

**Mahatma Education Society's  
Pillai HOC College of Arts, Science and  
Commerce, Rasayani**  
(NAAC Accredited & ISO 9001:2015 Certified)

# **6.3.3. QnM. Professional Development Programmes**

**( A.Y. 2017-18)**



*Catam*  
Principal  
Mahatma Education Society's  
Pillai's HOC College of Arts  
Science and Commerce  
HOC Educational Campus,  
Rasayani, Tal. Khelapur,  
Dist. Raigad, PIN - 410 207

**Number of professional development /administrative training programmes  
organized by the institution for teaching staff during the year**

- 1) POISE (Pursuit Of Inner Self Excellence)**
- 2) Soft skill development**
- 3) World Literacy Day**

# **POISE (Pursuit Of Inner Self Excellence)**

**Mahatma Education Society's**

**Pillai HOC College Of Arts, Science & Commerce, Rasayani**

## **Report on Teachers Training Workshop – POISE (Pursuit Of Inner Self Excellence)**


Pillai HOC College of Arts, Science and Commerce hosted a 3-day workshop entitled “**POISE (Pursuit Of Inner Self Excellence)**” on 14, 15 and 16 July, 2017. The workshop was part of the Teachers Training initiative of the institution. The resource experts were Dr. Mohandas Hegde and Dr. Rajeshwari Hegde from Heartfulness Institute, Sahaj Marg Spirituality Foundation, Research Center recognised by University of Mysore.

The aim of the workshop was to bring together teachers from various departments to learn about and identify opportunities for self-excellence and implement the good practices learnt in their classrooms and day to day activities. The 50 workshop participants represented over 9 departments, including MMS, B.Com, BMS, BAF, BMM, BSc, BEd and primary school teachers.

The main objective of the training programme was to facilitate self-introspection among the teachers and to support them in pursuit of quality education. Teachers transform society and are responsible for inculcating good values in the student community. The programme consisted of meditation sessions, presentations, discussions, team-activities and display of videos.

The long term expected result of the training programme is to enhance effectiveness, innovation and spirituality in the teaching pedagogy followed. The training programme will also assist the participants to handle students and conflicts in a smooth way.

On the last day of the workshop, group presentations were conducted for the participants to assess their intakes from the workshop. The participants also provided feedback on the training programme. The feedback was absolutely encouraging. Overall, the teachers training programme was successfully conducted and the participants have been immensely benefitted.

