

**MGN COLLEGE OF  
EDUCATION, JALANDHAR**



**Annual Quality  
Assurance Report  
July 2012 -May 2013**

# 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 continue with taking student's feedback for quality assurance.
2. To continue with students skill set enhancement activities like Inter House Competitions and value added programmes/activities
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.

#### **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**

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 Thematic Display Board Competition**
- 4. Inter House Teaching Aids Preparation Competition**
- 5. Inter House Kho-Kho Competition**
- 6. Inter House Badminton Competition**
- 7. Inter House Chess Competition**
- 8. Inter House Power Point Presentation Competition**
- 9. Inter House Slogan Writing Competition**
- 10. Theme based Morning Assemblies**

This session morning assemblies were organized on the following topics :

<b>House</b>	<b>Date</b>	<b>Topic</b>
<b>Plato House</b>	7.12.2012	Corruption in Education
<b>Socrates House</b>	11.12.2012	Role of Values in Grooming Personality
<b>Rousseau</b>	21.12.2012	If Character is Lost Everything is Lost

<b>House</b>		
<b>Dewey House</b>	19.01.2013	Life, Philosophy & Teachings of Swami Vivekananda
<b>Sartre House</b>	22.01.2013	Yoga and Holistic Development of Personality

## **11. Celebration of important days, National as well as International.**

### **1. Ardas Diwas**

"Ardas Diwas" was ceremonised on 1.09.12 to seek blessings of the Almighty for the forthcoming session.

### **2. Teacher's Day**

M.Ed. students of the College of Education, Jalandhar organized 'Teacher's Day' on sept.5,2012 in college campus. The function was presided over by Prof. Y.K. Sharma, Department of Education, H.P.University, Shimla. Speaking on the occasion, Prof. Y.K. Sharma emphasized the need of dedication of the Nation's builders towards teaching profession and respect the teacher - student bond immensely. He also emphasized the role of a teacher as a friend, philosopher and a guide and compared teacher with God when he acts as a generator of knowledge, organizer of knowledge and dissolver of negative influences. Principal Dr. Amit Kauts also emphasized that teacher should build a sense of self – introspection so that they develop the capacity of constructive work.

On this occasion, M.Ed. students through the poem by Vandana, speech by Arpita, stressed the relevance of teacher's day. The concept of RTE and inclusive education was portrayed by the students through a play and also portrayed the life sketch of Dr. Sarvapalli Radhakrishan. Baljinder Kaur, Sheetal and Amarjot conducted the stage. The whole programme was co-ordinated under the supervision of Dr. Deepa Sikand Kauts.

### **3. Celebration Of 150th Birth Anniversary Of Swami Vivekananda**

A seminar was held on the occasion of Swami Vivekananda 150th Birth Anniversary on 22-01-2013. On this occasion, Vivekananda life and philosophy was exhibited on a display board. The philosophy of Vivekananda was commemorated by Gorvi through a PowerPoint presentation on Life sketch of Swami Vivekananda. Students presented a poem depicting the work, ethics and

values of Swami, elaborated the philosophy of Swami Vivekananda reflected on the works of Vivekananda and skit depicting the relevance of thoughts of Swami Vivekananda in modern life.

- 4. Hindi Diwas:** To realize the importance and to motivate the students to use and respect our mother tongue, Hindi divas was organized in the college premises on 14-09-2012, under the supervision of Assistant Professor Mrs. Monika. Students of teaching of Hindi Poonam, Rajni, Sandeep, Raminder, Amardeep and Anju emphasized the importance of Hindi through their speeches and poems.
- 5. Celebration of World AIDS Day:** World AIDS Day was celebrated on Dec. 1, 2012 by the Red Ribbon Club in order to spread awareness towards AIDS.

#### **6. Bani Diwas (Founder's Day)**

M.G.N College of Education organised Founder's day of M.G.N. Educational trust by organizing 'Bani Diwas' on Nov.in the form of '26th All India Shabad Gayan Competition,' in which 17 teams from different states i.e. Punjab, Haryana, Himachal Pradesh and Delhi etc. participated. This Competition was judged by eminent educationists Prof. Tajinder Singh (H.O.D. Music Department, B.D. Arya College, Jalandhar), approved T.V. and radio artist in light vocal Geet/Gazal; Mrs. Karamjeet Kaur Sekhon, Retd. Lecturer of Punjabi; S. Inderjit Singh, Famous Sitar Player and Doordarshan Artist.

