

GOVERNMENT COLLEGE OF EDUCATION, SECTOR 20-D, CHANDIGARH

Notice

Dated: 25.09.2023

It is for the information of all the members of Curriculum Planning and Enrichment Committee and **Academic Coordination and Monitoring Committee** that the meeting of the same is scheduled on 26th Sep. 2023 at 11:00 am Dean office. All the members of the committee are requested to attend the meeting ;-

- Dr. Sapna Nanda (Principal & Chairperson)
- Dr. A.K.Srivastava (Dean) *3m*
- Dr. Anjali puri (Associate professor) (PGD&C incharge) *W*
- Dr. Balwinder Kaur (Associate Professor) *BW*
- Dr. Anurag Sankhian (Associate Professor) *(on leave)*
- Dr. Sanjeev Kumar (Associate Professor) *S*
- Dr. Sheojee Singh (Associate Professor) *SPS*
- Dr. Upasana Thapiyal (Asstt. Prof.) *upn 25/9/23*
- Dr. Vandana Agarwal (Former Faculty)
- Dr. Poonam Bansal (Alumni)
- Student Representative 1. M.Ed. *Shikha*

3. PGD Guidance and Counselling

Bhavya

2. B.Ed. *Hanika (Section-A)*
1404 (Section-A)

Agenda:- 1-smooth functioning of the classes and Teaching Learning Process related problems.

2- Coordination for academic enrichment

3- Any other

3
Dean *25/9/23*
GCE-20-D, CHD

Hando
25/9/2023
Principal
Government College of Education
Sector 20-D, Chandigarh

CC :- 1. . College website *Received Poonam 25/9/23*

- ✓ 2. NAACC *Sh 25/9/23*
- ✓ 3. Concerned committee members

*Note: - Dr. Upasana will note down the minutes of meeting of in this meeting.

GOVERNMENT COLLEGE OF EDUCATION, SECTOR 20-D, CHANDIGARH

Attendance

Dated: 26.09.2023

It is for the information of all the members of Curriculum Planning and Enrichment Committee and **Academic Coordination and Monitoring Committee** that the meeting of the same is scheduled on 26th Sep. 2023 at 11:00 am Dean office. All the members of the committee are requested to attend the meeting ;-

- Dr. Sapna Nanda (Principal & Chairperson) *Sapna Nanda 26/9/23*
- Dr. A.K.Srivastava (Dean) *A.K. Srivastava 26/9/23*
- Dr. Anjali puri (Associate professor) (PGD&C incharge) *Anjali Puri 26/9/23*
- Dr. Balwinder Kaur (Associate Professor) *Balwinder Kaur*
- Dr. Anurag Sankhian (Associate Professor) *Anurag Sankhian*
- Dr. Sanjeev Kumar (Associate Professor) *Sanjeev Kumar*
- Dr. Sheojee Singh (Associate Professor) *Sheojee Singh 26/9/23*
- Dr. Upasana Thapiyal (Asstt. Prof.) *Upasana Thapiyal 26.09.23*
- Dr. Vandana Agarwal (Former Faculty) *Vandana Agarwal 26/09/23*
- Dr. Poonam Bansal (Alumni) *Poonam Bansal 26/9/23*
- Student Representative 1. M.Ed. *Shikha* 2. B.Ed. *Hanika Rupal* . (SECTION-F)

3. PGD Guidance and Counselling

Bhavya

Hanika Rupal
(Section-A)

Agenda;- 1-smooth functioning of the classes and Teaching Learning Process related problems.

2- Coordination for academic enrichment

3- Any other

A.K. Srivastava
Dean
26/9/23
GCE-20-D, CHD

Sapna Nanda
Principal
26/9/2023
Government College of Education
Sector 20-D, Chandigarh

CC :- 1. . College website

2. NAAC C

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*Note: - Dr. Upasana will note down the minutes of meeting of in this meeting..

GOVERNMENT COLLEGE OF EDUCATION, SECTOR 20-D, CHANDIGARH

Minutes of the Meeting

Dated 26.09.23

A meeting of Curriculum Enrichment Committee and Academic coordination and monitoring committee was held on 26.09.23 at 11.00 am in the Dean's office. Following faculty members attended the meeting:

1. Dr. Sapna Nanda (Principal & Chairperson)
2. Dr. A.K. Srivastava (Dean)
3. Dr. Anjali Puri (Associate Professor)
4. Dr. Anurag Sankhian (Associate Professor) *(on leave)*
5. Dr. Balwinder Kaur (Associate Professor)
6. Dr. Sanjeev Kumar (Associate Professor)
7. Dr. Sheojee Singh (Associate Professor)
8. Dr. Upasna Thapliyal (Assistant Professor)
9. Dr. Vandana Aggarwal Former Faculty member)
10. Dr. Poonam Bansal (Alumnus and former faculty member)
11. Class Representatives of M.Ed., B.Ed. and PGDG&C

Dean of the college, Dr. A.K. Srivastava welcomed Principal Madam, Dr. Sapna Nanda, former faculty members Dr. Vandana, Dr. Poonam and other committee members. He then, presented the agendas before the committee for deliberation

Following decisions were taken after agenda-wise discussion and deliberation

1) Smooth functioning of the classes and teaching-learning related problems

Dean Dr. A.K. Srivastava asked the class representatives of M.Ed, B.Ed. (Section A&B) and PGDG&C about the ongoing classes and also enquired if students are facing any problem in this regard. The class representative of M.Ed., B.Ed. and PGDG&C reported that the classes are being conducted regularly and they were not facing any problem. The class representatives were told that they can convey their problems to the committee members and were assured that best possible solutions will be provided from time to time. Dr. Sapna Nanda Principal and Dr. A.K. Srivastava told the class representatives that all students should appear in house exams and should not skip any exam as the ones who miss any exam shall not be considered for the college colour.