 <p><b>Mahatma Education Society's</b>  <b>Pillai HOC College of Arts, Science and Commerce,</b>  <b>Rasayani</b>  <small>(Accredited By NAAC)</small>  <b>Internal Quality Assurance Cell</b>  <small>In association with</small>  <b>Heartfulness Institute</b>  <small>organizes</small>  <b>POISE (Pursuit Of Inner Self Excellence)</b>  <b>Date : 14<sup>th</sup> to 16<sup>th</sup> July, 2017</b>  <b>Resource Person:</b>  <b>1) Dr. Mohandas Hegde</b>  <b>2) Dr. Rajeshwari Hegde</b></p>	<p><b>PATRONS</b></p> <p><b>Dr. K.M. Vasudevan Pillai</b>  <small>• (Chairman and CEO, Mahatma Education Society)</small></p> <p><b>Dr. Daphne Pillai</b>  <small>• (Secretary, Mahatma Education Society)</small></p> <p><b>Dr. Priam Pillai</b>  <small>• (COO, Mahatma Education Society)</small></p> <p><b>Dr. Pranav Pillai</b>  <small>• (Deputy CEO, Mahatma Education Society)</small></p> <p><b>Dr. Lata Menon</b>  <small>• (Deputy CEO, Pillai HOC Educational Centre, Rasayani)</small>  <small>• (Principal, Pillai HOC College of Arts, Science and Commerce, Rasayani)</small></p> <p><b>ORGANIZING TEAM</b></p> <p><b>Convener</b> • <b>Ms. Swati Mishra</b></p>	<p><b>ABOUT MES</b></p> <p>Mahatma Education Society was established in 1979 with objective of spreading education for all. MES is an epitome of vision linked irrevocably to national goals. Born in a time when education was deemed a service, it set about bringing social and economic changes through proactive personal development of every child that came into its fold. The management of MES is headed by Dr. K. M. Vasudevan Pillai (Chairman and CEO) and Dr. Daphne Pillai (Secretary) with the team of experienced professionals from the field of education. Today, MES owns and manages 48 institutions from pre-primary to post graduation having more than 35 thousand students and 2000 teachers.</p> <p><b>ABOUT PHCASC</b></p> <p>Pillai HOC College of Arts, Science and Commerce, Rasayani is NAAC accredited institution and an affiliated college of Mumbai university. PHCASC, one of the reputed institutions of learning and wisdom was established in 2008 with the noble objective of providing fundamental learning and assuring higher education in the semi-urban area of Rasayani. The vision of the institution is to provide education for all irrespective of region, religion, caste, economic state and academic performance thereby becoming the real catalyst for change in society. Being guided by inspiring thoughts and encouraging words of the great visionary and CEO of MES Dr. K. M. Vasudevan Pillai, the institution caters to about 1600 plus students in various disciplines of undergraduates and post graduates programs.</p>
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<p><b>Objectives</b></p> <ul style="list-style-type: none"> <li>• To learn about and identify opportunities for self-excellence</li> <li>• Implement the good practices learnt in respective classrooms and day to day activities.</li> <li>• To facilitate self-introspection among the teachers.</li> <li>• To support them in pursuit of quality education.</li> <li>• To enhance effectiveness, innovation and spirituality in the teaching pedagogy followed.</li> </ul>	<p><b>Activities</b></p> <ul style="list-style-type: none"> <li>• Meditation sessions,</li> <li>• Presentations</li> <li>• Discussions</li> <li>• Team-activities</li> <li>• Display of videos.</li> </ul>	<p><b>Registration</b></p> <p><b>Contact Details:</b></p> <p>1) Swati Mishra: 8454843607          2) Shweta Roy Choudhary: 9773052850</p>
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## List of Participants - POISE

SR.NO	NAME OF THE FACULTY
1	DR. LATA MENON
2	MR. BINIT KUMAR
3	MR. SUJITH BABU
4	MS. SWATI MISHRA
5	DR. JAYANTA KUMAR BEHERA
6	DR. KETAN PATIL
7	MS. PRAJAKTA SHIRKE
8	MR. SHRAVAN KAMBLE
9	MR. SWAPNIL PATIL
10	MS. PRIYANKA SORTE
11	MR. RAVINDRA MHATRE
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13	MS. NEETHUMOL K G
14	MS. BABITHA KURUP
15	MR. DEEPESH JAGDALE
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22	MS. KALAVATI UPADHYAY
23	MS. SWETA ROY CHOUDHURY
24	MS. TEENA ZACHARIA
25	MS. SINDHUJA JOSHI
26	MR. HARDIK DAVE
27	MS. DISHA CHOTALIYA
28	MR. PRATHAMESH GOKHALE
29	MS. SHREEJA JOJI

# Soft skill development

Mahatma Education Society's  
Pillai HOC College of Arts, Science and Commerce  
Rasayani

## Report on Training Programme – 2017

Digital learning technologies can enable students to grasp concepts more quickly and fully, to connect theory and application more adeptly, and to engage in learning more readily, while also improving instructional techniques, leveraging instructor time, and facilitating the widespread sharing of knowledge. Digital technologies will enable this in new and better ways and create possibilities beyond the limits of our current imagination. Developing presentation skills in the classroom is important for improving communication skills and for creating positive learning experiences. In Tools and Presentation Skills' on 5<sup>th</sup> and 6<sup>th</sup> of June, 2017 at Pillai Arts, Commerce and Science, Panvel.

