

**MGN COLLEGE OF EDUCATION,
JALANDHAR**



Estd. - 1955

**Annual Quality
Assurance Report
July 2011 -May 2012**

INTRODUCTION

Montgomery Guru Nanak College of Education, Adarsh Nagar, Jalandhar was founded in the year 1955. It celebrated its Golden Jubilee in 2005.

MGN College of Education is one of the most prestigious institutions which were established in the year 1955 with B.T. class. When the college was established, it was then, known as Montgomery Guru Nanak Basic Training College. Dr. Harnam Singh, Retd. DPI (Colleges), Punjab, was the founder Principal of the college. In 1967, in response to the general directive of the Panjab University, the college acquired its present name. The main course also underwent a change. Earlier on, it used to be B.T., but later it was B.Ed. From 1955 to 1962 JBT classes functioned successfully on its premises. OT classes were also run from 1974 to 1977 in this college by the trust successfully. In the year 1991-92 the college took the initiative and started one year B.Ed. (Nursery and Elementary course), with graduation as the basic qualification. As the state Govt. did not recognize this course equivalent to B.Ed., it had to be discontinued in the session 1994-95. M.Ed. course was first offered in 1996 with the ultimate objective to make the institution a Research Centre with an intake capacity of 25 students. Now the intake capacity for M.Ed is 35. The research work is an essential part of the M.Ed. curriculum. Intake capacity for B.Ed is 200.

MGN College of Education is fast coming up in the field of Teacher Education. Despite its earlier achievements, it continues to seek fresh fields and new pastures. Locally, ours is the most sought after college. Obviously, it's nothing short of light house in the field of Teacher Education. It turns out year after year youthful teachers who perspire and inspire the ordinary into the extra ordinary. Ph.D. programme was introduced in the year 2001.

The college has a reputation in the academics. In every session, B.Ed. and M.Ed. students of this college bag one or more university positions. Not only this, students actively participate in co curricular activities and win laurels for the college. The college emphasizes on the training of

skills related to usage of computer for assessing information from online and offline sources, for preparing presentations for teaching, research reviews and statistical analysis of data.

The college focuses on the development of communication skills and versatility in the personality of students by providing regular exposure to seminars, workshops and extension lectures by experts, conferences, poetical recitation and debate competitions, morning assemblies etc. A lot of emphasis is laid on providing hands on experiences to students in the training of teaching skills, preparation of micro and composite lesson plans, visual aids, administration of psychology tests, operation of technological equipments, community surveys, usage of computer along with internet etc.

The college consistently works for professional development of its teachers and tries to develop a professional culture with values orientation.

PART – A

The plan of action chalked out by the IQAC (Internal Quality Assurance Cell) in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year. Since quality enhancement is a continuous process, the IQAC will become a part of an institutions system and work towards realizing the goals of quality enhancement and sustenance.

In the coming year, a concentrated emphasis will be on the following objectives:

1. To improvise parameters for the student's feedback and students assessment
2. Students skill set enhancement activities like Inter House Competitions
3. To strengthen Collaborations & Linkages at Local, State, National & International Levels and to strengthen & formalize relationship with practice teaching schools and to organize Workshops / Seminars and to strengthen & formalize relationship with parents and alumni & practice teaching schools
4. To continue with Extension Lectures / Guest Lectures.
5. To continue with faculty development programmes.

6. To organize Educational Tours & Picnics.
7. To give exposure of the kind of Research & Practicum work being done in other Universities / Renowned teacher Education Institutions / Depts. of Education located in Indian Universities.
8. To strengthen Career & Counseling Cell
9. To strengthen Placement Cell
10. To encourage Teachers & Students for greater involvement in NSS & Community outreach programmes.
11. "Models of Teaching" to be practiced by Teachers & Students.

I. To improvise parameters for the student's feedback and students assessment

Parameters for the student's feedback and students' assessment were improvised according to which feedback will be taken from students and the result will be given to faculty in writing with individual counseling for further improvement.

II. Students skill set enhancement activities like Inter House Competitions and Morning Assemblies

To find the talent among the students, college had arranged various competitions like -

1. Inter House Literary Competition in Poetical Recitation, Elocution and debate
2. Inter House Fine Arts Competition
3. Inter House Quiz Competition.

The college is divided into six houses and morning assemblies are conducted by those houses turn wise. This year the following assemblies were conducted:

Plato House (Sec A) - Plato House organized assembly on the topic 'International Non Violence Day' on 4.10.2011. This was conducted to pay homage to 'Father of Nation' Mohan Dass Karamchand Gandhi. 2nd October, the birthday of Mahatama Gandhi is declared by U.N.O. as International Day of Non Violence.

Socrates House (Sec B) - Socrates House conducted assembly on the topic 'Dr A.P.J. Abdul Kalam: Life Sketch & vision' on 18.10.2011. It was conducted to highlight the qualities of Kalam's life and inspire the students to imbibe those qualities in their personalities, on his birthday.