The team from G.G.N. Public School, Ludhiana stood first. Second Prize was shared by Swami Sant Dass Public School, Jalandhar and Guru Amar Dass Public School, Jalandhar, where as the Third Prize was shared by the teams from Guru Nanak International Public School, Ludhiana and M.G.N. Public School, The Mall, Kapurthala.

In the Non Sikh State/School Category Guru Teg Bahadur Public School, Karnal, Haryana stood first. Students from various schools recited Raagas from Amrit Kirtan and Shri Guru Granth Sahib and everybody was involved into melodies.

Dr. Raghbir Singh Bains (Order Of British Columbia, Canada, Nishan-e-Sikhi) graced the occasion as chief guest. He appreciated the endless efforts from students who recited Raag in proper way with proper pronunciation. He inspired that students should continue such learning and follow teachings of Guru Nanak Dev Ji.

### **III. To organize Workshops / Seminars and to strengthen & formalize relationship with parents and alumni & practice teaching schools**

#### **1. Community development programme: workshop on professional development of school teachers**

For the professional development of the school teachers, two workshops entitled “Vitalizing Teaching Methodology” were organized one for Social Science teachers and another for Science teachers. In this series, the first workshop was organized on April 16, 2013 for teachers teaching Social Sciences to promote teaching skills. This workshop was presided over by Principal Dr. Amit Kauts who in the inaugural address stressed that it is important for Social Sciences teachers to understand the social environment. He also focused that until we correlate the teaching with the higher objectives of teaching only the bookish knowledge to the students can be given and ultimate objective of teaching cannot be attained.

This workshop was conducted under three technical sessions. First technical session was conducted by Mrs Neelu Jhanji who spoke on the topic “Role of Instructional Objectives for Effective Teaching”. During this session, an orientation and practice in framing of instructional objectives from knowledge to evaluation level were given to the teachers by Dr Amit Kauts and Mrs Neelu Jhanji. In the second reflective session, Mrs Shivani Gulati elaborated on Methodological Framework for Integrating ICT in Social Sciences and focused on exploration, gathering information, its organization and communication by using ICT tools viz. Google Earth, Google Images, Mind Maps, Lexicons, Smart Art, Social Networking Sites, Timelines, Graphs etc. Different online and offline resources being told in order to make teaching of Social Sciences interesting.

In the third session, Dr Deepa Sikand Kauts reflected upon the topic “CCE as a tool for developing overall personality”. The session intended to review the latest developments

in the schools especially after introduction of CCE programme and acquisition of skills for the overall development of the personality of the teachers as well as students.

15 Social Sciences teachers from 13 practising schools participated in the workshop. Mrs Neelu Jhanji was the course co-ordinator, Dr Meharban Singh was the Co-ordinator and Dr Deepa Sikand Kauts was the Academic Co-ordinator of this workshop.

In this series, the second Workshop was organized on April 20, 2013 for teachers teaching Sciences to promote teaching skills. The second workshop was presided over by principal Dr. Amit Kauts. This workshop was conducted under three technical sessions. In the first technical session, Principal Dr Amit Kauts emphasized the need to bridge the gap between curriculum of teacher education programmes and actual class-room teaching in order to produce better teachers. He also stressed that we need to master three types of knowledge i.e. Content, Pedagogical content and Curricular, in order to bring desirable learning outcomes and for this, consistency in efforts throughout the school environment is needed.

Second technical session was conducted by Dr Meharbhan Singh, who spoke on the topic “Role of Instructional Objectives for Effective Teaching”. During this session, it was focused that we need to frame instructional objectives to cater to the diverse needs of the students. In this interactive session, Dr Amit Kauts and Dr Meharban Singh addressed to the practical class room problems of the teachers in order to bring attitudinal change in teaching Science.

Third reflective session was conducted by Mr Gagandeep Sharma, who demonstrated Inquiry Training Model in Teaching of Sciences which can help the students to develop scientific temper and creative thinking among the students. This workshop aimed at strengthening the relationship with one of the institution’s important stakeholders i.e. practising school. 15 Science teachers from 12 practising schools participated in the workshop. Mr Gangandeep Sharma was the course co-ordinator, Dr Meharban Singh was the Coordinator and Dr Deepa Sikand Kauts was the Academic Co-ordinator of the workshop.

