



Estd.2006

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DRONACHARYA POST GRADUATE COLLEGE OF EDUCATION, RAIT

(‘NAAC’ ACCREDITED - GRADE ‘B’)

“ Where knowledge is Created, not Just Communicated ”



REPORT ON

TWO DAY ORIENTATION CUM WORKSHOP

A CAPACITY BUILDING PROGRAMME IQAC & ASSESSMENT & ACCREDITATION (NAAC) FOR QUALITY AND EXCELLENCE IN HIGHER EDUCATION

(12th –13th August, 2022)

'FRONTIERS'

**Prepared by:
Mrs. Shikha Koundal
Ms. Indu Sharma**

DRONACHARYA POST GRADUATE COLLEGE OF EDUCATION

"Where knowledge is Created, not Just Communicated."

VISION

Dronacharya envisions to nurture and train pupil-teachers with ethical values, vibrant knowledge and professional skills, so that they become a useful instrument in the national development and peace.

MISSION

Total commitment to excellence in education and research with holistic concern for quality of life, environment and ethics, To engender this, Dronacharya has a passionate, enthusiastic, innovative and dynamic work force where individual has been chosen on the basis of his/her talent and aptitude irrespective of age & designation.

Two Day Capacity Building Programme

(12THAUGUST, 2022 to 13THAUGUST, 2022)

Venue: -B.Ed. seminar hall

Internal Quality Assurance Cell of Dronacharya PG College of Education, Rait is organized two - day workshop on A Capacity Building Programme IQAC & Assessment & Accreditation (NAAC) For Quality And Excellence In Higher Education Two-day Orientation cum workshop 'FRONTIERS' or is expected to cover the seven Criteria of NAAC and White Paper on Assessment and Accreditation of Higher Education Institutions .

Objectives of the Workshop:

- To educate and train faculties of colleges about NAAC new guidelines
- To upgrade about various Criteria and new metrics formed by NAAC.
- To share best practices that can be used for institutional development
- To Interact with various experts and resolve the problems facing during NAAC Accreditation process
- To upgrade about the **White Paper** on Assessment & Accreditation in Higher Education in India

Content

1. NAAC Criteria
2. White Paper on Assessment and Accreditation of Higher Education Institutions

Session

1. Theory

Resource Person

1. Asst. Prof. Anita Chandel
2. Asst. Prof. Anish Korla



DRONACHARYA PG COLLEGE OF EDUCATION, RAIT
INTERNAL QUALITY ASSURANCE Cell
Organises
FRONTIERS

'Capacity Building Programme'

12th & 13th August, 2022

PROGRAMME LAYOUT

Day-1(12th August, 2022)

S. NO.	ACTIVITY	CHIEF GUEST /RESOURCE PERSON	DURATION
1.	Stage Host	Dr. Kanika Kapoor	10:30AM-10:35AM
2.	Lighting of the lamp ceremony	All Dignitaries	10:35AM-10:38AM
3.	Floral Welcome of the Chief Guest & Badge Ceremony	Sh. G.S. Pathania & Dr. B.S. Pathania	10:38AM-10:40AM
4.	Welcome Address	Sh. Sumit Sharma(HOD,B.Ed.)	10:40AM-10:42AM
5.	Introduction of the Event	Sh. Anish Korla	10:42AM- 10:45 AM
6.	Commencement of Technical Session-1	Ms. Anita Chandel & Sh. Anish Korla (Orientation about NAAC, IQAC and White paper)	10:45AM-12:00PM
TEA BREAK			12:00PM-12:15PM
7.	Technical Session-2	Sh. Sachin Pagrotra & Ms. Anita Chandel (NAAC Criteria -1 & 2)	12:15PM- 01:30PM
LUNCH BREAK			01:30PM-02:15PM
8.	Technical Session-3	Sh. Anish Korla & Sh. Sachin Pagrotra (NAAC Criteria -2 & 3)	02:15PM-03:15PM
9.	Faculty Queries	Ms. Anita Chandel,Sh. Anish Korla & Sh. Sachin Pagrotra	03:15PM-03:35PM
10.	Vote of Thanks	Dr. Kanika Kapoor	03:35PM-03:40PM