Rousseau House (Sec C) - Rousseau House conducted morning assembly on the topic 'Boons & Banes of Nuclear Energy' on 20.12.2011. An exhibition was also held to show the constructive and destructive effects of nuclear energy.

Dewey House (Sec D) - Dewey House conducted morning assembly on the topic 'Effect of corruption on Social & Economic Development' on 23.12.2011 to make all the students aware about ill effects of corruption on their life and stand against it. An exhibition was also held to show the effects of corruption in their social & economic development.

Sartre House (Sec E) – Sartre House conducted morning assembly on the topic 'Inflation and Common Man'. The current Economic issue and their affects were presented by the students.

III. To strengthen Collaborations & Linkages at Local, State, National & International Levels and to strengthen & formalize relationship with practice teaching schools and to organize Workshops / Seminars and to strengthen & formalize relationship with parents and alumni & practice teaching schools

- **EXHIBITION ON TEACHING AIDS :**

B.Ed. students made a splendid display of Teaching Aids prepared and used by them during first teaching practice in the schools on 5th December, 2011. S.Jarnail Singh Pasricha Hony. Secretary, M.G.N. Educational Trust, inaugurated the Exhibition and appreciated the efforts made by the students. Shiv Jyoti Public School was declared the best school for preparing effective and meaningful teaching aids. The judgement was done by Mr.J.C.Bhatia, Director, Arya Kanya Sr.Sec.School, Jalandhar, Associate Professor Dr Harjit Kaur and Associate Professor Dr Deepa Sikand Kauts.

The team of Principals from various practicing schools – Sh.Raj Kumar Sehgal, Principal Dayanand Model Sr.Sec.School, S.Gurnam Singh Saini, Principal Lyallpur Khalsa Sr.Sec.School, Jalandhar, Dr Rajesh Jyoti, Principal S.D.A.S. Sr.Sec.School, Jalandhar,

Mrs. Bhupinder Kaur, Principal Govt. Sr. Sec. School Gandhi Vanita Ashram, and Jalandhar visited each stall and motivated the students. The students shared the experiences of first teaching practice with Principal, Dr Amit Kauts.

- **INTER COLLEGE COMPETITIONS IN COLLABORATION WITH GNDU, AMRITSAR**

The College organized Inter College Competitions on May 09, 2012 in collaboration with G.N.D. University, Amritsar in skill in teaching, On the Spot Preparation of Teaching Aids and PowerPoint Presentation and Education Quiz. The Chief Guest of the day was Prof. M.S. Hundal, Dean, College Development Council, G.N.D. University, Amritsar. Principals of various Colleges of Education were among the special guests of the day. These competitions were held in three categories viz. Languages, Social sciences and Science. The judgment of various

competitions was made by Dr Ashwani Kumar, Associate Professor, DAV College, Jalandhar; Ms. Jasleen Kaur, Assistant Professor, G.H.G. College of Education for Women, Guru Sar Sidhar, Ludhiana; Dr Sarabjit Kaur Ranu, Associate Professor, G.H.G. College of Education for Women, Guru Sar Sidhar, Ludhiana; S. Gurnam Singh, Principal, Lyallpur Khalsa Sr Sec School, Nakodar Road, Jalandhar; Dr Seema Marwaha, Associate Professor, Department of Zoology, H.M.V College, Jalandhar; Dr Ominder Johal, Associate Professor, Department of Punjabi, Doaba College, Jalandhar; Dr Rajesh Jyoti, Principal, S.D.A.S Ser Sec. School, Basti Nau, Jalandhar; Dr Daljit Singh, Associate Professor, Deptt. of Geography, Doaba College, Jalandhar; Dr Sanjeev Kumar Anand, Assistant Professor, Deptt. of Computer Science, Lyallpur Khalsa College (Boys), Jalandhar; Dr Madhumeet Kaur, Associate Professor, Deptt. of English, K.M.V. College, Jalandhar; Sh. Subhash Dhawan, Shining Star Sr. Sec School, Harbans Nagar, Jalandhar; Dr Tarlok Bandhu, Associate Professor, Central Malwa College of Education for Women, Ludhiana. More than 150 students from 17 colleges participated in various competitions. Overall Trophy was won by Khalsa College of Education, Amritsar. First runner up team was from G.N. College of Education for Women, Kapurthala and second runner up team was from Khalsa College of Education, Ranjeet Avenue, Amritsar. Chief guest Prof M.S. Hundal along with Principal Dr Amit Kauts and The Secretary M.G.N. Educational Trust S. Jarnail Singh Pasricha awarded the trophies to the winners from various colleges.

