



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		MONTGOMERY GURU NANAK COLLEGE OF EDUCATION, ADARSH NAGAR, JALANDHAR
Name of the head of the Institution		MRS NEELU JHANJI
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01812201883
Mobile no.		9915142889
Registered Email		mgncollege@yahoo.co.in
Alternate Email		mgncollegeedu@gmail.com
Address		Adarsh Nagar, Jalandhar
City/Town		Jalandhar
State/UT		Punjab
Pincode		144008

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr Radha Arora
Phone no/Alternate Phone no.	01812201883
Mobile no.	9646711883
Registered Email	mgniqac@mgncollege.org
Alternate Email	mgncollegeedu@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.mgncollege.org/AO_AR1617.htm 1
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.mgncollege.org/contentUploadFiles/contentFiles/2017-18/academic%20calendar%2017-18.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	82	2006	02-Feb-2006	01-Feb-2011

6. Date of Establishment of IQAC	04-Aug-2008
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
AISHE	03-Mar-2018 1	0
Regular Meeting of IQAC	07-Jul-2017 1	11
Regular Meeting of IQAC	29-Sep-2017 1	12
Regular Meeting of IQAC	11-Jan-2018 1	11
Regular Meeting of IQAC	26-Mar-2018 1	11
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Documentation of various activities 2. Feedback from stake holders viz. students, parents, Alumni ,practicing schools. 3. Dissemination of information through media 4. Conducting Extension Lectures 5. Infrastructural Improvement

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
The Academic Calendar of the current year	The academic of the current year is uploaded on website
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College academic advisory body	17-May-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

03-Mar-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Institution is having functional website where all the important information is being displayed. We have online admission system. Compilation of result is done by using ICT. We have automated administrative office and Library.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Our college is affiliated to Guru Nanak Dev University, Amritsar. The college is running regular face to face B.Ed. and M.Ed. programme, the curriculum of which is designed by the University. The college has its own curricular objectives and for the implementation of planned curriculum, the college prepares academic calendar in accordance with the schedule provided by the University. To ensure the effective delivery of the curriculum, academic calendar is designed for quality action which includes plan for curricular and

co-curricular activities to focus on infusing the values of hard work, sincerity, commitment, making techno-savvy and aware regarding social and national issues and concerns. The brochure of the college mentions the semester specific syllabus, code of conduct for the students, evaluation procedure and the weight-age of marks for both the programmes. Class-wise schedule is drafted and finalized well before the commencement of semester. The subjects are allotted to the faculty after careful consideration of the qualification, subject specialisation and experience. Orientation Programme for both courses is conducted before the commencement of the classroom teaching. For the overall development of the students, the college plan beforehand the curricular activities, inter house competitions in Blackboard writing, PowerPoint Presentation, Teaching aids preparation, Thematic Display Board preparation etc. Students are actively involved as office bearers and members in various clubs, cells and committees of the college. The evaluation is done by conducting unit and house tests after completion of the proposed syllabus. Classroom teaching is supplemented with seminars, workshops, special lectures, group discussions, projects, group assignments, term papers, educational tours, field trip, industry visits for effective delivery of the curriculum. The minimum number of working days as stipulated by the university is being adhered to each year. College appropriately maintains record of the regular attendance, award lists, sessional work and progress of the students. The college encourages faculty members to attend orientation/ refresher courses, workshops and presentation of papers at seminars conducted by the colleges and universities for updating the knowledge regarding the curriculum. All objectives adopted by the institution in totality make Pupil Teachers an employable community.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	0

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	School Internship and subject specific Projects	95
MEd	Subject specific Projects	19
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Institution has an effective mechanism for feedback analysis. Institution collects feedback from the students, alumni members, faculty, Academic peers other stakeholders with reference to the curriculum. A feedback committee works under the headship of the senior most teachers which designs and prepares the feedback proforma. Feedback from the students is being collected regarding teaching, learning and evaluation of the curriculum. Feedback Proforma is given to the student teachers after the completion of the course and which they have to fill confidentially. The analysis from the feedback is used to review and identify the areas for improvement. Faculty feedback is taken which they received from the students in their routine classes, informal meetings and tutorial groups regarding participation in various activities during the discussions held in regular staff meetings. In order to get feedback from the Principals of the practicing schools, feedback proforma is given to them to fill their observations regarding the skills demonstrated by the pupil teacher during the school internship. Alumni association of the college arranges meetings from time to time to get feedback from old students for monitoring academic programmes and student services. Feedback from staff members and class representatives is taken from time to time to discuss planning and incorporation of their ideas in the curriculum. Feedback from parents is obtained through informal parent-teacher interactions during admissions, college functions/ events. Analysis of the University Final Examinations results is used as reflective indicator of the strengths and weaknesses of the courses and curricula. The analysis is duly discussed in faculty meetings, suggestions are invited and given due consideration. The feedback obtained from different sources is collected, properly documented and analyzed by the committee.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Education	100	93	93
MEd	Education	50	13	13
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	188	32	13	0	11