- 2. Inter College Declamation Competition :** The barbaric action of men on 23 years old woman, who was gang raped and thrown out of a bus in Delhi has



shocked the nation and raised the question how truly protected are our women ? In view of this, Literary Club of the College organized an Inter College Declamation contest in the college premises. 23 students from 11 Colleges (both degree and Education) participated in the competition. The event was presided over by Sahitya Akademi Award Winner Punjabi Author Dr. Waryam Singh Sandhu. Speaking on the occasion, the chief guest emphasized the need to change our perception which is deeply rooted in the male psyche which promotes gender biasness. And being teachers we need to realize our responsibilities to reflect upon this sensitive issue of present Indian society.

### **3. Education innovation project**

Under the U.G.C grant, a project on "Innovative Practices In Teaching" has been taken up in the college and innovative material has been designed in different subjects viz. languages, Social Science and Mathematics. Resource persons Prof. Y.K. Sharma and Dr. Lokesh Verma were invited to analyze the content pedagogy experts Dr. P.K. Tulsi, Professor, NITTTR, Chandigarh and subject experts Dr.J.C. Garg, Prof. Dept. of Punjabi, D.A.V College, Jalandhar, Mrs. Baljinder Gill, Teacher M.G.N. Public School, Jalandhar, Ms. Sushma Parhar, HOD, English, M.G.N. Public School, Dr. Raj Kumar Sehgal, Principal, Dayanand Model School, Jalandhar, Dr. Ashwini Sharma, Associate Prof., D.A.V College Jalandhar, Dr. Daljit Singh, Associate Prof., Doaba College, Jalandhar were invited to discuss the revised content of 9th class in different subjects and pave the way for its implementation.

Dr. Deepa Sikand Kauts was the Project Co-ordinator, Subject Co-ordinators were Dr. Ravjeet Kaur in English, Dr. Meharban Singh in Punjabi, Mrs, Neelu Jhanji in Social Science, Mr. Gagandeep Sharma in Science and Dr. Radha Arora in Mathematics.

Subject participants in English from session 2011-12 were Mandeep Dosanjh, Tarunjyoti Kaur, Ramandeep Kaur, Ruchi Sharma, Seema Arora, Deepshikha, Mandeep and from session 2012-13 were Amisha, Daljeet, Jasvir, Vandana, Komal, Monika, Sapandeep and Gorvi. Subject Participants on Punjabi were Sandeep Kaur, Baljinder Kaur, Seema, Simarpreet Kaur, Veerpal Kaur, Komal, Baljit and Manpreet Kaur. Subject Participants in Science from

session 2011-12 were Neha Sharma, Seema Sharma, Ruchi Kumar, Ginny Bansal and Rakesh Kumar and from session 2012-13 Kawal Kahlon, Manjinder Kaur, Raj Rani, Simarnjit Kaur, Mandeep Kaur, Shabnam, Priya, Mandeep Kaur, Manpreet Kaur and Sana Zaidi. Subject participants in Mathematics from session 2011-12 were Amrita, Arpinder, Neha, Manpreet Kaur, Deepika, Ranjeet and Pankaj and from session 2012-13 were Manisha Chawla, Shikha Sikri, Meenu, Hem Praba Sharma, Gunjan Sharma, Amandeep Kaur Gulati and Pawan.

Subject Participants in Social Science from session 2011-12 were Manpreet, Amit, Radhika Kumra, Prabjot, Sandeep, Gagandeep and Ritika and from session 2012-13 were Ruby, Sukhwinder, Shashi, Rajvinder Kaur , Aarti Devi, Puneet and Charanpreet.

#### **IV. To continue with Extension Lectures / Guest Lectures.**

A series of extension lectures were organised for professional and social awareness, the details areas following :

##### **28-9-2012**

M.G.N. College of Education, Jalandhar, under the Enrichment Programme organized Extension Lectures. In this series, the first speaker was Dr P.K.Tulsi, Professor, National Institute of Technical Teachers Training & Research, Sector 26, Chandigarh, who spoke on "Research Methodology."

##### **6-9-2012**

Prof. Y.K. Sharma from Department of Education, H.P. University Shimla delivered lecture on the topic 'Role of Teachers'.