- **EDUCATION INNOVATION PROJECT**

Under the U.G.C. grant a project on “Innovative Practices in Teaching” has been taken up in the college and the innovative material has been designed in different subjects viz. Languages, Social Sciences and Mathematics. Resource person Prof Y.K. Sharma and Dr Lokesh Verma were invited to analyze the content and the subject experts will be invited to discuss the revised content of 9th class in different subjects and pave the way for its implementation:

Project Coordinator	Dr Deepa Sikand Kauts
English	Dr Ravjeet Kaur
Punjabi	Dr Meharban Singh
Social Sciences	Mrs Neelu Jhanji
Science	Mr Gagandeep Sharma
Mathematics	Dr Radha Arora

- **POPULATION SURVEY**

Community Involvement is a prime aspect of Educational Institutions. Community plays a vital role in the education of youth and also educational institutions are bound to pay back to the community through producing citizens. M.G.N. College of Education plays an important role in spreading awareness among the members of the community which is an important aspect of the upliftment of some backward areas and also be helpful in lightening the dark corners of the society. Keeping this feeling in heart and framing certain objectives (regarding awareness) in minds U.G.C. sponsored population survey was conducted in the area of “Basti Bawa Khel” by M.G.N. College of Education on 27th Jan 2012. At the Initial Stage the local persons and some influential persons were interviewed and health awareness and sanitary facilities data was collected through scales and questionnaires. An observation schedule was also filled for segregating the crucial areas. The areas specified work, Raj Nagar, New Raj Nagar, Kabir Vihar, Madhuban Colony, Gautam Nagar and Kathera Mohalla. These areas have been finalized to gather information. For the accomplishment of this task a detailed questionnaire comprises of demographic information and sanitation facilities was designed. This information was gathered from almost 250 families. After that these questionnaires were analyzed and on the bases of drawn inferences some areas have been finalized for programmes to be launched by M.G.N. College of Education. The programmes are as following:

- Programmes on Educational awareness
- Sanitation problems need to be overcome
- Lectures on emotional health and some motivational lectures
- Awareness towards life skills
- General Physical check up camps

IV. To continue with Extension Lectures / Guest Lectures.

A series of extension lectures were organized for professional and social awareness, the details are as following :

An Extension Lecture was organized in the College on 6.8.2011 on the topic 'Aspects of Research Proposal'. Prof.(Dr) H.S.Bajwa, from Department of Education, Punjab University, Chandigarh spoke in detail on the various steps of Research proposal. During the interactive session he also took up the queries of the M.Ed. students.

An Extension Lecture was organized on the topic 'Values & Present Society' by Sh.B.K.Bharat Bhushan from Bhramkumari's Ashram, Ooty was the resource person on 23.1.2012.

Red Cross Unit of M.G.N. College organized a lecture on Ambulance services in the College on January 31, 2012. An official from Red Cross Society spoke on the services in detail.

NSS Unit of the College organized an interactive session & Presentation on 'Art of Living' on 11.2.2012. Mr.Harsh Kalra and Mrs.Sheetu volunteers from Art of living organization were the resource person.

An Extension Lecture was delivered by Associate Professor Dr Deepa Sikand Kauts on the topic 'Learning as constructions of knowledge' to B.Ed. students on 23.3.2012.

V. To continue with faculty development programmes.

An **Extension Lecture** was organized in the College on **6.8.2011** on the topic 'Aspects of Research Proposal'. Prof.(Dr) H.S.Bajwa, from Department of Education, Punjab University,

Chandigarh spoke in detail on the various steps of Research proposal. During the interactive session he also took up the queries of the faculty members and M.Ed. students.

WORKSHOP FOR COMPETENCY BUILDING

A UGC sponsored two days National Workshop on “Paradigm Shift in Research Methodology in Education Research” (Under the scheme of enhancement of initiative for competence building) was organized in the college on 19-20 March, 2012. This workshop was inaugurated by Prof.Rajneesh Arora, Vice Chancellor, Punjab Technical University, Jalandhar, who graced the occasion by giving his presidential remarks. In the key note address Prof.K.P.Panday, Former Director, International Centre for Distance Education & Open Learning (ICDEOL), H.P.University. Prof.Emeritus of U.G.C. and Former Vice Chancellor of Mahatma Gandhi Kashi Vidyapeth (M.G.K.V.) Varanasi, stressed that for a high quality research 3 C’s namely competence, commitment & cohesion are the hallmarks.

Principal Dr Amit Kauts welcomed the guests and stressed on systematic research in education. The first reflective session was presented by Prof.Y.K.Sharma, Department of Education H.P.University, Shimla. He deliberated on the topic ‘Concerns of Educational Research in 21st Century with special reference to Teacher Education’.

In the second reflective session, Prof.K.P.Pandey deliberated on the topic ‘Contrasting Paradigm – Quantitative and Qualitative techniques in Educational Research & Research Process. In the third reflective session Prof.K.P.Pandey reflected on the topic Formulation of research problem and sampling design. In the 4th reflective session Prof.Lokesh Verma, Jammu University, deliberated on the topic ‘Data Analysis & interpretation with respect to parametric and non parametric statistical techniques.