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
26	24	246	2	1	11

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

In our institution, mentoring system is practiced for establishing a better and effective relationship between students and teachers and also continuously monitor, council and guide students for educational and personal pursuits. Teachers work as mentors for the students allotted to them. The students share, discuss and reflect their academic and other issues with them. Mentors offer guidance and counselling as and when the students required. It is the practice of mentors to meet students individually or in groups. In isolated cases parents are called for counselling and their special meeting with the principal at the suggestion of the mentor is being arranged. If a student is identified as having weakness in particular subject, it is duty of the mentor to appraise the concerned subject teacher. Meetings are arranged by the mentors for their mentee in each semester on regular basis. The IQAC has taken the initiative of implementing the mentoring of students. It organized various student enrichment programmes in the form of guest lectures, seminars and workshops to update students regarding the current trends in the field of education. This system has been useful in identifying slow and advanced learner and through a careful examination the college has organized 'Remedial Classes' for different students. Principal meets all mentors time to time to review proper implementation of the system and advice mentors wherever necessary. The objectives of student mentor-ship are– 1. To enhance teacher –student relationship. 2. To enhance student's academic performance and attendance. 3. To minimize student's dropout ratio. 4. To monitor the student's regularity and discipline. 5. To enable the parents to know about the performance of regularity of wards. Types of mentoring done in our institution are: 1. Career guidance – Regarding professional opportunities, developing professional skills like communication skills, soft skills, Black-board writing skills, Technological skills, etc. 2. Course Specific – Regarding content areas of the course, internship, co-curricular activities, code of conduct, attendance, examination scheme, use of library and technological resources. Outcomes of this system are: a) The attendance percentage of the students has increase to greater extend. b) The number of detainment of students has decrease consistently. c) Due to direct communication between mentor and the student, good improvement in student-teacher relationship is observed.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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220

26

1:8

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
15	9	6	2	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	NIL
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	B.Ed	I	15/02/2018	18/05/2018
BEd	B.Ed	II	04/07/2018	08/08/2018
BEd	B.Ed	III	20/12/2017	30/05/2018
BEd	B.Ed	IV	31/05/2018	20/07/2018
MEd	M.Ed	I	23/12/2017	10/04/2018
MEd	M.Ed	II	30/05/2018	03/08/2018
MEd	M.Ed	III	23/12/2017	10/04/2018
MEd	M.Ed	IV	28/05/2018	11/09/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Internal assessment for eligibility to appear in the final examination is 40 percent marks. These marks are to be obtained in unit test and house examination for each subject and by assessing the quality of sessional work. Failing to attain this standard, a student teacher cannot become eligible and take annual examination. Attendance in the unit test and house examinations and passing in each examination is compulsory. For assessing the internal assessment, classes are planned in the time-table during which concerned teacher in-charges guide the students to prepare quality sessional work and secure good internal marks. In the end of the session who fails to meet this condition, they are given an exceptional chance to fulfil the conditions. However, fulfilling the prior condition for appearing in the final examinations is mandatory. For internal evaluation in Skill in teaching, lessons are observed by the peers as well as by the supervisors. Simultaneously feedback is given to mastery over five core teaching skills through the cycle of micro teaching. Before actual writing of the composite lesson plan, training is given to formulate instructional objectives along with the feedback for improvement

which help them to improve the quality of lesson plans. At least 75 percent observations are given at the end of the lesson plans in their notebooks. Observation of lessons during practice teaching is done by the supervising teachers, school subject teachers and peers and suggestions for further improvements are made. Observation of the lessons is given on the observation scale pasted in their notebooks. Further, internal assessment on the basis of the two discussion lessons, skill in teaching files and involvement in the conduct of different activities during practice teaching is being given.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Before the commencement of the academic year, the Institution prepares and publishes 'Academic calendar' containing the relevant information regarding commencement and completion of syllabus, the teaching learning schedule (working days), various events to be organized, holidays, dates of internal examination, semester examination etc. It is also published in the College's Annual information brochure which is provided to every teacher and student. The time tables are prepared and implemented accordingly. The teachers prepare teaching plans according to the academic calendar and guidelines of the University. The students' academic progress is monitored regularly by adopting the strategy of continuous internal evaluation, seminars, project work, unit tests and semester examinations. The review of internal assessment is taken by the Principal regularly. For the implementation of Internal Assessment Process, the Examination Incharge monitor overall internal assessment process. Internal practical examinations are held by the college and Externals are held under the scrutiny of the External Examiner appointed by the University. The schedule of external examinations is fixed by the University and the same is displayed on notice board for students. In case of any change in the University schedule, some changes are required to be made in internal evaluation as well. These changes are communicated to the students well in advance. However, all efforts are made by the college to adhere to the academic calendar for internal evaluation.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.mgncollege.org/contentUploadFiles/contentFiles/2017-18/performance%20outcomes%20M%20Ed.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.Ed	BEd	Education	94	94	100
M.Ed	MED	Education	19	18	94.73

