

## “Teaching Administration Quality Enhancement”

### Faculty Development Programme

by Dr. Prajakta Baste, Principal, MVP Samaj's College of Architecture, Nashik

**Date: Friday, August 4<sup>th</sup>, 2023, 10:00-12:00 hrs**

### Brief introduction to the expert:

#### Dr. Prajakta Baste

Dr. Prajakta Baste, is a Principal, MVP Samaj's College of Architecture, Nashik. She has led her team for successful completion of NAAC accreditation with A Grade in year 2023. She has graduated from Sir. J.J. College of Architecture in 1994. She has done her M. Arch. in Environmental Landscape from Premier University – Centre for Environmental Planning and Technology – CEPT Ahmedabad, and pursued her Doctoral Studies in the same university in the subject of 'Water A Natural Resource and its relation with Human Settlements'. She has a vast span of experience of working on Architectural projects ranging from Residential, Commercial, Public, Religious and Institutional category. Practicing as a Landscape architect, she has worked for various landscape projects in and around Nashik. After completion of Ph.D in 2014, she is contributing in the work for Pollution Abatement of River Godavari in Nashik. She is appointed as an expert by the Mumbai High court on the committee appointed for reducing the pollution of River Godavari and developing it environmentally.

### Faculty coordinator:

Ar. Shraddha Manjrekar (IQAC Coordinator)

### Faculties attending at the FDP:

Dr. Poorva Keskar, Ar. Manali Deshmukh, Ar. Nalini Naiknimbalkar, Ar. Shraddha Manjrekar, Ar. Abhang Kamble, Dr. Vaidehi Lavand, Ar. Sudhir Deshpande, Ar. Sharduli Joshi, Ar. Akshay Gandhi, Ar. Ramiya Gopalakrishnan, Ar. Ninad Revatkar, Ar. Girija Indulkar, Ar. Vinita Lulla, Ar. Jayaalaxmi Deshmukh, Ar. Farhana Kapadia, Ar. Ketaki Pednekar, Ar. Shreya Shirsath ,  
Er. Gurudatta Ingale

### Admin staff attending

Rupali Dhanwade, Medha Dev, Sukhada Bahulkar, Chandan Chougule, Nima Jagtap, Mahesh Pardesi, Aditi Joshi, Mushtaq Shekh, Sagar Nangre

### Aim of the FDP:

Orientation on standard practices of documentation of Course Outcomes and Program Outcomes

### Brief about the FDP:

This FDP was organized as a knowledge sharing activity between MVP Samaj's College of Architecture, Nashik and SMEF's Brick school of architecture Pune, in accordance with the MoU signed between the two institutes in June 2022. Both the institutes have agreed to share the experiences and knowledge for quality improvisation under this MoU.

The teaching and learning methods at Brick School of Architecture have always adopted innovative methods. However, there was a need to get orientation on right way of administrating and documenting the whole process. Dr. Prajakta Baste is a well experienced academician. Along with her innovative pedagogies, she has devised a number of systems for teaching administration at her institute. These systems have helped her institute to secure the high grades under NAAC accreditation. She oriented the faculty of Brick school of architecture on her overall experience about NAAC on every criterion. In addition to this following point were guided by her.

1. **Certificate courses-** The courses with 30 hrs duration with set objectives, coursework, assignments, attendance (with students' signatures) and assessment can go under certificate courses. If the institutes are doing these courses, the faculty are advised to document the courses in these lines. If some faculty work on developing such courses, they can get it approved from the University.
2. **Mentor Mentee Program-** The Mentor mentee program should be documented with evidences of a complete cycle of the process. It starts from the identification of the slow learners and proceeds through assignment of mentor, the whole mentorship program and finally the positive changes in the academic performance of the slow learners. The attendance and work performance of such students are the indicators for whole mentorship program. Every communication done with the students should be kept as record for this process.
3. **Opting Out the criteria-** The institutes have choice to opt out the criteria. They can thoughtfully take the decision on this. For instance, the number of PhD. Candidates, or UGC care listed journals, etc.
4. **Infrastructure-** The contracts with the vendors, who provide, install and maintain the physical and IT infrastructure in the campus, should be documented well. There should by SOP of working on every place and machine, including but not limited to procurement of furniture, computers, electrical installations, laboratory equipment, solid waste management system, etc. The audits and audit reports on these systems are very important part of systematic records of the infrastructure management.
5. **Library-** The log of library and faculty and students' regular visits should be maintained well by the library committee. The online reference system, where students refer to the online sources of library should also be documented well. She suggested archival system "D-Space" for library.
6. **CO-PO attainment-** Teaching plan is the starting point of CO-PO attainment. Blooms taxonomy is a good reference standard to map the course outcomes. As per this taxonomy for any course the learning outcomes can be generalized. With every teaching activity there is an attached learning outcome. The distribution of the learning outcomes can be different across the courses, but every input, assignment or hands-on- activity can be linked with one of the learning outcomes. All the CO collectively contribute towards Program Outcome (PO). Hence the it is important to link the COs with the PO.

She oriented the faculty on the detailed planning, mapping and calculation part of CO-PO with the help of the standardized templates.

Welcome poster



**WELCOME**



**Dr. Prajakta Baste**

**Principal**

MVP Samaj's College of Architecture, Nashik

Date: Aug 4<sup>th</sup> 2023

Venue: SMEF's Brick Group of Institutes, Undri, Pune

## Photographs of the Program