In the 5th reflective session ‘Report Writing’ Prof.K.P.Pandey gave his articulated remarks on the reports presented in the session by the representative of each of the four sub groups written with respect to quantitative & qualitative research. Dr D.R.Vij the National President of CTE gave concluding remarks at the end of all the reflective sessions in the two days National Workshop 157 delegates from all over Punjab, Haryana & Himachal Pradesh, Jammu & Kashmir, U.P. represented 38 institutions participated in this workshop, among them

85 were teacher educators and 72 were research scholars. There were eleven Principals from various colleges of Punjab were present.

On this occasion, three legendary personalities in the field of Education S.Jarnail Singh Pasricha, Hony.Secretary M.G.N. Educational Trust, Dr Dev Raj Vij, National President, C.T.E. and Prof.K.P.Pandey were honoured with life time achievement award for excellence. Citations of each of the awardees were read publically. Principal Dr Amit Kauts thanked all the guests for their benign presence.

VI. To organize Educational Tours & Picnics.

One day Educational Trip was organized on 22.3.2012 to Fatehgarh Sahib, Anandpur Sahib and Virasat-E-Khalsa. The purpose of the trip was to aware the students about the enriched culture of Punjab. 108 students and 12 teachers witnessed the cultural heritage of Punjab state during the trip.

VII. To give exposure of the kind of Research & Practicum work being done in other Universities / Renowned teacher Education Institutions / Depts. of Education located in Indian Universities.

M.Ed. students of the college visited various universities, Renowned Teacher Education Institutions, Depts. of Education located in Indian Universities to get exposure of the kind of Research & Practicum work being done over there. A UGC sponsored two days National Workshop on “Paradigm Shift in Research Methodology in Education Research” (Under the scheme of enhancement of initiative for competence building) was organized in the college on 19-20 March, 2012.

VIII. To strengthen Guidance & Counseling Cell

Following activities are being organized by the Career and Counseling Cell:

- 1. Visit to School for Deaf and Senior Citizen Home :** Career & Counselling Cell of the College organized a visit to the school for Deaf & Dumb and Senior Citizen Home run by Red

Cross Society on 19th February, 2012. The objective of this visit was to sensitize the future teachers and teacher educators towards the needs of special children.

2. Workshop

Career and Counseling Cell organized a workshop on 'Possible selves; Nurturing students' motivation. The resource person for the workshop was Mrs. Bharti Kapoor, a renowned Psychologist, educational consultant and an Executive Director of ODEPQ (Optimising Development in Emotional and Personality Quotient). This programme was based on Kansas University Invention Model by Michael Hock, Jean Schumaker & Denold Dashler & adapted by Bharati Kapoor for ODEPQ. The essence of the workshop was that we all know the importance of intrinsic motivation but very little is done to understand the fears lying beneath the hopes & expectation of students. This workshop aimed to bring to fore the dreams, hopes, and expectation of students and then help them to create a doable action. Around 300 students and teachers participated in the workshop.

3. Seminar

Career and Counselling Cell of the College organized a Seminar on the topic 'Positive Health and Nutrition' on 10.2.2012. The key speaker was Dr. Balwinder Singh, D.M., Gastroenterology, Joshi Hospital, Jalandhar. He emphasized on the fact that nature has given us a priceless body so eat less, work more, do regular exercise, do not buy disease, stay stress free to be healthy & fit.

4. Workshop

In the same series another Workshop on 'Professional and Soft Skills' was organized on 01.2.2012. The key speaker of the workshop was Ms. Vandana R. Operation Manager, Mindmaxx. This workshop was organized in two sessions. The first session was about the essential aspects of Resume Making and second session stressed that personality emphasizes on ability, discipline & success. It was also emphasized that in order to succeed in a profession along with good communication skills one must possess soft skills as well.

IX. To strengthen Placement Cell

- Other than the practicing schools were approached for the placement of students like Eklavya Public School, Akal Academy Baru Sahib and M.G.N. Public school, U.E. II.

X. To encourage Teachers & Students for greater involvement in NSS & Community outreach programmes.

- 7 days NSS Camp was organized by the College at Govt.Sr.Sec.School Gandhi Vanita Ashram from 24th December 2011 to 30th December 2011. 50 NSS Volunteers participated in the camp. Ranjit Singh was the best camper.
- Along with this 13 NSS volunteers of the college with Assistant Professor Mrs Aarti Nanda participated in World Aids Day celebrations on December 1st 2011 at S.G.A.D. College Khadoor Sahib, Distt. Tarantaran.
- U.G.C. sponsored population survey was conducted in the area of “Basti Bawa Khel” by M.G.N. College of Education on 27th Jan 2012.