##### **8-10-2012**

The lecture was delivered on the topic "Healthy Life" by B.K. Rajendra Bhai from Brahma Kumari Aashram who emphasized that Healthy means Heal thyself which indicates holistic well being that includes physical, mental, social and spiritual health. He also stressed that good thoughts, peaceful vibrations and

mastery over senses are the keys to healthy life. On this occasion Bhai Rajendra Ji also demonstrated meditation to heal thyself and generate positive vibrations.

### **13-03-2013**

The Women Welfare Committee of M.G.N. College of Education, Jalandhar celebrated Women's Day by organizing an extension lecture on "Raising Self Concept of Women" by Dr Dipali Gul, Psychiatrist, Doaba Hospital, Jalandhar. The entire event was co-ordinated by Mrs. Neelu Jhanji and Dr. Radha Arora.

#### **V. To continue with faculty development programmes.**

**On 28-9-2012** under the Faculty Development Programme an expert talk was held by Dr P.K.Tulsi, Professor, National Institute of Technical Teachers Training & Research, Sector 26, Chandigarh, who spoke on "Research Methodology."

#### **VI. To organize Educational Tours & Picnics.**

Under the Educational Tour and Excursion Programme activity, M.G.N. College of Education organized a Seven Days tour Jan.25 to Jan. 31, 2013 to Udaipur, Jaisalmer, Jodhpur, Ajmer, Pushkar and Mount Abu. 40 students and 5 teachers Dr. Deepa Sikand Kauts, Mr. Gagandeep Sharma, Mrs. Pooja Bhardwaj, Mrs. Harbinder Kaur and S.Vikramjeet Singh Meho along with Principal Dr. Amit Kauts visited various historical monuments like Uday Palace, Dilwara Jain Temples, Ranakpur Jain Temple, Saheliyon ki Bari etc. Students also visited the range of Thar desert. The purpose of the visit was to make students aware about our rich culture and heritage and also acquaint them with Indian philosophies especially the Jain Philosophy. Dr. Deepa Sikand Kauts and Mr. Gagandeep Sharma co-ordinated the tour arrangements.

#### **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.

### **VIII. To strengthen Career & Counseling Cell.**

Following activities were organized by Career and Counseling Cell:

- **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 19<sup>th</sup> March, 2012. The objective of this visit was to sensitize the future teachers and teacher educators towards the needs of special children.
- **Workshops:** Career & Counselling cell of M.G.N. college of Education, Jalandhar organized a series of Workshops in the College Campus for refreshing and improving the teaching skills of the students. In this series, a workshop was organized on **“Refresh Skills”** on May 16, 2013. The resource persons of the workshop were Mr Manhar Arora, Head of Career Skills Development Organisation and Mrs. Ritu Raj Arora, CEO, Refresh Skills. Known for his creativity and innovation at work and columnist in various leading magazines and newspapers, Mr. Manhar Arora in a very interactive manner emphasized to change the perspective and introduction to new concepts and experiences by dropping the negative cap. He also emphasized that by increasing Physical, Emotional and Psychological capacities teachers can make a huge difference in the lives of the students.
- In the same series, second workshop on **Creative & B.B. writing** was organised in collaboration with **VOCEDU**, vocational training organization on May 20th, 2013. Dr. Deepa Sikand Kauts and Mrs. Pooja Bhardwaj co-ordinated all these programmes.

### **IX. To strengthen Placement Cell**

- This year different Educational Institutions were asked about the skill requirements for pupil teachers. On that basis, ICT based activities are being integrated in the curriculum.
- Also, on telephonic demand from different institutions, 8-10 students appeared for job interview.

- Under the placement drive by Akal Academy, Baru Sahib, 23 students were selected.

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

**OUT REACH PROGRAMME (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 from 24th to 27th September, 2012 under the supervision of Mrs. Aarti Nanda. 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 were 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 had been finalized for programmes to be launched by M.G.N. College of Education. The programmes were 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

## **IX 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.

## **XI. To provide better infrastructural facilities for giving space for the holistic development of would be teachers.**

- For this college hall and Seminar Rooms has been renovated and get equipped with all the technological up gradation along with centrally air-conditioning.
- Renovation of Gymnasium was also done.
- Construction of Cultural Resource Center.

## **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 5 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 & 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 the Library is fully automated.
- 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. However, a full fledged course Masters of Education (M.Ed.) was introduced in the College during the session 1996-97 and classes for its first batch started from the same session.