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.mgncollege.org/contentUploadFiles/contentFiles/2017-18/STUDENT%20SURVEY.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	EDUCATION	1	Nill
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
EDUCATION	5
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	0	0	NIL
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	3	0	0
Presented papers	0	3	0	0
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Environment Awareness	NSS Unit/ MGN Khalsa High School, Basti Bawa Khel, Jalandhar	2	95
Road Safety Awareness	NSS Unit/ MGN Khalsa High School, Basti Bawa Khel, Jalandhar	2	95
Awareness regarding Child Rights	NSS Unit/ MGN Khalsa High School, Basti Bawa Khel, Jalandhar	2	95
Legal Awareness	NSS Unit/ MGN Khalsa High School, Basti Bawa Khel, Jalandhar	2	95
Internet Awareness	NSS Unit/ MGN Khalsa High School, Basti Bawa Khel, Jalandhar	2	95
Save Electricity	NSS Unit/ MGN Khalsa High School,	2	95

	Basti Bawa Khel, Jalandhar		
Swachh Bharat	NSS Unit/ MGN Khalsa High School, Basti Bawa Khel, Jalandhar	2	95
Tree Plantation	NSS Unit/ MGN Khalsa High School, Basti Bawa Khel, Jalandhar	2	95
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Voters Day	MGN College of Education, Jalandhar	Awareness Drive	2	188
International Girl Child Day	Women Welfare Committee	Lectures and Display Board	2	188
AIDS Day	Red Ribbon Club/NSS/MGN College of Education	Awareness Drive	2	188
Yoga Day	NSS Unit/ MGN College of Education, Jalandhar	Yoga Asanas	2	188
Anti-terrorism Day	NSS Unit/ MGN College of Education, Jalandhar	Essay Writing Competition	2	188
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange for skill in Teaching Exam	5 Teachers from Lyallpur Khalsa Sr. Sec. School, Jalandhar, 2 Teachers from Lyallpur Khalsa	MGN College of Education	2

Girls Sr. Sec.
School, Jalandhar

[View File](#)

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	School Internship 15 weeks	DSSD Sr. Sec. School, Basti Nau 9501053600	22/07/2017	04/11/2017	11
Internship	School Internship 15 weeks	SDAS Sr. Sec. School, Basti Nau 9888049549	22/07/2017	04/11/2017	11
Internship	School Internship 15 weeks	MGN Girls Sr. Sec. School, Adda Hoshiarpur 9815282359	22/07/2017	04/11/2017	12
Internship	School Internship 15 weeks	MGN Khalsa High School, Basti Bawa Khel 9872308070	22/07/2017	04/11/2017	06
Internship	School Internship 15 weeks	Govt. Girls Sr. Sec. School, Gandhi Vanita Ashram 8146538355	22/07/2017	04/11/2017	07
Internship	School Internship 15 weeks	Govt. Girls Sr. Sec. School, Adarsh Nagar	22/07/2017	04/11/2017	08
Internship	School Internship 15 weeks	Lyallpur Khalsa Boys Sr. Sec. School, Nakodar Road 9915366693	22/07/2017	04/11/2017	07
Internship	School Internship 15 weeks	Lyallpur Khalsa Girls Sr. Sec. School, Siraj Ganj 9888260029	22/07/2017	04/11/2017	08

Internship	School Internship 15 weeks	Shinning Star Sr. Sec. School, Harbans Nagar 8567845801	22/07/2017	04/11/2017	12
Internship	School Internship 15 weeks	Shinning Star Sr. Sec. School, Shastri Nagar 8567845801	22/07/2017	04/11/2017	12
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	0
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	495807

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Laboratories	Existing
Class rooms	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2.0	2005

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	20608	1186415	149	35293	20757
Reference Books	3415	343067	6	1000	3421	344067
e-Books	0	0	199500	5900	199500	5900
Journals	0	0	4	1850	4	1850
e-Journals	0	0	600	5900	600	5900
Library Automation	0	155180	0	0	0	155180
Weeding (hard & soft)	2285	0	0	0	2285	0
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	39	25	2	2	1	3	3	1	0
Added	0	0	0	0	0	0	0	0	0
Total	39	25	2	2	1	3	3	1	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

0 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical
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	facilities		facilities
0	458283	0	911236