XI. Models of Teaching” were practiced by Teachers & Students

In almost every teaching subject, students planned and executed lessons on Concept Attainment Model, Inquiry Training Model, Inductive Reasoning Model etc.

Part B

Mission

MGN College of Education prepares professional, creative and humane teachers.

Vision

To develop institutional ethos with a focus on vitalizing teaching-learning process, ICT, Human Values, Research & Innovation and functional relationship with all the stake holders for the holistic development of individual and society.

Objectives

- To systematize planning and delivery of instruction by means of preparation of academic calendar and course file inclusive of content outline, unit planning and lesson planning.
- To equip the student teachers with requisite knowledge and competence to implement modern instructional strategies.

- To evaluate learning outcomes of student teachers objectively.
- To equip student teachers to cater to the diverse learning needs of the students.
- To promote skills of handling educational media and encourage innovations in the use of educational technology.
- To develop sense of self discipline and accountability among student teachers.
- To develop scientific temper and provide training in scientific method.
- To develop respect for democratic values among student teachers.
- To sensitize student teachers towards social, environmental and health issues.
- To strengthen Institution-School-Academia-Community relationship.
- To develop attitude of self directed learning and training in empirical observation to facilitate research and innovation.
- To develop dynamism in cultural understanding among student teachers for contextual transformation of cultural identity among young generation.
- To develop ICT competencies for effective integration in teaching learning and administration.

1. Activities reflecting the goals and objectives of the institution:

1. Contributing to National Development

- i. Since education is the basis of National Development, the College is contributing towards National Development by producing human resources, fully trained in the methodology of teaching.
- ii. India has adopted democratic way of life; it therefore needs educated and enlightened citizens for strengthening democratic values of freedom, fraternity and justice. The College, by training competent teachers, is contributing in developing these democratic values in the children who are the future citizens.
- iii. After the teacher-trainees get employment they become self-sufficient and socially efficient citizens of the country and contribute their best to the National Development.

2. Fostering Global Competencies

The College is developing global competencies among student teachers by transacting the syllabus both in theory and practice of teaching, which prepares them for competing at the global level.

This equips the teacher-trainees in the skills of teaching like Skill of Reinforcement, Stimulus Variation, Explanation, Lecturing, Questioning and Skill of Communication which make them competent to compete at the National and International level.

3. Inculcating Value System among Students

- i. College lays emphasis on the development of character, morality, creativity, cooperation and respect among different cultures of the country by organizing different co-curricular activities and celebration of important festivals and days of national and international importance in the College.

4. Promoting Use of Technology

- i. The College is making use of 2 e-classrooms, OHP, Computers, LCD Screens and Multimedia Projector for demonstration of Micro and Macro Lessons through transparencies & CDs at the Internal and External Practice of Teaching Phase.
- ii. Computers & Photocopier are also used for preparing documents of all types relevant to teaching-learning process.
- iii. College has developed its Website to provide needed information to the stakeholders.
- iv. Strengthening of the Computer Lab, ET Media Lab, Science and Psychology Lab has been done.

5. Quest for Excellence

The quest for excellence is visible from the efforts made by the institution and the management in the past and continuing to grow in future from the following:

- i. The results of previous years are indicative of the efforts made for achieving excellence in the Performance of teacher-trainees.
- ii. College Souvenir indicates clearly the Sustained Quest for Excellence since 1955.

- iii. The Library now has a Reading Room for 60 students. In addition to this, to start with the process of Automation of library, the preliminary steps have been taken up i.e. Bar Coding, arranging books etc.
- iv. 2 e-rooms have been activated.

Thus, Mission , Vision and Objectives, and all the activities of the College both curricular and co-curricular reflect the goals of the institution and are so designed that they help in the realization of the goals of the Institution.

2. New Academic Programmes Initiated

No such academic programme has been initiated this year.

3. Innovation In Curricular Design And Transaction:

Organization of Inter-house Competitions like Debates, Quiz, sports etc. and organization of Theme Based Morning Assemblies are the landmarks of innovations in curricular design and transaction. Further on the basis of the performance of students in inter-house competitions, Trophy for best house is being bestowed.

4. Inter-Disciplinary programmes started

B.Ed. Course Syllabus is multidisciplinary in character as it draws its contents from various disciplines like Psychology, Philosophy, Sociology, Statistics, Research and Languages. Apart from this, M.Ed. Course/ Programme which has been activated in the College has most of the courses/ papers having interrelated and common contents with those offered in the B.Ed. Hence, the inter-disciplinary programme requirement is also met with

5. Examination reforms implemented

To suggest reforms in the examination is the prerogative of the University. But faculty members are involved in examination invigilation, evaluation of final answer scripts etc. Apart from this, at the college level, cycle- tests, class- tests at the completion of each unit, seminars at the topics selected from within the syllabus etc. have been introduced as the evaluative measures and feedback is also provided to improve the performance level of the students.