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INTERNAL QUALITY ASSURANCE Cell


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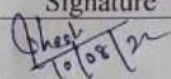
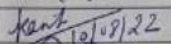





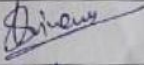


PROGRAMME LAYOUT

Day 2(13th August, 2022)

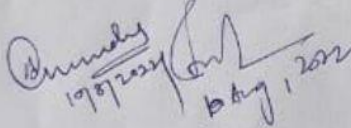
S. NO.	ACTIVITY	CHIEF GUEST /RESOURCE PERSON	DURATION
1.	Commencement of Technical Session-4	Ms. Anita Chandel & Sh. Anish Korla (NAAC Criteria -4 & 5)	10:45AM-12:00PM
	TEA BREAK		12:00PM-12:15PM
2.	Technical Session-5	Sh. Sachin Pagrotra & Ms. Anita Chandel (NAAC Criteria -6 & 7)	12:15PM-01:30PM
	LUNCH BREAK		01:30PM-02:15PM
3.	Faculty Queries	Ms. Anita Chandel, Sh. Anish Korla & Sh. Sachin Pagrotra	02:15PM- 02:40PM
6.	Feedback	Ms. Poonam Manhas & Ms. Anuradha	02:40PM till Collection
7.	Vote of Thanks	Mr. Abhishek Sharma 	02:40PM-02:45PM
8.	Group Photograph		

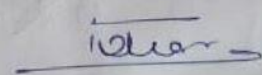
Circular

All the faculty members of B.Ed. & M.Ed. are informed that a two day 'Capacity Building Programme' on 'NAAC' is scheduled by College IQAC on 12th & 13th August, 2022. All faculty members are requested to go through the allotted criterion to make this orientation programme outcome based. The basic motto behind this programme is to make all faculty members aware of NAAC accreditation process and requisites to complete the NAAC process. The faculty members are requested to contribute in the below mentioned committees to make this event successful-

S.No.	Committee/Activity	Faculty contribution	Signature
1.	Seating Arrangement	Mr. Shashi & Mr. Amit Sharma	
2.	Stage host	Dr. Kanika Kapoor	
3.	Venue Decoration ,Badge ceremony & Bouquet Preparation(02)	Ms. Shalini Sharma & Ms. Parul Sharma	
4.	Rapporteurs	Ms. Indu Sharma & Ms. Shikha Koundal	
5.	Feedback	Ms. Poonam Manhas & Ms. Anuradha	
6.	P.A. system & other technical arrangement	Mr. Kuber Rana	
7.	News(Hindi)	Mr. Abhishek Sharma	
8.	News(English)	Ms. Shivani	
9.	Refreshment	Dr. Ashwani Kumar	
10.	Photography	Sh. Balsher	

Date:10/8/22


10/8/2022
10 Aug, 2022



**TWO-DAY ORIENTATION CUM WORKSHOP
ON
A CAPACITY BUILDING PROGRAMME IQAC & ASSESSMENT &
ACCREDITATION (NAAC) FOR QUALITY AND EXCELLENCE IN
HIGHER EDUCATION**

'FRONTIERS'

(12th-13th August, 2022)

Day-1

Inaugural Session:

A Faculty Development programme (FDP) on a capacity building programme IQAC & assessment & accreditation (NAAC) for quality and excellence in higher education was held on 12th to 13th August, 2022 with the theme of 'FRONTIERS.' With an objective to educate and train faculties of colleges about NAAC new guidelines & upgrade about various Criteria and new metrics formed by NAAC which they have to field while submitting SSR also to share best practices that can be used for institutional development & provide a platform for interacting with experts and discuss the problems and their solution for overall functioning and accreditation process of the institution. The session begins with chanting of goddess saraswati mantras, during which managing director executive director and the entire resource person lightened the lamp in front of goddess saraswati.



