
5. Vote of thanks.

  
Mr. Vijay More  
IQAC Coordinator

Copy to all the members : -

1	Mrs. Mamta Patil	Principal	Chairperson
2	Dr. Lata Menon	Management Representative	Member
3	Dr. Reni Francis	Principal, PCER, External Expert	Member
4	Mrs. Suchita Sayaji	Principal, PHCOA, External Expert	Member
5	Ms. Angel Suder	Teacher of the College	Member
6	Ms. Farah Shaikh	Teacher of the College	Member
7	Ms. Sheetal Patariya	Teacher of the College	Member
8	Ms. Reema Nikalje	Teacher of the College	Member
9	Ms. Ashwini Jadhav	Administrative Officer	Member
10	Mr. Amar Mane	Librarian	Member
11	Mrs. Mayuri Telavane	Student Representative	Member
12	Mrs. Pratima Ghegde	Alumni Representative	Member
13	Mr. R. B. Patil	Industry Expert	Member
14	Mr. Vijay More	Teacher of the College	IQAC Coordinator



**Minutes of the meeting of the Internal Quality Assurance Cell (IQAC) of Mahatma Education Society's Pillai HOC College of Education and Research , Rasayani held on 4th November 2023.**

A meeting of the Internal Quality Assurance Cell (IQAC) of Mahatma Education Society's Pillai HOC College of Education and Research , Rasayani was held in the conference room on 4th November 2023 at 3.30 p.m..

The following members attended the meeting :

1	Mrs. Mamta Patil	Principal	Chairperson
2	Dr. Lata Menon	Management Representative	Member
3	Dr. Reni Francis	Principal, PCER, External Expert	Member
4	Mrs. Suchita Sayaji	Principal, PHCOA, External Expert	Member
5	Ms. Angel Suder	Teacher of the College	Member
6	Ms. Farah Shaikh	Teacher of the College	Member
7	Ms. Sheetal Patariya	Teacher of the College	Member
8	Ms. Reema Nikalje	Teacher of the College	Member
9	Ms. Ashwini Jadhav	Administrative Officer	Member
10	Mrs. Mayuri Telavane	Student Representative	Member
11	Mrs. Pratima Ghegde	Alumni Representative	Member
12	Mr. Vijay More	Teacher of the College	IQAC Coordinator

Mrs. Mamta Patil was in the chair.

Mrs. Mamta Patil welcomed all the members present.

**Agenda 1: To review and approve the minutes of the previous meeting held on 24<sup>th</sup> July 2023.**

Mr. Vijay More, IQAC Coordinator read the minutes of the previous meeting held on 24th July 2023. The minutes were found to be in order, the same were confirmed and signed by the Chairman.

**Resolution:**

**PHCER/IQAC/NOV-23/01-** Resolved to Approve the minutes of the meeting held on 24<sup>th</sup> July 2023.





**Agenda 2 : To review the action taken on the suggestions of the previous meeting.**

Mrs. Mamta Patil has informed the members that we have submitted the SSR to NAAC in the month of September.

Mr. Vijay More informed the members that as per the decision of the previous meeting we have applied for ISO 21001:2018 & ISO 9001:2015 and accreditation by a lead auditor.

Mr. Vijay More informed the members that Positive Psychology, for the second year students has been conducted as a value added course for this year by the internal faculty

**PHCER/IQAC/NOV-23/02-** Resolved to approve the action taken report.

**Agenda 3 : To discuss the quality initiatives of IQAC .**

Mr. Vijay More has informed the members that we have submitted the SSR to NAAC in the month of September and we have received the DVV query and we have submitted the compliance also and we are waiting for the NAAC peer team visit.

Mr. Vijay More informed that we are now certified by ISO 21001:2018 & ISO 9001:2015 upto August 2026. The members congratulated the Principal for achieving this milestone.

Mr. Vijay More informed the members that the course feed back received from students has been conveyed to teachers. The members appreciated the feedback process.

Mr. Vijay More suggested for orientation program for candidates for appearing in CTET 2024 in the month of January 2024. The members approved this suggestion.

Mr. Vijay More Informed the members that the feedback received for the value added course Positive Psychology for the second year students is very encouraging. The members appreciated the conduction of course.

Mr. Vijay More Presented the perspective plan for the next five academic years, 2023-24 to 2027-28. The members discussed and approved perspective plan for the next five academic years, 2023-24 to 2027-28

**PHCER/IQAC/NOV-23/03-** Resolved to conduct the orientation program for candidates appearing in CTET 2024 in the month of January 2024.