6. Candidates qualified NET

The no. of teachers who have qualified NET / SLET: 00

No. of students who qualified NET/ SLET: 05

7. Initiatives towards faculty development programme:

Faculty development programmes have been made a regular feature of the College. Almost all the faculty members possess dual qualification and are continually improving their academic profile. Apart from this, Professional Development programmes such as short-term as well as long-term courses are also attended by the faculty members outside as well as inside the state.

8. Total no. of Seminars /Workshops conducted:

Following are the details of Extension Lectures /Guest Lectures / Seminars / National Workshop organized in the college:

Seminars: 2

National Level Workshop: 01

Other Workshops: 02

Extension Lectures: 05

9. Research Projects:

a. Newly Implemented: Nil

b. Completed: Nil

10. Patents generated, if any : NIL

11. New Collaborative Research Programmes:

i. No such programme has been initiated during the session 2011-2012.

12. Research grants received from various agencies : NIL

13. **Number of Research Scholars** : 35 (M.Ed. Dissertation Work)

14. **Citation Index of Faculty members and impact factor** : NIL

15. **Honors / Awards to the faculty:** Nil

16. **Internal resources generated:**

95% Grant in Aid from Punjab Govt. and Fees from Students.

17. **Details of Departments Getting SAP, COSIST(ASSIST)/DST.FIST, etc.**

Assistance/Recognition: Not Applicable

18. **Community Services:**

The College has always shown keen interest in meeting social responsibilities and has put its best efforts towards social aspects and thus endeavored to develop its employees (both teaching and non-teaching) and the students as „responsible citizens“. The members of teaching and non-teaching staff of the College along with the students have proved their keen interest in community services through a series of activities. Extension activities like Health and Hygiene Campaigns, AIDS Awareness Programme are organized by the NSS Unit, Red Ribbon Club and Red Cross Club of the college. Students also visited School for Deaf near by the college and spent quality time with them. Students also visited School for Deaf run by Red Cross Society near by the college and spent quality time with them.

19. **Teachers and officers newly recruited:**

- i. Teachers recruited = 08
- ii. Administrative officer = 01

20. **Teaching - Non teaching Staff ratio:** = 1.66:1

21. **Improvement in the Library services:**

- Reading room in the library has been renovated
- Matting of Library floors for noise free reading.

- Dissemination of magazines to different sections of the college for its prolific and ample use.

22. New books / Journals subscribed and their cost :

Following are the details of new books, Journals and Reference books purchased during last session and the amount spent on them:

S.No.	Books	Number	Cost
1	Text Books	13	625/-
2	Other Books	41	10,710/-
3	Journals	13	8,090/-

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback :

Students' assessment of teachers is introduced in all the courses and for all the teachers through feed-back Performas designed by the College.

24. Unit cost of education:

- Unit cost of Education excluding Salary component = Rs.5538 /-
- Unit cost of Education including Salary component = Rs.48,936 /-

25. Computerization of administration and the process of admissions and examinations results, issue of certificates:

Every wing of the college has already been computerized. All the administrative work is done with the help of computers. Online admission of B. Ed. was done with the help of computers. Apart from this, Intranet facilities have also been extended to different wings of the College. Final examination of both B.Ed. as well as M.Ed. Courses is conducted according to the norms and rules of the Guru Nanak Dev University, Amritsar .So; the College has no scope to issue self computerized Certificates and Mark-Sheets for examinations.

26. Increase in the infrastructural facilities:

Following additions are made in the infrastructure with its cost:

Sr. No.	Addition in Infrastructure	Cost
1	Water purifiers	44010/-
2	Equipments for E.T. lab	13646/-
3	Fans	3450/-
4	Office Equipments	2275/-
5	Furniture & Fixtures	316664/-
6	Equipments for Psychology lab	10400/-
7.	Water cooler	64838/-
8	Computers	34090/-
9	Electric fittings	31514/-
	Total	520887/-

27. Technology Upgradation :

Technology has been upgraded thoroughly. There are 22 computers with UPS in the Computer-Labs., 2 e-Classrooms with LCD screens, Multimedia Projectors and OHPs. All these gadgets are being put to optimum use by the staff as well as the students. Apart from this, Internet Facility is also being provided in the college. All add to the upgradation of technology by the College.

28. Computer and Internet access and training to teachers and students:

Open computer and Internet access has been provided to the teachers and the students. All the teachers are well-trained in the use of the computers and Internet. Students are also being trained in the free use of computers and Internet. It's important to mention here that computers has been introduced as a compulsory paper in the B.Ed. Course. Students use Internet facility to browse and search information material and prepare their notes and also update their knowledge. They are also guided by the teachers to make effective use of the different search engines. Staff also has a free access to the computers and Internet facility.