***Lightening of the lamp by Managing Director Mr.G.S.Pathania& Executive Director Mr. B.S.
Pathania***

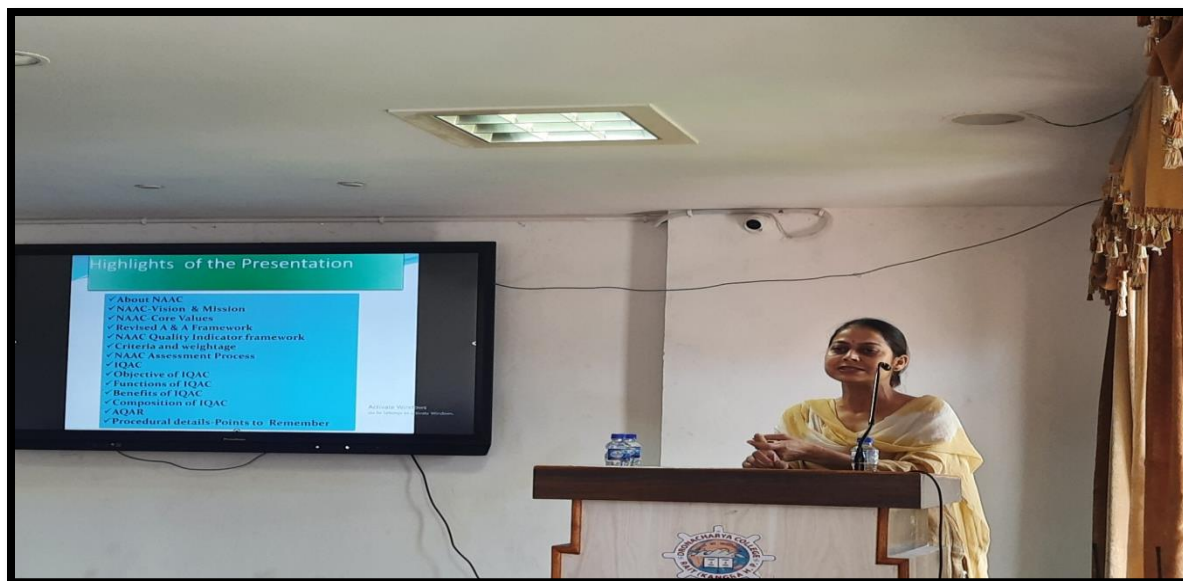
The 1st technical session has begun by Mr. Anish Korla, IQAC Assistant Coordinator, he explains how IQAC can be the nerve centre of an institution, and is attributed with the presence of members who constitute the 'think tank' of the institution. The IQAC is responsible for all 'Quality Assurance' giving attention to every stage of educational processes and support systems in colleges, to achieve and maintain a desired level of quality in service and 'product' – the student. He said it needs to be clarified that though the term 'Quality Assurance' (QA) is included in IQAC, we must not neglect Quality Control (QC).

He also explained White Paper on Assessment and Accreditation of Higher Education Institutions. This whitepaper is an attempt to critically evaluate the existing system and practices of the assessment and accreditation of Higher Education Institutions (HEIs) in India. The current practices based on principles formulated thirty years ago need to be aligned to the evolving concepts of learning and education, as well as the rapidly changing technology and knowledge landscape. Modern education systems globally are being redesigned with more emphasis on trans-disciplinary and multi-disciplinary perspectives, inquiry, critical thinking, and problem-solving, oriented towards the greater good of the individual and the collective, going beyond employability. A primary focus of the whitepaper is on raising the bar of quality education and the spirit of continuous reflective striving toward greater excellence as an important function of the accreditation, beyond merely monitoring. For this, the basic objectives of education and of the assessment of its outcomes must get aligned to the spirit of the National Education Policy (NEP) 2020 and Sustainable Development Goals 2030, which can be unified by formulating the ultimate purpose of education in terms of the well-being of the individual, society, nation, the human species, and the planet with all its creatures. At the heart of the proposals in this paper is that idea of well-being.