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institution has a well-planned schedule for the whole academic year. There is optimum utilization of available resources without disruption to any activity. There is an effective monitoring system through various clubs, cells and committees. The committees prioritize the activities, estimate the cost and initiate the process to utilize budget allocated. The annual maintenance and repair of the infrastructure is taken care by repair and maintenance committee. The technical personnel is engaged on remunerative basis for the maintenance of computer and communication system etc. The college makes effective arrangement for repair and replacement of furniture and other equipments available in the campus. It is a common practice to receive suggestions from students, teachers and faculty members regarding infrastructure maintenance. The respective teacher incharges of clubs, cells and committees and office bearers discuss the issues with the Principal. The classrooms have adequate infrastructural facilities for carrying out academic activities. The college laboratories are fully functional with all necessary materials, apparatuses and equipment. Stock register and issue and return register are maintained for every laboratory. In science laboratory, safety measures are taken by keeping hazardous chemicals under lockers. Computer laboratory has adequate number of computers with required component configuration and also loaded with latest antivirus software. Need based up gradation of software and hardware and maintenance of ICT facilities is done by the institution from time to time. Free access to internet is provided to faculty and the students. The college library is well maintained in tune with the changing academic needs of the students. Library committee takes care of the library matters and ensures its smooth functioning. Every year, in the beginning of the session list of books in various subjects required by the faculty members, is invited. After that books are purchased by following proper procedure. Maintenance and utilization of library resources are done strictly following the library rules. The college campus is maintained by the maintenance committee of the college which looks after general cleanliness, support facilities like safe drinking water, waste management, washrooms, electric work and plumbing. In case of disruption in power supply, the diesel generator having a capacity of 62.5 KVA functions as the substitute source. All the electronic gadgets like projectors, computers, printers, photocopiers, air conditioners etc. are regularly serviced and reused. The responsibility to augment and maintain sports facilities (both indoor and outdoor) for the students is taken by the sports incharge. The maintenance of the sports courts, playgrounds and gymnasium is done on regular basis. The college has two full time gardeners who work under the supervision of gardening incharge for the maintenance of college lawns. The regular maintenance and cleaning of classrooms, laboratories, seminar rooms, library etc. is done by supporting staff under the supervision of cleanliness incharge.

http://www.mgncollege.org/contentUploadFiles/contentFiles/2017-18/procedure%20and%20policies%204_4_2.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student Aid Fund	25	96000

Financial Support from Other Sources			
a) National	Manav Sehyog Society, Guru Harkrishan Educational Society, Dayawanti K.M. Memorial Trust., Post Matric Scholarship	32	28600
b) International	NIL	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Student Enrichment Programme	24/07/2017	75	Professor R.S. Yadav, Deptt. of Edu., Kurukshetra Uni., Kurukshetra
Teachers' Day Celebration	04/09/2017	127	M.G.N College of Education, Jalandhar
Hindi Diwas	14/09/2017	88	M.G.N College of Education, Jalandhar
Morning Assembly	18/10/2017	80	Socrates House
Two Weeks NSS Camp	06/11/2017	50	N.S.S. Unit AT MGN Khalsa Sr. Sec., School, Basti Bawa Khel, Jal.
Morning Assembly	24/11/2017	140	Rousseau House
Morning Assembly	28/11/2017	140	Dewey House
Visit to Bank	21/12/2017	23	Punjab Sind Bank
National Youth Day	12/01/2018	80	NSS Unit
Morning Assembly	16/03/2018	150	Plato House
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	By making books available	75	70	5	10

for the preparation of competitive exams through talks and through Guidance and Counselling Cell

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
M.G.N. Public School, Adarsh Nagar, Jalandhar	10	1	Arya School Jal, Dayanand Model School, Jal, Shri Guru Arjun Dev Public School Jal, Trinity College, Jal, CJS Public School, Jal, GNDU, Regional Campus, Jal, PIPS, Jal, Paradise College of Education, Jal, Einstein Public School, Jal.	9	9

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students	Programme graduated from	Department graduated from	Name of institution joined	Name of programme
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	enrolling into higher education				admitted to
2017	4	B.Ed.	Education, M.G.N College of Education, Jalandhar	M.G.N College of Education, Jalandhar	M.Ed
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	5
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
58th Annual Sports Meet	Institution	170
Badminton Competition	Institution	9
Kho-Kho Competition	Institution	36
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	Nil	NIL
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

M.G.N. College of Education has operational student council in the form of student representation in all the committees, clubs and houses. The purpose of the student council is to give students an opportunity to develop leadership by organizing and carrying out college activities and services. In addition to the planning of events that contribute to spirit of the institution and welfare of the community, the student council provides platform to the students to share ideas, interests and concerns with the college authorities after the consultation with concerned teacher in charges. It helps the students to enhance their leadership and organizational skills. The college has following committees and clubs with student representation as office bearers and members:

- Class Representatives
- Health Club
- Literary Club
- Red Ribbon Club
- NSS Unit
- De-addiction Committee
- Cultural Committee
- Women Welfare Committee
- Legal Aid Clinic
- Red Cross Club
- Maths Club
- Cyber Club
- Science Club and Discipline Committee.