29. Financial aid to students:

The following students of this College have been selected to receive Student Aid Fund (Session 2011-12) unanimously by the Student Aid Fund Committee. The amount decided is as under:-

S.No	Name of the Student	Class	Roll No.	Amount (Rs.)
1.	Arun Joy Thapar	M.Ed.	1006	5000/-

2	Monika	B.Ed.	285	4000/-
3	Baljit Kaur	B.Ed.	155	5000/-
4.	Rajita	B.Ed.	210	4000/-
5.	Tanjot Kaur	B.Ed.	291	5000/-
6.	Sandeep Kaur	B.Ed.	256	4000/-
7.	Kiran Miglani	B.Ed.	266	2500/-

Other Scholarships

Post Matric Scholarship to BWC (2011-12)

Sr No	Name	Roll No	Amount	Cheque No.
1	Tarun jyoti	1021(M.Ed)	18612	039813
2	Pawan Kummur	13(B.Ed)	17587	039814
3	Mandeep Kaur	123	17912	039815
4	Harpreet Kaur	176	17912	039849
5	Kiran Rani	225	17587	039850
6	Parminder Kaur	226	17587	039851
7	Sandeep Kaur	256	17587	039852
8	Sumana Devi	278	17587	039853
9	Baljit Kaur	155	17912	039861
SC Scholarship				
1	Jyoti	276	19432	416196
2	Rajni Bala	165	19962	416197
Post Matric Scholarship to SC				
1	Raman Jassal		19962	015267

30. Support from the Alumni Association and its Activities:

The Alumni Association has always remained a constant source of encouragement and inspiration for the Institution. The feed-back and suggestions obtained from the Alumni Association are seriously taken into consideration, analyzed and accordingly reforms are

planned and followed up.

An important day, “Founders’ Day” is being celebrated every year on 25th November. During this session, Dr Raghbir Singh Bains, was the chief guest of the day. Who guided the students to do good deeds, keep themselves away from evils by quoting his experiences during the visit to various foreign countries.

31. Activities and support from Parent-Teachers Association:

During the admission process, the parents who are in Government or Administrative Services meet the principal and teachers of the college. The principal of the college requests them to interact with the students to guide the students about their corresponding field and parents also interact with the students without charging any money.

32. Health Services

The College has a well established Health Centre with all facilities for providing first aid/ primary care for common ailments. Due care is also taken to improve the health services & in this regard, the College organized various activities with the close coordination of staff, students and community. Following is the list of activities organized by the college:

- i. Every day visit of Lady Doctor for regular check-up of students.
- ii. Doctors on call are available 24 hours in case of emergency.
- iii. AIDS awareness Programmes/ Rallies.
- iv. Health awareness camps for the welfare of women from the under-privileged sections of the society.

33. Performance in Sports Activities:

Games and Sports are a regular feature of the College. Outdoor Games such as Volleyball, Badminton, Kho – Kho and Indoor Games like Chess, and badminton are available for all the students and a part time teacher has been recruited for giving proper training to the students. Proper periods have been arranged in the time-table for different sections, so that the physical and other aspects of the personality of the students are also taken proper care of. The College celebrated 52nd Annual Sports Meet on February 23-24, 2012.

34. Incentives to Outstanding Sports persons:

As a regular feature of the College, the students are provided with various opportunities to play various games and are adjudged for different positions on the basis of their performance and are given Certificates & Mementoes for recognition and encouragement. For the session 2011-2012, prize distribution function was organized & winners of various competitions held during the session were honored.

35. Students Achievements and Awards:

Our students have been showing very good results at the inter- college as well as the University level. To acknowledge their achievements, Merit Certificates have been awarded to them.

36. Activities of Career and Counselling Cell:

The Guidance Cell provides personal and academic guidance to students from time to time. Students are guided during different phases of the B.Ed. and M.Ed Course, as per their needs and problems. Following are the activities of Career and Counselling Cell:

(I) WORKSHOP

Career and Counseling Cell organized a workshop on 'Possible selves; Nurturing students' motivation. The resource person for the workshop was Mrs.Bharti Kapoor, a renowned Psychologist, educational consultant and an Executive Director of ODEPQ (Optimising Development in Emotional and Personality Quotient). This programme was based on Kansas University Invention Model by Michael Hock, Jean Schumaker & Denold Dashler & adapted by Bharati Kapoor for ODEPQ. The essence of the workshop was that we all know the importance of intrinsic motivation but very little is done to understand the fears lying beneath the hopes & expectation of students. This workshop aimed to bring to fore the dreams, hopes, and expectation of students and then help them to create a do able action. Around 300 students and teachers participated in the workshop.

(II) SEMINAR

Career and Counseling Cell of the College organized a Seminar on the topic 'Positive Health and Nutrition' on 10.2.2012. The key speaker was Dr.Balwinder Singh, D.M., Gastroenterology, Joshi Hospital, Jalandhar. He emphasized on the fact that nature has given us a

priceless body so eat less, work more, do regular exercise, do not buy disease, stay stress free to be healthy & fit.