Mr Anish Korla

In the second session Mrs. Anita Chandel explained about NAAC, its vision, mission, objectives, functions and benefits of IQAC. She highlighted about criterion –I & II where she covered about Curricular Aspects and Teaching Learning and Evaluation, she elaborated the curricular aspect strategies to achieve good score where she said for achieving this it need to set a goal and before that go through NAAC manual understand it thoroughly and even read SSR of few colleges for reference and make your strategies according to your conveyance draft rough SSR and go for mock. Some major requirement he highlighted for achieving this are: • Team work • Enthusiasm- High energy levels • Hard work and smart work • Documents collection and its proper recording • Warrior mindset and not a worrier mindset • Positive attitude towards NAAC accreditation • Motivation and activation of all the stakeholders Apart from this she explain the various metrics of Criterion – I & II where he mention about departmental documentation in which he covered following points 1. Teacher profile (CVs of all teachers) file 2. Academic calendar 3. Workload file 4. Time tables and monthly teaching schedule file 5. Teachers' diary 6. Teaching plan and Implementation plan file 7. Work distribution (curricular, co-curricular and extra-curricular file 8. Course outcomes and Programme outcomes file 9. Result analysis file 10. Students projects file 11. Value added/career-oriented courses file 12. Students major achievements file 13. Meetings and minutes file 14. Feedback on syllabus



Mrs. Anita Chandel highlights the points of Capacity Building Programme

On second day 13th August, 2022 Capacity Building Programme was initiated by Asst. Prof. Anish Korla. He discussed some key indicators of second criteria such as teaching-learning process, competency and skill development. After that, Asst. Prof. Anita Chandel explained Criteria III-Research and Outreach Activities, Criteria-IV-Infrastructure and Learning Resources, Criteria-V-Student Support and Progression, Criteria-VI-Governance, Leadership and Management and Criteria-VII-Institutional Values and Best Practices. In 3rd criteria, she focused on key indicators such as Resource Mobilization for Research, Research Publications, Outreach Activities, Collaboration and Linkages. In 4th criteria, she explained various points Like Physical Facilities, Library as a Learning Resource, ICT Infrastructure, Maintenance of Campus and Infrastructure. In 5th criteria, she covered important key points namely Student Support, Student Progression, Student Participation in Activities, Alumni Engagement. In 6th criteria, she elaborated the key indicators such as Institutional Vision and Leadership, Strategy Development and Deployment, Faculty Empowerment Strategies, Financial Management and Resource Mobilization, Internal Quality Assurance System. In 7th criteria, she mainly explained about Institutional Values and Social Responsibilities, Best Practices, Institutional Distinctiveness. Queries and doubts of faculty members related to their concerned criteria were resolved by resource person. Asst. Prof. Abhishek Kumar proposed a vote of thanks to Managing Director Sh.G.S.Pathania, Executive Director Dr.B.S.Pathania, Principal Dr.Parveen Kumar Sharma, Resource Person-cum-IQAC Coordinator Mrs. Anita Chandel and Asst. Coordinator Mr. Anish Korla and all the faculty members for participating in two day capacity building programme and making this programme a successful one. Programme ended with a group photograph.