**PHCER/IQAC/NOV-23/04-** Resolved to accept the perspective plan for the next five academic years, 2023-24 to 2027-28.



**Agenda 4 : Any other matter with the permission of the Chairperson.**

There were no other matter pending for discussion.

**Agenda 5 : Vote of thanks.**

The meeting ended with a vote of thanks to the chair.

  
Mr. Vijay More  
IQAC Coordinator

  
Mrs. Mamta Patil  
Principal

**Principal**  
**Pillai HOC College of Education & Research, HOC Educational Campus, Rasayani, Tal. Khalapur, Dist. Raigad.**



MAHATMA EDUCATION SOCIETY'S  
**PILLAI HOC COLLEGE OF EDUCATION & RESEARCH**  
RASAYANI

**INTERNAL QUALITY ASSURANCE CELL**

ATTENDANCE SHEET OF THE MEETING HELD ON 4TH NOVEMBER 2023

SR. NO.	NAME	DESIGNATION	POSITION IN THE COMMITTEE	SIGNATURE
1	Mrs. Mamta Patil	Principal, PHCER	Chairperson	<i>M Patil</i>
2	Dr. Lata Menon	Management Representative	Member	<i>Lata Menon</i>
3	Dr. Reni Francis	Principal, PCER, External Expert	Member	<i>RF</i>
4	Mrs. Suchita Sayaji	Principal, PHCOA, External Expert	Member	<i>S m Sayaji</i>
5	Ms. Angel Suder	Teacher of the College	Member	<i>Angel Suder</i>
6	Ms. Farah Shaikh	Teacher of the College	Member	<i>Farah</i>
7	Ms. Sheetal Patariya	Teacher of the College	Member	<i>S. Patariya</i>
8	Ms. Reema Nikalje	Teacher of the College	Member	<i>Reema</i>
9	Ms. Ashwini Jadhav	Administrative Officer	Member	<i>Ashwini</i>
10	Mr. Amar Mane	Librarian	Member	<i>Amar</i>
11	Mrs. Mayuri Telavane	Student Representative	Member	<i>Mayuri</i>
12	Mrs. Pratima Ghegde	Alumni Representative	Member	<i>Pratima</i>
13	Mr. R. B. Patil	Industry Expert	Member	<i>-</i>
14	Mr. Vijay More	Teacher of the College	IQAC Coordinator	<i>Vijay</i>





Ref No: PHCER/IQAC/2023-24

Date: 27/01/2024

**NOTICE**

A meeting of the Internal Quality Assurance Cell (IQAC) of Pillai HOC College of Education and Research, Rasayani will be held in the Conference room on 10th February 2024 at 3.30 p.m. All the members are requested to be present for the meeting.

Following will be agenda of the meeting:

1. To read and confirm the minutes of the previous meeting held on 4/11/2023.
2. To review the action taken on the suggestions of the previous meeting.
3. To discuss the quality initiatives of IQAC
4. Any other matter with the permission of the Chairperson.
5. Vote of thanks.

  
Mr. Vijay More  
IQAC Coordinator

Copy to all the members : -

1	Mrs. Mamta Patil	Principal	Chairperson
2	Dr. Lata Menon	Management Representative	Member
3	Dr. Reni Francis	Principal, PCER, External Expert	Member
4	Mrs. Suchita Sayaji	Principal, PHCOA, External Expert	Member
5	Ms. Angel Suder	Teacher of the College	Member
6	Ms. Farah Shaikh	Teacher of the College	Member
7	Ms. Sheetal Patariya	Teacher of the College	Member
8	Ms. Reema Nikalje	Teacher of the College	Member
9	Ms. Ashwini Jadhav	Administrative Officer	Member
10	Mr. Amar Mane	Librarian	Member
11	Mrs. Mayuri Telavane	Student Representative	Member
12	Mrs. Pratima Ghegde	Alumni Representative	Member
13	Mr. R. B. Patil	Industry Expert	Member
14	Mr. Vijay More	Teacher of the College	IQAC Coordinator

**Minutes of the meeting of the Internal Quality Assurance Cell (IQAC) of Mahatma Education Society's Pillai HOC College of Education and Research , Rasayani held on 10th February 2024.**

A meeting of the Internal Quality Assurance Cell (IQAC) of Mahatma Education Society's Pillai HOC College of Education and Research , Rasayani was held in the conference room on 10th February 2024 at 3.30 p.m..