All the above clubs/committees have student representation by giving designations of President, Secretary, and members of the concerned clubs. The council aims to act as a communication link between the students and the college administration through teacher incharges for the smooth functioning of the college. The Students Council of the college is the representative body of the entire student community. It works to identify and

address concerns that affect the students directly and indirectly. The student body, termed as the Council, proactively works towards the development and progression of the institution. The nomination of students council follows a transparent procedure which is as follow: • The students who wish to apply for the students' council have to fill up the application form and submit within a stipulated period of time to the teacher incharge. The application form is explicit and contains information about the academic details of the student along with their achievements as well a small write up on the objective of their application to be a part of the prestigious council. • After the careful scanning of the application forms, the students appear before the panel comprising of principal, senior teachers and concerned incharges for the interview. Wherein they make a brief introduction about themselves, their academic achievements and their vision for taking the students' council and the college forward. Based on their abilities and forte, the students are given appropriate portfolio in the council. These students help in organizing various academic and co-curricular events. The members of the students' council also ensure discipline and decorum in the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

76

5.4.3 – Alumni contribution during the year (in Rupees) :

15200

5.4.4 – Meetings/activities organized by Alumni Association :

A Meeting of Alumni Association was held on 15-2-2017 in Principal room. AGENDAS of the Meetings were: 1. To discuss activities carried out in the college. 2. To discuss about Alumni participation in the institution. 3. To fix the date for next Alumni Meeting. 4. Any other matter with the permission of Chair. MEMBERS PRESENT at the time of meeting: • President: S. Surjit Singh Walia • Vice -President: Prof. Kala Singh • Secretary: Mrs. Neelu Jhanji • Member: Mrs Geetanjali Mittu • Cashier: Sh. Amritpal Singh Main points discussed and resolved were: 1. The activities carried out in the college were discussed. 2. The role of Alumni in the upcoming event i.e. Seminar on Punjabi Maa Boli was discussed. 3. The cash prize for the meritorious students was resolved to be given during the seminars. 4. The conduct of coaching classes for competitive examination for the students was discussed. 5. The skill development programme for the students were advised and discussed. 6. The date for next Alumni Meeting was discussed and finalized to be 22/1/2019.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Faculty and the student teachers of the college play an important role in implementing the vision and mission of the college and to that end they play a proactive part in decision-making process. Various clubs and committees are formulated for the day-to-day functioning of the college and for overall management of the various operations of the college. Every committee and cell has its team that consists of office bearers viz-a-viz President, Vice

President, secretary and members of the committee. They perform their delegated duties and participates in every decision made by their cell or committee.
 Committee- in-charges along with student teachers representatives is responsible for the conduct, reporting and feedback of various activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum planning and pedagogical strategies to be undertaken are discussed in the beginning of the session among the staff and regular evaluation and revision is done from time to time in the meetings.
Teaching and Learning	Focus on content delivery of the lesson plans by using ICT, Model based approach, discussions, demonstrations and seminars (during the demonstration lessons, discussion lessons and seminars). Through feedback reflection and analysis of students regarding teaching learning process has been observed and sought after. Field visits conducted for experiential learning are conducted. A platform for the active participation in the classroom discussion is provided to the students. Unit tests, assignments, projects, group discussion, house test examinations and use of different teaching methods by the teachers. Development of remedial material for the students who could not attain minimum levels of learning and enrichment material is prepared for high achievers. The college organizes personality development programmes, seminars, workshops, and other co-curricular activities.
Examination and Evaluation	Evaluation key is prepared by the examiner for ensuring objectivity in evaluation. Question papers are prepared in English and Hindi/ Punjabi language. Declarations of results are on time. Proper follow up is there for absentees and failures. Preparation of comparative results. Comparative analysis of results is discussed in meetings. Evaluation is being done and feedback is provided to the students for their further improvement.
Research and Development	Problems related to teacher education

and society is taken for M.Ed. Dissertation work. Problems, objectives, hypothesis and methodology of every topic are discussed with all the M.Ed. students and teachers guiding dissertation work under the supervision of principal. Action research and surveys are designed during the session to B.Ed. and M.Ed. students. The college arranges the series of extension lectures on research for the students as well as for the teachers.