#### **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 is as under:

NET = 02

No. of students who qualified NET/ SLET:

NET =02

#### **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:**

The College organized Extension Lectures /Guest Lectures / Seminars on Quality Concerns in Teacher Education (two-days National Seminar). Following are the details of such programmes:

Extension Lectures/ Guest Lectures = 10

Seminars = 01

**9. Research Projects completed: NIL**

**10. Patents generated, if any : NIL**

**11. New Collaborative Research Programmes:**

No such programme has been initiated during the session 2012-2013.

**12. Research grants received from various agencies : NIL**

**13. Details of Research Scholars : 33 (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 Population survey, 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.

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

i. Teachers recruited = 07

ii. Administrative officer = 00

20. **Teaching - Non teaching Staff ratio:** = 1.28:1

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

- Second major step has been taken by installation of SOUL database for the automation of Library.

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	247	82,565/-
2	Other Books	99	1,17,405/-
3	Journals	26	18,770/-

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. **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.

25. **Unit cost of education:**

- a) Unit cost of Education excluding Salary component = Rs.11,865 /-
- b) Unit cost of Education including Salary component = Rs.63,046 /-

26. **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.

## **27. Increase in the infrastructural facilities:**

Following additions are made in the infrastructure with its cost:

Sr. No.	Addition in Infrastructure	Cost
1	Furniture and fixture	183475/-
2	Building Renovation	633549/-
3	ACs	486918/-
4	Laptop	41300/-
5	Electric fittings in college	78842/-
6	Fans	10150/-
7.	Equipments under PG grant	215465/-
8	Ceasefire	12500/-
9	Sports Equipments	500827/-
10	Other quipments	87737/-
11	Equipments for Psychology Lab	9528/-
	Total	22,60,291/-

## **28. 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.

## **29. 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. as well as M.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.



2	Shabi na Kuma ri	Sh.Tar sem Lal	5000 0/-	M. Ed .	28. 7.1 2	18 2/-	12 84	39 40 4	530 x 10 = 5300	1008/502 01/03281	587 4 416 9	011310000 18999	PSIB 000011 3
	Roll No 1029		Daily wage								959 1		
3	Manp reet Ram	Sh.Hari Ram	7000 0/-	B. Ed .	22. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1055/901 24/00010	930 9 824 1	077300010 7274639	PUNB0 077300
	Roll No 05		Labo ur								805 7		
4	Amit Kuma r	Sh.Mul kh Raj	1565 28/-	B. Ed .	25. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1008/500 68/41202	594 8 151 1	220500012 1173794	PUNB 022050 0
	Roll No 06		Barb er								049 9		
5	Nisha Kuma ri	Sh.Sat Pal	1800 00/-	B. Ed .	4.8. 12	18 2/-	12 84	39 40 4	530 x 10 = 5300	1008/511 99/14516	773 9 847 1	200661687 86	SBIN 000605 4
	Roll No 121		Ex- Servi ce man								095 1		
6	Sand eep Kaur	S.Amar jit Singh	8000 0/-	B. Ed .	4.8. 12	18 2/-	12 84	39 40 4	530 x 10 = 5300	1052/7034 7/23938	5941 0801	651228770 48	STBP 000071 8
	Roll No 137		Labo ur								6487		
7	Anju	Sh.Jeet Lal	4800 0/-	B. Ed .	6.8. 12	18 2/-	12 84	39 40 4	530 x 10 = 5300	1055/9005 5/02766	4606 3108	525100006 9688	PSIB00 00525
	Roll No 150		Labo ur								2589		
8	Rajwi nder Kaur	Sh.Ra m Lubhay a	5000 0/-	B. Ed .	6.8. 12	18 2/-	12 84	39 40 4	530 x 10 = 5300	1088/8013 9/06384		651212534 52	STBP00 00718
	Roll No 151		Labo ur										
9	Rajwi nder Kaur	S. Manjit Singh	1200 00/-	B. Ed .	6.8. 12	18 2/-	12 84	39 40 4	530 x 10 = 5300	1008/501 84/00607	406 1 537 1	217889068 84	ALLA02 12411
	Roll No 153		Labo ur								891 6		
10	Seem a	Sh.Bir Chand	7000 0/-	B. Ed .	6.8. 12	18 2/-	12 84	39 40 4	530 x 10 = 5300	1055/9011 1/01657	9649 9580	222700150 0284216	PUNB 022270 0
	Roll No 157		Labo ur								8572		
11	Monik a	Sh.Raj Kumar	7000 0/-	B. Ed .	6.8. 12	18 2/-	12 84	39 40 4	530 x 10 = 5300	1008/5122 4//05732	5673 3056	320429104 68	SBIN00 08301
	Roll No 162										5858		
12	Priya	Sh.Sha m Lal	6000 0/-	B. Ed .	6.8. 12	18 2/-	12 84	39 40 4	530 x 10 = 5300	1207/0451 5/04752	7686 2101 2192	070300010 1292722	PUNB0 070300
	Roll No 173		Labo ur										
13	Rajwi nder Kaur	S.Kewa l Singh	7000 0/-	B. Ed .	6.8. 12	18 2/-	12 84	39 40 4	530 x 10 = 5300	1055/9027 0/03366	6338 0016 2024	0646219 1005655	ORBCO 100646