The following members attended the meeting :

1	Mrs. Mamta Patil	Principal	Chairperson
2	Dr. Lata Menon	Management Representative	Member
3	Dr. Reni Francis	Principal, PCER, External Expert	Member
4	Mrs. Suchita Sayaji	Principal, PHCOA, External Expert	Member
5	Ms. Angel Suder	Teacher of the College	Member
6	Ms. Sheetal Patariya	Teacher of the College	Member
7	Ms. Reema Nikalje	Teacher of the College	Member
8	Ms. Ashwini Jadhav	Administrative Officer	Member
9	Mr. Amar Mane	Librarian	Member
10	Mrs. Mayuri Telavane	Student Representative	Member
11	Mrs. Pratima Ghegde	Alumni Representative	Member
12	Mr. R. B. Patil	Industry Expert	Member
13	Mr. Vijay More	Teacher of the College	IQAC Coordinator

Mrs. Mamta Patil was in the chair.

Mrs. Mamta Patil welcomed all the members present.

**Agenda 1: To review and approve the minutes of the previous meeting held on 4<sup>th</sup> November 2023.**

Mr. Vijay More, IQAC Coordinator read the minutes of the previous meeting held on 4th November 2023. The minutes were found to be in order, the same were confirmed and signed by the Chairman.

**Resolution:**

**PHCER/IQAC/FEB-24/01-** Resolved to Approve the minutes of the meeting held on 24<sup>th</sup> July 2023.

**Agenda 2 : To review the action taken on the suggestions of the previous meeting.**

Mr. Vijay More has informed the members that we have conducted the orientation program for candidates appearing in CTET 2024 in the month of January 2024.

**PHCER/ IQAC/FEB-24/02-** Resolved to approve the action taken report.

**Agenda 3 : To discuss the quality initiatives of IQAC .**

Mr. Vijay More has informed the members that we have submitted the SSR to NAAC and submitted the DVV compliance and the the Internal Quality Assessment Cell (IQAC) has conducted the Students Satisfaction Survey (SSS) with the support of all the Faculty and now we are waiting for the NAAC peer team visit.

Mr. Vijay More suggested an orientation program for candidates appearing in CET 2024 on 3<sup>rd</sup> April 2024. The members approved this suggestion.

Ms. Reema Nikalje informed the members that it has been observed that our value added course communication skills is really helping the students to develop their communication and personality and also the Positive Psychology course for second year students..

Mrs. Mamta Patil has informed the members that our two faculty members have Ph D and the remaining all 5 faculty members are pursuing Ph.D.

**PHCER/ IQAC/FEB-24/03-** Resolved to conduct the orientation program for candidates appearing in CET 2024 on 3<sup>rd</sup> April 2024.

**Agenda 4 : Any other matter with the permission of the Chairperson.**

There were no other matter pending for discussion.

**Agenda 5 : Vote of thanks.**

The meeting ended with a vote of thanks to the chair.



Mr. Vijay More  
IQAC Coordinator



Mrs. Mamta Patil  
Principal

MAHATMA EDUCATION SOCIETY'S  
**PILLAI HOC COLLEGE OF EDUCATION & RESEARCH**  
 RASAYANI

**INTERNAL QUALITY ASSURANCE CELL**

ATTENDANCE SHEET OF THE MEETING HELD ON 10TH FEBRUARY 2024

SR. NO.	NAME	DESIGNATION	POSITION IN THE COMMITTEE	SIGNATURE
1	Mrs. Mamta Patil	Principal, PHCER	Chairperson	<i>M Patil</i>
2	Dr. Lata Menon	Management Representative	Member	<i>Lata Menon</i>
3	Dr. Reni Francis	Principal, PCER, External Expert	Member	<i>RF</i>
4	Mrs. Suchita Sayaji	Principal, PHCOA, External Expert	Member	<i>S m Sayaji</i>
5	Ms. Angel Suder	Teacher of the College	Member	<i>A Suder</i>
6	Ms. Farah Shaikh	Teacher of the College	Member	-
7	Ms. Sheetal Patariya	Teacher of the College	Member	<i>S Patariya</i>
8	Ms. Reema Nikalje	Teacher of the College	Member	<i>R Nikalje</i>
9	Ms. Ashwini Jadhav	Administrative Officer	Member	<i>A Jadhav</i>
10	Mr. Amar Mane	Librarian	Member	<i>A Mane</i>
11	Mrs. Mayuri Telavane	Student Representative	Member	<i>Mayuri</i>
12	Mrs. Pratima Ghegde	Alumni Representative	Member	<i>P Ghegde</i>
13	Mr. R. B. Patil	Industry Expert	Member	<i>R B Patil</i>
14	Mr. Vijay More	Teacher of the College	IQAC Coordinator	<i>V More</i>