The first day of the training programme was entirely devoted to hands-on training session, under the able and efficient guidance of Prof. Gupteshwar Rao, an educator and motivator with umpteen teaching experience. He is an ardent user of internet and keen on the global ways of teaching/learning that pave the way to best practices in education. He has attended most of the Web Seminars & virtual conferences presented all across the globe. He is the author of very popular and well accepted book on digital tools named 'Empowering Tools for Today's Educators'. He offered training sessions and assisted in familiarising with on teaching aid websites and their installation like professor word to understand meaning of words in the webpage, scribble tool bar to edit and share the webpage through mails, or other internet facilities to colleagues. He also introduced us to websites like 'vocaroo' and 'dictation.io' for voice recording or note preparations online. He also gave description on power point websites (findpdf.com), visual dictionary online.com and popplets.com for flow chart preparations. The entire session was very informative and interesting, as talks and presentation in the forenoon session was followed by this lesson, we will explore effective presentation skills and why they are important for students to learn. Taking both the factors into consideration and realising its importance in today's educational system, Mahatma Education Society organized a training

programme on 'Digital hand-on training sessions in the afternoon by Mr. Rao in a well organised method.

The second day started off with Mr. Rao presenting us the information on most useable and modern digital tools and websites to better teaching and learning skills. His talk was followed by a seminar on 'Presentation Skills, by Mr. Koka Prasad, a well reputed leadership and Communications Skills Coach. A highly sought-after award-winning presenter and speaker for all occasions, Mr. Prasad teaches and conducts communication and leadership workshops all around the world. He is the first person from the State of Qatar to reach the semi-finals of the World Championship on public speaking five times. Mr. Prasad began his session with the importance of realising leadership skills in oneself and how vital it is to be a leader in our own life. He also emphasised on the developing public speaking skills overcoming our stage fear to become leaders. He also stressed on the need to connect with fellow human beings in this world consumed by technology. Mr. Prasad used the term 'phubbing' where one avoids conversations with the person beside us to browse, and give priority to chat or text message using cell phones, to explain relationships in today's digitalised world without human touch. He quoted the words "Be the change" and pointed on giving importance to five C's of life- Creativity, Communication, Collaboration, Critical thinking and Computational skills. The session ended with the speaker narrating the same speech he delivered to win third place in world championships of public speaking, which was indeed a pleasure to listen to.

Participants on completion of Workshop.....



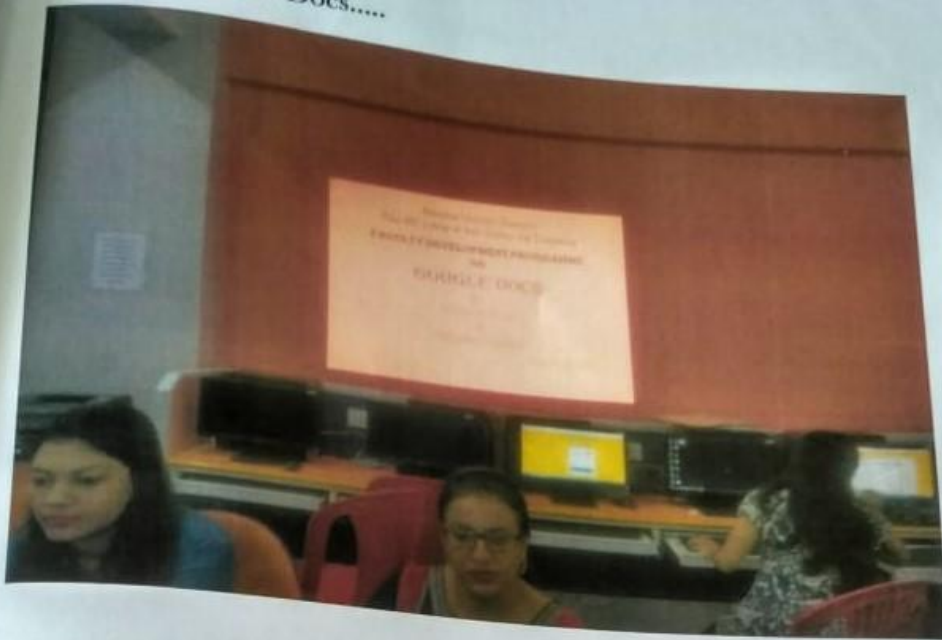
**Report on Teaching Session on Google Docs and Apps – 2017**