(III) WORKSHOP

In the same series another Workshop on 'Professional and Soft Skills' was organized on 01.2.2012. The key speaker of the workshop was Ms.Vandana R. Operation Manager, Mindmaxx. This workshop was organized in two sessions. The first session was about the essential aspects of Resume Making and second session stressed that personality emphasizes on ability, discipline & success. It was also emphasized that in order to succeed in a profession along with good communication skills one must possess soft skills as well.

(IV) VISIT TO SCHOOL FOR DEAF

Career & Counseling Cell of the College organized a visit to the school for Deaf & Dumb run by Red Cross Society in the February, 2012. The objective of this visit was to sensitize the future teachers and teacher educators towards the needs of special children.

37. Placement Services provided to students:

Placement Cell has been trying its best to meet the placement needs of the students. On curricular aspect, to improve teaching skills of the students to make them effective future teachers, entire B.Ed. programme is focused on that and besides routine teaching, they are given rigorous training in the skills of teaching through Micro- teaching, Macro- teaching and Internship activities. Details of the activities undertaken to enhance placement potential of the students are:

- (i) Orientation lectures for preparing their mind set as per the needs of the industry
- (ii) Career-Talks
- (iii) Skill Development Programmes
- (iv) Referring local students to practicing schools

- (v) Placement of the alumni in the College

38. Development program for non-teaching staff:

- Time to time Principal of the institution encourages them for their good work by giving cash prize.
- Ensure their participation in expert talks

39. Best Practices of the Institution:

- Provision of “Tutorial Period” during which curricular problems of teacher-trainees are addressed by the incharge teachers and training in Internship is given.
- Constitution of IQAC Cell in the institution, which looks after quality improvement measures in the institution.
- Provision of “Suggestion Box” for feedback and Quality Enhancement.
- CR’s meetings with the Principal in which curricular problems are discussed and feedback on various issues is taken.
- In order to overcome the difficulty students who are admitted to the College from Hindi and Punjabi medium background, the teachers transact the curricular content in Hindi and Punjabi as well as in English.
- Compulsory computer training programme for all students as well as teachers
- Extensive use of ICT and teaching through e-Classrooms.
- Activities for the holistic development like Yoga, Meditation, & extension activities.

Best Practices in Teaching-Learning and Evaluation

- Frequent Extension/ Guest Lectures.
- Scholarships for meritorious students.
- Financial & other assistance for poor and needy students.
- Faculty development is a continuous feature of the College.

Extension

- Organisation of AIDS Awareness programme.
- Organisation of Medical Camps & Health-Talks..

- Students' participation in outreach activities & organisation of Camps by NSS unit of the College.
- Visit of the students to School For Deaf, Mentally Retarded and Orphanage-Homes for lending helping hand to inmates of the house.
- Health awareness camps for the welfare of women from the under-privileged sections of the society.

40. Linkages Developed with National /International /Academic / Research bodies:

NIL

41. Any other relevant information :

MGN College of Education has had a long standing commitment to women issues and is working towards their amelioration ever since its inception. The Management of the College is committed to enhance the quality of the Institution in all the spheres and is making continuous and commendable efforts in this direction. It is under their visionary and able guidance, the College has taken notable strides in the direction of quality improvement in terms of infrastructural facilities, use of ICT, and creation of e-classrooms for curriculum transaction. The College has a functional Internal Quality Assurance Cell (IQAC) in place which with the support and guidance of the Management and Heads of the Institution, develops quality benchmarks for various academic and administrative activities of the Institution.

Part C

PLANS OF THE INSTITUTION FOR THE NEXT YEAR 2012-2013.

For the Quality promotion and sustenance in future the Institution has set the following objectives:

1. To improvise parameters for the student's feedback and students assessment
2. Students skill set enhancement activities like Inter House Competitions
3. To strengthen Collaborations & Linkages at Local, State, National & International Levels and to strengthen & formalize relationship with practice teaching schools and to organize Workshops / Seminars and to strengthen & formalize relationship with parents and alumni & practice teaching schools
4. To continue with Extension Lectures / Guest Lectures.
5. To continue with faculty development programmes.
6. To organize Educational Tours & Picnics.
7. To give exposure of the kind of Research & Practicum work being done in other Universities / Renowned teacher Education Institutions / Depts. of Education located in Indian Universities.
8. To strengthen Career & Counseling Cell
9. To strengthen Placement Cell
10. To encourage Teachers & Students for greater involvement in NSS & Community outreach programmes.
11. "Models of Teaching" to be practiced by Teachers & Students.
12. To provide better infrastructural facilities for giving space for the holistic development of would be teachers

Coordinator, IQAC

Chairperson, IQAC