	Roll No 176		Labour										
14	Neelam	Sh.Darshan Lal	4800 0/-	B. Ed .	6.8.12	18 2/-	12 84	39 40 4	530 x 10 = 5300	1207/0451 5/04785	6647 4983 4940	299100 150601095 6	PUNBO 299100
	Roll No 180		Labour										
15	Palvi	Sh.Pawan Kumar	7000 0/-	B. Ed .	6.8.12	18 2/-	12 84	39 40 4	530 x 10 = 5300	1008/5011 1/58400	4527 4726 4256	318430964 19	SBIN 000830 1
	Roll No 183		Labour										
16	Kiranjeet	Sh Pala Ram	8500 0/-	B. Ed .	6.8.12	18 2/-	12 84	39 40 4	530 x 10 = 5300	1008/501 56/01459	731 8 643 4	221910105 7540	CNRB 000221 9
	Roll No 185		Labour								549 1		
17	Amanpreet Kaur	S.Jasvir Singh	1863 00/-	B. Ed .	20. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1001/1045 3/01243	5239 1121	041101000 012283	IOBA 000041 1
	Roll No 199		Retired								1055		
18	Meenu	Sh.Mohan Lal	4800 0/-	B. Ed .	20. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1055/9013 4/03485	8636 3420 3237	118021910 09499	ORBC 010118 0
	Roll No 204												
19	Kiran	Sh.Joginder Pal	5800 0/-	B. Ed .	21. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1055/9041 0/03958	2388 5721 4781	082000150 0002608	PUNB 008200 0
	Roll No 221		Labour										
20	Neetu Kumari	Sh.Sohan Lal	8000 0/-	B. Ed .	22. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1055/9013 2/06375	8263 755 6882 7	813722000 12246	SYNB 000813 7
	Roll No 230		Labour										
21	Harpreet Kaur	S.Pinder Singh	6000 0/-	B. Ed .	25. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1008/5017 8/00591	7323 4934	500742854 21	ALLA 021241 1
	Roll No 241		Labour								2494		
22	Shama Kumari	Sh.Girdhari Lal	3000 0/-	B. Ed .	25. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1008/5121 6/01348	4608 9576	023500150 0006998	PUNB 023500
	Roll No 247	Smt.Bachno Devi	Labour								1551		
23	Jyoti Bala	Sh.Krishan Ram	6000 0/-	B. Ed .	25. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1008/5006 6/00731	3134 1529	087210000 6108	PSIB 000087 2
	Roll No 252		Carpenter								8698		
24	Upasna	Sh.Satnam	4000 0/-	B. Ed .	25. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1055/9014 2/08199	4589 2325 7211	320133031 85	SBIN 000800 8
	Roll No 255		Labour										
25	Savinder Kaur	Sh.Budh Singh	3600 0/-	B. Ed .	25. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1218/2400 4/14264	9668 5145	006421910 09525	ORBC 010006 4
	Roll		Labour								3263		