Google docs and apps are all part of free, web-based software office suite offered by Google within its Google Drive Services. It's no secret that Google Docs has made teachers more effective at teaching writing. Education edition of Google Apps is equipped with all necessary tools for communication, collaboration, documentation, and storage, sharing, learning and high security. Recognising the vital role these tools can play to improve teacher-student our institution decided to organise a teaching and hands on training session on 'Google Docs and Apps' for all the faculty on 19<sup>th</sup> June, 2017. The session started off with basic concepts like opening the google sheet, working on spread sheets and preparing slides as teaching aids.

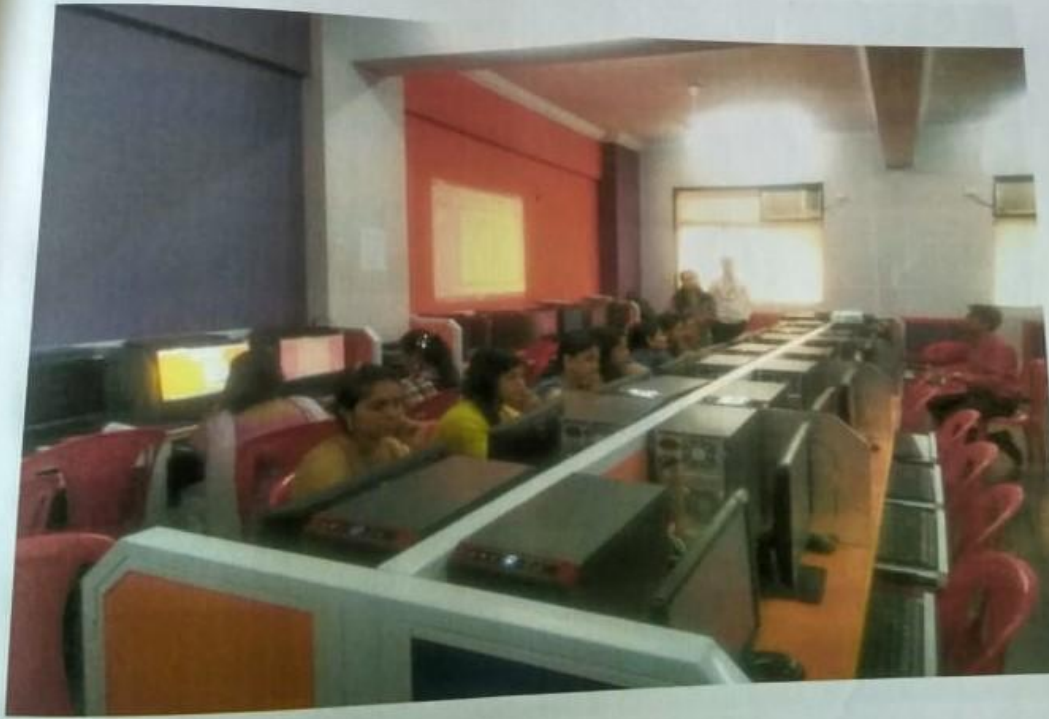
The concepts and hands on training were given to the faculty primarily to share ideas with students. Google Docs and Apps are user friendly suite of online collaborative tools that come with tremendous potential for use in the class rooms. One of the most powerful features of google docs and apps is that we can share and collaborate on documents and study notes with students. The program allows the user to create notes and teaching files online while collaborating with others user in real time that helped better teaching standards. Edits are tracked by teachers or any users with a revision history and present changes in the documents. An editors position is highlighted and updates introduced will include features like 'Explore', which offer search results based on the contents of the documents, answers based on natural language question in the spreadsheet and dynamic design suggestion based on contents of slideshow along with 'Action Items' allowing user to assign task to others.