GLIMPSE OF THE EVENT



Resource Person Mr. Anish Korla explains about White Paper on Assessment and Accreditation of Higher Education Institutions to faculty members



Group photograph of all faculty members



LIST OF PARTICIPANTS FOR TWO-DAY WORKSHOP

12/08/2022 – 13/08/2022

S. No	Name of Participants	Designation	Name of college
1	DR. Parveen Kumar Sharma	Principal	Dronacharya Post Graduate College Of Education
2	Mr. Sumit Sharma	Assistant Professor	Dronacharya Post Graduate College Of Education
3	Mrs Anita Chandel	Assistant Professor	Dronacharya Post Graduate College Of Education
4	Mr. Anish Korla	Assistant Professor	Dronacharya Post Graduate College Of Education
5	Mrs Shikha Koundal	Assistant Professor	Dronacharya Post Graduate College Of Education

6	Ms. Indu Sharma	Assistant Professor	Dronacharya Post Graduate College Of Education
7	Mr. Amit	Assistant Professor	Dronacharya Post Graduate College Of Education
8	Mr. Abhishek	Assistant Professor	Dronacharya Post Graduate College Of Education
9	Dr. Kanika	Assistant Professor	Dronacharya Post Graduate College Of Education
10.	Mrs. Poonam Manhas	Assistant Professor	Dronacharya Post Graduate College Of Education
11.	Mr. Shashi	Assistant Professor	Dronacharya Post Graduate College Of Education
12.	Mrs Shalini	Assistant Professor	Dronacharya Post Graduate College Of Education
13	Ms Shivani	Assistant Professor	Dronacharya Post Graduate College Of Education
14	Mrs Parul	Assistant Professor	Dronacharya Post Graduate College Of Education
15	Mrs Anuradha	Assistant Professor	Dronacharya Post Graduate College Of Education
16	Dr. Ashwani Kumar	Assistant Professor	Dronacharya Post Graduate College Of Education

OUTCOMES OF THE WORKSHOP

The following are the outcomes of the Workshop:

- Participants acquired intensive understanding on NAAC.
- Workshop has played a significant role in the capacity building of the College faculty and participants.
- Workshop has developed clear idea about the 7 criteria of NAAC.
- To enable to summarize the results in a meaningful and convenient form.
- Participants deeply understand the function of IQAC and NAAC
- Participants are familiar with the best practices that can be used for institutional development
- Workshop has developed clear idea about **White** Paper on Assessment & Accreditation in Higher Education in India

Suggestions

- More participation can be ensured.
- During session brainstorming session should be there.
- Some discussions could be more detailed
- Kindly organize these types of workshops at state level / Regional level.

Expenditure -

The IQAC organized Faculty Development Programme on 12 or 13th August 2022. The estimated budget for the workshop was 3500/-. Total expenditure 3300 for the workshop is as the following:-

S.No	Items	Quantity	Rs.
1	Bouquet, Batches, Oil	4+6+1	400
2	Water bottle	100	1000
3	Tea	40	600
4	Biscuit	06	300
5	Cold drink	05	400
6	Samosa	40	600
Total			3300

FEEDBACK FORM

DRONACHARYA PG COLLEGE OF EDUCATION. **RAIT**

(Where knowledge is created not just communicated)

‘FRONTIERS’

**Two-Day A Capacity Building Programme on
IQAC & Assessment & Accreditation (NAAC) For Quality & Excellence In
Higher Education
(12-13 August 2022)**

FEEDBACK FORM

1.What were the major takeaways for you from the two-day capacity development programme?

2.How will you implement your learning from the capacity building programme?

3. How relevant was the capacity building programme on IQAC ?

4. Rate the overall presentations in two days capacity building programme for faculty : Poor / **Below Average** / **Average** / **Good** / **Excellent** ()

5. Rate the two day capacity building programme for faculty in terms of usefulness and effectiveness? (On a scale of 1 to 5, 1 being lowest): Write your rating

6. How do you rate the deliberations in panel discussion? (**Below Average / Average / Good / Excellent**). Put a tick mark.

7. Have you gained knowledge & developed competency on AQACR (NAAC)?

8. Give constructive suggestions for improvement. _____

IQAC – Towards Hallmark of Excellence