Library, ICT and Physical Infrastructure / Instrumentation

The library is automated with SOUL 2.0LE database. Library is equipped with latest books, encyclopedias, dictionaries, journals, magazines, dissertations, periodicals, etc. library also provides facility of INFLIBNET for all the students and faculty members. Our college has well equipped ICT Resource centre and ET Lab with latest technological equipments. The course content is also integrated with ICT. Every teacher is having personal email id with which they are connected with INFLIBNET. The college is having functional website for the circulation of important information. The institution is having spacious, properly ventilated and well-lit classrooms. Our college have well-furnished labs. Facility of fully air-conditioned multimedia equipped conference room, gymnasium and college hall.

Human Resource Management

The college has recruited sufficient qualified persons for teaching, non-teaching and supportive staff. For quality improvement, most of the faculty members have attended Orientation and Refresher courses. Faculty members are motivated to attend and present papers in seminars. Performance Appraisal system is placed in the institution. Feedback from various stakeholders is dully collected and analysed.

Industry Interaction / Collaboration

Meetings with practicing school principals and school teachers are organized. Regular feedback is taken from reflections upon the teaching learning process. These reflections are made base to to improve the quality of school internship.

Admission of Students

The College is Government Aided Institution and admission of the

students is done as per UGC, Punjab Government and GNDU, Amritsar.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Academic Calendar with the information regarding various academic and co-curricular activities is prepared in the beginning of the session and is also uploaded on the website of the college www.mgncollege.org . the college has its own e-mail id mgncollege@yahoo.co.in for dissemination of information to the students and stakeholders.
Administration	College is using CatPro software which helps to streamline the budget under different heads. Monthly salary statement for teaching and Non-teaching staff is prepared using this software. College helps the students to apply online for various scholarships under different welfare schemes. Fees record of students, salary and increment records of faculty and nonteaching staff, admission records, etc. are maintained using this software.
Finance and Accounts	CatPro Software is used by the office to maintain all the finance and accounts of the college.
Student Admission and Support	Proper support is provided to new applicants of teachers training programs in the process related with admission and pedagogy selection. Scholarship granted by NGO and Student Aid Fund of the college are maintained using CatPro software.
Examination	Internal assessment is prepared on MS-Excel Sheet. Internal and Practical assessments are uploaded on the portal of affiliating university i.e. collegeadmissions.gndu.ac.in . The institution has installed web cameras to monitor the conduct of examinations in all classrooms and video data has been saved on DVR and on computer during the examination.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

Nil	NIL	NIL	NIL	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	NIL	NIL	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	24/10/2017	13/11/2017	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	6	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>Loan is provided against C.P.F. Doctor is available in the college and if needed help is taken from Satyam hospital. Facility of bank is provided in the college premises where all the faculty members hold their salary account. Staff room is equipped with all amenities. Eatables are available in the college canteen at subsidised rate. Facility of free internet access is available in the college. Facility of free printouts and photocopy is provided. Free parking facility is available at</p>	<p>Loan is provided against C.P.F. Doctor is available in the college and if needed help is taken from Satyam hospital. Facility of bank is provided in the college premises where all the faculty members hold their salary account. Eatables are available in the college canteen at subsidised rate. Facility of free internet access is available in the college. Facility of free printouts and photocopy is provided. Free parking facility is available at the entrance of the institution. Free</p>	<p>Doctor is available in the college and if needed help is taken from Satyam hospital. Eatables are available in the college canteen at subsidised rate. Facility of free internet access is available in the college. Facility of free printouts and photocopy is provided. Free parking facility is available at the entrance of the institution.</p>

the entrance of the institution.

uniforms are also provided to the non-teaching staff.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Financial management aspect is very effective in our institution as accounts are audited regularly. Institution conducts annual internal financial audit every year and external financial audit according to DPI instructions. The auditors verify the financial transactions (balance sheet, statement of income expenditure) with supporting documents with approval of proper authority for each financial transactions. Such financial transactions are signed and approved by the auditor. Based on the audited financial statements, auditors issues audit report. Moreover, students are facilitated with digital transactions to deposit their fee. If any objection occurs, then Annotated proforma is prepared, then it is send to auditors and therefore approved by the auditors.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Manav Sehyog Society, Guru Harkrishan Educational Society, Dayawanti K.M. Kapur Memorial Trust, MGN Educational Trust.	5386928	To support financially weak students and for salaries
View File		

6.4.3 – Total corpus fund generated

14621668

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	G.N.D.U. Amritsar	Yes	Academic Advisory body
Administrative	Yes	Government of Punjab	Yes	Internal Auditor

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

NIL

6.5.3 – Development programmes for support staff (at least three)

1.The College provides free uniforms to the supporting staff. 2.Yoga Workshops are organised to maintain their physical and mental health. 3. Health awareness camps are organised to maintain their physical fitness.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