Sharing with students is relatively easy as simple methodology of clicking share button and input of email address for those who want to collaborate with the specific documents. Select if you want one to able to 'Edit', 'Comment' or 'View' and click 'Send' option. 50 people can edit document at once if given editing privileges. Another unique feature of google docs and Apps users do not need an account to see what you are sharing. Sharing can be done either with a gmail account or with a link. The session was highly productive as faculty were provided with an opportunity to get much needed information on google docs and apps which assist teaching methods in classrooms and make it more interesting.

Session on Google Docs.....



Following the Instructions.....



## List of Participants-Soft Skill Development

SR.NO	NAME OF THE FACULTY
1	DR. LATA MENON
2	MR. BINIT KUMAR
3	MR. AMAR MANE
4	MR. SUJITH BABU
5	MS. SWATI MISHRA
6	MS. DISHA CHOTALIYA
7	MR. PRATHAMESH GOKHALE
8	DR. JAYANTA KUMAR BEHERA
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29	MS. TEENA ZACHARIA
30	MS. SINDHUJA JOSHI
31	MR. HARDIK DAVE

# **Medical Camp**

**Mahatma Education Society's  
Pillai HOC College of Arts, Science & Commerce,  
Rasayani**

## **Report of the Medical Check Up Camp Organised by PHCASC in association with Lion's Club**

The NSS unit of PHCASC in collaboration with the Lion's Club of Navi Mumbai (Champions) had organised a free Health Check Up Camp on 24<sup>th</sup> February, 2018 at Pillai HOC College of Arts, Science & Commerce campus.

In all around 10 Doctors were summoned from the prestigious Apollo Hospital, Vashi. The Health Check Up Camp was inaugurated by Dr. Lata Menon, Principal, PHCASC at 10:30 am. The teaching and non-teaching fraternity too joined their hands to be the part of the noble cause.

The agenda of the Check up included the list of the following facilities:-

1. Height Weight BMI
2. B.P Check up
3. Random Blood Sugar (RBS)
4. Eye Check up
5. Lady Doctor Consultation
6. Bone Mass Density
7. Dentist

Around 150 participants were part of this occasion. The volunteers from student community were of great help in maintaining discipline throughout the course of the activity. The activity culminated by 2:30 pm.



## List of Participants-Medical Camp

Sr. No.	NAME OF THE STAFF
1	DR. LATA MENON
2	MR. BINIT KUMAR
3	MR. AMAR MANE
4	MR. SUJITH BABU
5	MS. SWATI MISHRA
6	MS. DISHA CHOTALIYA
7	MR. PRATHAMESH GOKHALE
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# **World Literacy Day**

**Mahatma Education Society's**

**Pillai HOC College of Arts, Science and Commerce**

**Rasayani**

## **Report on World Literacy Day Celebrations**

World literacy day was celebrated on 9th September, 2017. The theme of the celebrations was 'Literacies for the 21st Century' to promote global literacy. Based on the idea, the entire faculty and the students of our institution taught basic reading and writing skills to house-keeping staff. The intent was to create the awareness and relevance of primary education among various strata of our society on the basic subjects like Mathematics and English. The day is celebrated specially to remember the status of literacy and adult education to the international community. International Literacy Day shines a spotlight on global literacy needs, which goes hand in hand with the mission 'literacy for everyone, everywhere'. ILD and every day advocate for a literate world, support literacy educators and leaders, and celebrate the power of literacy.

Our teaching staff took the initiative to celebrate the International Literacy Day by imparting basic knowledge and ideas to our house keeping staff to make them realize the power of education. This was also intended to promote the human attention towards literacy and know their rights for social and human development. Basic idea of this activity was to uphold the thought that literacy is as important as food to be alive and successful. It is necessary to eradicate poverty, lower child mortality, control population growth, attain gender equality, etc. Literacy has the ability to raise the family status and hence the country status. It is celebrated to encourage the people towards getting continuous education and understand their responsibilities for the family, society and the country. Our institution celebrated literacy day by providing basic ideas of reading and writing to our house keeping staff to inculcate its importance not only in them but also for the next generation. The idea was to inspire and create awareness among one and all, the

importance of being literate. The event was a great success and the day was very fulfilling and memorable.

## List of Participants-World Literacy Day

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1	DR. LATA MENON
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