	No 285		ur										
26	Ekta	Sh.Ashok	7500 0/- Labo ur	B. Ed .	25. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1008/5023 9/16066	4513 0110 6847	469900150 0014296	PUNB 046990 0
	Roll No 289												
27	Maninder Kaur	S.Lakhwinder Singh	6000 0/- Labo ur	B. Ed .	25. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1055/9035 0/31645	6883 3932 5892	814862627 57	SBIN 000180 7
	Roll No 291												
28	Kamni	Sh.Raj Kumar	5000 0/- Labo ur	B. Ed .	25. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1008/5002 1/01742		640610110 004987	BKID 000640 6
	Roll No 312												
29	Mandeep Kaur	Sh.Ram Parkash	5000 0/- Labo ur	B. Ed .	25. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770			006421910 09525	ORBC 010006 4
	Roll No 318												
30	Priyanka	Sh.Des Raj	8500 0/- Labo ur	B. Ed .	25. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770		584 6 957 6 983 1	324011627 10	SBIN 001197 1
	Roll No 322												
31	Rajni	Sh.Pan kaj Kumar	6000 0/- Sales man	B. Ed .	29. 8.1 2	18 2/-	12 84	39 40 4	530 x 9 = 4770	1008/5001 0/38446	7679 4661 1078	220500012 1130708	PUNB 022050 0
	Roll No 324												

### SC Stipend 2012-13

Sr. No	Roll No	Name / Father Name	Year/ Class	Amount	Ch. No
1	1017	Rajni Bala/ Sh Mulkh Raj	2012- 13(M.Ed)	11796	032451
2	285	Savinder Kaur/Sh Budh Singh	2012- 13(B.Ed)	11796	032452
3	292	Maninder Kaur/S. Lakhwinder Singh	2012- 13(B.Ed)	11796	032453

### State Merit Scholarship 2012-13

Sr. No	Roll No	Name / Father Name	Year/ Class	Ch. No
1	185	Kiranjeet Kaur./Sh. Pala Ram	2012-13(B.Ed)	721753
2	219	Rupal/ Sh. Mohinder Pal	2012-13(B.Ed)	721754



### **31. 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.

Order of British Columbia, Dr Raghbir Singh Bains marked his presence in the college and made the students aware about hazards of AIDS and drug Addiction, biggest threats to youth in Punjab.

### **32. 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.

### **33. Health Services**

All the staff and students are covered with Medical Insurance. 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 organised various activities with the close coordination of staff, students and community. Following is the list of activities organised by the college:

- i. Everyday 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.

### **34. 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 53<sup>rd</sup> Annual Sports Meet on 26<sup>th</sup> and 27<sup>th</sup> February, 2013.

### **35. 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 2012-2013, prize distribution function was organised & winners of various competitions held during the session were honored.

### **36. 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.

### **37. 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:

- 1. Visit to School for Deaf and Senior Citizen Home**
- 2. Workshops on “ Refresh Skills”** by Mr Manhar Arora, Head of Career Skills Development Organisation and Mrs. Ritu Raj Arora, CEO, Refresh Skills.
- 3. Workshop on Creative & B.B. writing** was organised in collaboration with VOCEDU, vocational training organization on May 20th, 2013.  
**(The details are already provided in Part A, objective VIII)**

### **38. 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) Training in resume writing
- (iv) Skill Development Programmes
- (v) Referring local students to practicing schools
- (vi) Placement of the alumni in the College

- Placement drive by Akal Academy, Baru Sahib May 1, 2013 and 23 students were selected

<b>Sr No</b>	<b>Roll No</b>	<b>Name</b>
1	01	Mohit Khurana
2	288	Rupinder Kaur
3	120	Neha Arora
4	224	Tanu Sharma
5	286	Manjot Kaur
6	237	Raj Rani
7	205	Urvashi
8	143	Neeru
9	250	Baljinder Kaur
10	130	Gagandeep
11	153	Rajwinder Kaur
12	292	Manjinder Kaur
13	215	Ravinder Kaur
14	203	Isha Aggarwal
15	300	Anjali Kapoor
16	298	Shivangi
17	05	Manpreet Ram
18	316	Sandeep Kaur
19	276	Sonam Arora

20	173	Priya
21	225	Harpreet Kaur
22	258	Ridhika Jain
23	210	Amandeep Kaur Gulati

**39. 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

**40. 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..
- Literacy programme in the surrounding areas.
- Students' participation in outreach activities & organisation of Camps by NSS unit of the College.
- Visit of the students to Destitute Homes 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.

### **41. Linkages Developed with National /International /Academic / Research bodies:**

NIL

### **42. 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 2013-2014.**

**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**