After the visit of NAAC team, the college did numerous tasks. 1.Under the U.G.C grant, a project on Innovative Practices in Teaching was taken up in the

college and innovative material was designed in different subjects viz. Languages, Social Science and Mathematics in the session 2011-2012 and 2012-2013. 2. U.G.C. sponsored population survey was conducted in the area of Basti Bawa Khel in the session 2012-2013. This information was gathered from almost 250 families. 3. Major Research Project entitled Teacher Stress, Teacher Effectiveness and Institutional Performance in Relation to Creative Management in Teacher Education Colleges of Punjab- Implications for Leadership was taken up in the college from 2012 to 2014.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Women Empowerment Programme (Satguru Ram Jis Effort towards Women Empowerment)	11/01/2018	06/02/2018	06/02/2018	236
2018	Student Enrichment Programme (Workshop for Self and their Personality Development)	26/03/2018	09/04/2018	09/04/2018	223
2017	Remedial and Enrichment work	29/09/2017	18/12/2017	21/12/2017	40

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Teej Festival	29/07/2017	29/07/2017	130	11
Celebrated 'International Girl Child Day' on the theme	09/12/2017	09/12/2017	215	12

'Save Girl Child' by organizing competitions of poster and slogan writing				
Seminar on the topic Satguru Ram Singh Ji efforts towards women empowerment	06/02/2018	06/02/2018	223	13
Purchase of Books in the library on Gender Equality and Education	28/02/2018	28/02/2018	213	14
Monitoring on biased Interaction among students	05/07/2017	30/05/2018	16	2
Allocation of Office bearers of Women Welfare Committee	02/09/2017	02/09/2017	11	2
Fancy Dress on the theme Women empowerment	20/09/2017	20/09/2017	2	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Environmental consciousness and sustainability initiatives are as follows: • Ban of plastic bags in the campus • Organisation of Anti Polythene Campaign • Organisation of Cleanliness Drive • Lectures on Healthy Habits Slogan Writing competitions on Swachhta • Debate on Swachhta • Best out of waste by NSS students during the camp • Competitions on Eco-friendly and waste management • Celebration of 'World Environment Protection' • Visit to Science City, Gurudwara Chevvin Patsahi • World Environment Day • Tree plantation, play pots for birds • Observing World No Tobacco Day • Poster making competition on Anti Tobacco Day • Placing of carbon neutral plant in the campus

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of	Number of	Date	Duration	Name of	Issues	Number of
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	initiatives to address locational advantages and disadvantages	initiatives taken to engage with and contribute to local community			initiative	addressed	participating students and staff
2017	1	Nill	04/02/2018	1	Workshop on Personality development for the students	To bridge the gap between Urban and rural background students and bring the marginalized to mainstream	223
2017	1	Nill	12/04/2018	1	Workshop on Yoga and Self development	To bridge the gap between Urban and rural background students and bring the marginalized to mainstream	220
2017	1	Nill	11/10/2017	1	Book Bank Facility from the college library for the needy students	To bridge the gap between Urban and rural background students and bring the marginalized to mainstream	24
2017	1	Nill	18/10/2017	1	Fee Concession for the needy students	To bridge the gap between Urban and rural background students and bring the marginalized	25

						to mainst ream	
2017	Nill	1	13/07/2 017	1	Provision of free coaching for B.Ed Entrance test.	To bridge the gap between Urban and rural bac kground students and bring the margi nalized to mainst ream	40
2017	1	Nill	01/09/2 017	16	Provision of the Tutorial groups for the students	To solve the academic problems of students	106
2017	1	Nill	18/12/2 017	04	Remedial and Enric hment teaching	To solve the academic problems of students	40
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus 2017	Nill	Every year, code of conduct for the students is mentioned in the college brochure which is as follows: 1. Library cum identity card should be with the students in college premises and during college field tours. 2. For B.Ed 80 in theory and 90 attendance in school internship program is mandatory as per GNDU norms. 3. For M.Ed 80 in theory and practicum and 90 for field attachment as per GNDU norms. 4. All notices will be put upon the notice board daily. Excuse for ignorance and neglect of college notices will not be entertained. 5. Passing

or removal of any notice on the notice board by the student is a punishable act. 6. Meeting and parties of any nature by the students in the college campus are allowed only with the permission of the college authorities. 7. The college expects the observance and maintenance of discipline and decorum by the students. 8. Cleanliness of the premises is to be observed as a prime duty by all the students. 9. Active participation in any college activity is compulsory. Guidance can be taken from concerned teachers. 10. No student is allowed to accept any kind of employment during the B.Ed. or M.Ed. course. found doing so the candidature of the student will be cancelled. 11. Mobiles with cameras are not allowed. If found, those mobiles will become the college property.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebrating World Population day by organizing Essay Writing competition on the topics addressing different values	11/07/2017	11/07/2017	11
Extension Lecture on Universalization of Education. Resource Person By Dr Parmod Kumar Yadav, Assistant Professor Deptt of educational Studies, Central University Jammu	22/07/2017	22/07/2017	128
Celebration of International Youth Day to inculcate	12/08/2017	12/08/2017	129

the value of Human Rights, Loyalty, Self Reliance.			
Pledge on 70th Independence Day	28/08/2017	28/08/2017	130
Essay Writing competition Celebrating Sankalpe Siddhi -Attainment through resolve on 70th Independence Day	28/08/2017	28/08/2017	10
Celebration of Teacher's Day to inculcate values of Community Involvement, Volunteering service, Recognition	04/09/2017	04/09/2017	228
Poster and slogan making on Swachh Bharat Abhiyan and Moral Values	15/09/2017	15/09/2017	16
Morning Assembly -Values Propounded in Gurbani	16/09/2017	16/09/2017	235
Morning Assembly - World Student Day on occasion of birthday of Dr A.P.J Abdul Kalam	18/10/2017	18/10/2017	231
One Day Educational Tour to Naina Devi Shrine	07/11/2017	07/11/2017	80
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Code of conduct for students is mentioned in the college brochure to maintain the discipline during the college hours
- The College, on a regular basis, makes a thorough environmental assessment of the campus and implements healthy ecological practices in water and energy conservation.
- LED lights and energy efficient PL lamps which consume less power are used in the College.
- Maintenance of garden flower pots
- Neat walk pathway is maintained.
- Use of thermocol is banned in the preparation of teaching aids.
- Polythene is not allowed in the college
- Cleanliness drive organised by NSS UNIT of the college.
- Regular Plantation inside and outside the college campus.
- Dust Bins are placed to avoid littering and to keep the campus clean.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Video Recording of demonstration of lessons by teacher in charges is done in the in the pedagogy classes during pre-practice program. This is used as

effective tool used as resource for improving the quality of content delivery. The students used them for observing the strategies and techniques of teaching for better future execution of the lesson. For smooth and effective management of activities, the college has framed various clubs, cells, committees which are as follows: Literary club, Mathematics Club, Career and Counselling Cell, Red Ribbon Club, Health Club, Cyber Club, Youth Red Cross Club, Legal aid clinic, Women Welfare Committee, Drug De-addiction Committee It gives opportunity to the students to grow and develop variety of soft skills by proactively involvement in execution of various curricular and co-curricular activities.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://mgncollege.org/contentUploadFiles/contentFiles/2017-18/best%20practices%20pdf1718.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

With proud legacy of 67 years, M.G.N College of Education, Jalandhar has excelled and carved a unique niche in the noble field of teaching, guiding and mentoring. The college focuses on vitalizing teaching-learning process, ICT, Human Values, Research Innovation and interactive relationship with all the stake holders for the holistic development of students. The college systematizes planning and delivery of instruction by means of preparation of academic calendar, equips the student teachers with requisite knowledge and competence to implement modern instructional strategies, evaluates learning outcomes of student teachers objectively, promotes skills of handling educational media and encourage innovations in the use of educational technology, develops sense of self discipline and accountability among student teachers, develops scientific temper and provide training in scientific method, develops respect for democratic values among student teachers, sensitizes student teachers towards social, environmental and health issues, develops attitude of self directed learning and training in empirical observation to facilitate research and innovation, develops dynamism in cultural understanding among student teachers for contextual transformation of cultural identity among young generation, develops ICT competencies for effective integration in teaching learning and administration. The college endeavours to be distinctive in harmony with its mission, vision and objectives. For this, the college focuses on learner centred learning, mentoring students to prepare them for professional world, involvement of the students in variety of activities for diverse experiences. NSS Volunteers under the guidance of principal and teachers are actively involved to be engaged in the community. There is fully functional ET lab, ICT resource room and GYM to facilitate holistic development of the student and teachers.

Provide the weblink of the institution

<http://mgncollege.org/contentUploadFiles/contentFiles/2017-18/Institutional%20distinctiveness17-18.pdf>

8.Future Plans of Actions for Next Academic Year

1 Organizing programmes to make campus clean, green and polythene free zone. 2 Enhancing academic excellence of the Institution. 3 To incorporate e-learning in teaching-learning process. 4 To conduct programmes/activities on environmental awareness. 5 To organize Seminars, Extension Lectures on Research and ICT. 6 To organize the activities for promotion of Universal Values focusing Ethics and Skill Development. 7 To strengthen professional development of faculty. 8

Improvement in preparation of Remedial and Enrichment material. 9 Conducting Inter-house competitions for physical development like sports, yoga etc. 10 Celebration of Important National and International days. 11 To strengthen the process of Feedback Analysis. 12 To develop artistic skills through Art club of the college.