2) Co-ordination for Academic Enrichment:

Following points were discussed with regard to the above agenda

- The class representative of M.Ed. Ms. Shikha submitted that students face problem in finding reference books covering syllabus in some particular subjects. Dr. Sapna told that there is no single book that covers entire syllabus content and students have to refer various resources, however students can forward the names of books to the librarian. Dr. A.K. Srivastava asked that the M.Ed. students should prepare a detailed list of reference books so that the books may be made available

in the college library. Principal, Dr. Sapna Nanda added that every year a substantial number of books related to different courses are added in the library. Dr. Vandana Aggarwal and Dr. Poonam Bansal further remarked that the students should collaborate for collecting and preparing notes topic in a group-wise manner from different sources like books, Journals, articles and online educational resources. This will be helpful in enrichment of the content and this exercise will be fruitful keeping in view the House exams as well as final exams.

- B.Ed. Class representatives, Ms. Rubal and Ms. Jyoti requested that the assignment should be submitted in online mode rather than submitting hard copy for each of the foundation and pedagogy subject. All the committee members were of the view that this request cannot be accepted and hard-copy submission is as per the University norms and a prerequisite for preparing their internal assessment.
- Class representatives of B.Ed. requested for library period in the time table. Dr. Sapna Nanda, Principal, said that keeping in view the student demand, library time has been extended and is assessable till 5:00 pm in the evening and they have one hour from 4:00 to 5:00 pm to use library. Moreover, students can visit the library during their free class if the subject teacher is on leave. Hence it was resolved that there is no need of additional library period.
- PGDG&C class representative, Ms. Bhavya requested Madam Principal that the ongoing field experience programme in GRIID and SCERT should be extended as this programme is providing them practical learning and exposure in guidance and counselling. Dr. Anjali Puri, Incharge of PGDG&C opined that the programme is beneficial for students and they will gain practical know-how from it. Dr. Sapna Nanda agreed to extend the programme to 2-3 days to make it a week-long training programme. Ms. Bhavya also submitted that the students may be granted a certificate for the same as it would add value to their qualification. Dr. Sapna Nanda told that she will talk to the Directors of GRIID and SCERT in this regard.
- Dean Dr. A.K. Srivastava asked the Class representatives of all classes that students should maintain a proper discipline and should attend the classes regularly. Also, all students should adhere to the uniform code as there is a value education programme every Monday. He further added that students should prioritise their academic work and maintain a balance between curricular and co-curricular activities.
- Dr. Anjali Puri suggested that though all students are members of NSS whatsapp group and important notices are shared in that, but, separate whatsapp group of class representatives and students should be created so that urgent and important information can be conveyed smoothly.
- Principal, Dr. Sana Nanda, proposed that a workshop on research methodology should be organised for the students of M.Ed. to strengthen their knowledge about research and statistical techniques employed in undertaking research.

3) Any Other:

- Principal Dr. Sapna Nanda added that a seminar under RUSA shall be organised in the coming months.
- Class representatives of B.Ed requested that Common Room may be expanded and should have a provision for air conditioner so that the students may sit comfortably and may use the space appropriately. Principal madam considered the request and said that the engineering department shall be informed and involved in the future course of action in this matter.
- The class representatives were asked that all students should maintain cleanliness within the college campus in general and near the canteen area in particular, and should throw dry and wet waste in separate bins.

The meeting ended with vote of thanks to the chair.

Signatures of the Committee members

Dr. Anjali Puri (Associate Professor)

Dr. Balwinder Kaur (Associate Professor)

Dr. Anurag Sankhian (Associate Professor)

Dr. Sanjeev Kumar (Associate Professor)

Dr. Sheojee Singh (Associate Professor)

Dr. Upasna Thapliyal (Assistant Professor)

Dr. Vandana Aggarwal Former Faculty member)

Dr. Poonam Bansal (Alumnus and former faculty member)

Class Representatives of M.Ed., B.Ed. and PGDGC

1. Shikha CR M.Ed.
2. Rubi CR B.Ed.
3. Bhavya CR (PGDGC)

Jyoti
CR B.Ed.
SECTION-B
Section

Dean

Principal 26/9/2023

CC: College Website

- College Record

- NAAC

GOVERNMENT COLLEGE OF EDUCATION, SECTOR 20-D, CHANDIGARH

Action Taken Report

Dated 03.10.23

A meeting of Curriculum Enrichment Committee and Academic coordination and monitoring committee was held on 26.09.23 at 11.00 am in the Dean's office. The following actions were taken after intensive discussion and decisions taken in the meeting.

4) Smooth functioning of the classes and teaching-learning related problems

Action Taken:

Dean Dr. A.K. Srivastava took a status update regarding ongoing classes and also about the syllabus covered in foundation and pedagogy courses. The class representatives were assured that best possible solutions will be provided from time to time. It was also clarified to the class representatives that all students should appear in house exams and should not skip any exam as the ones who miss any exam shall not be considered for the college colour.

5) Co-ordination for Academic Enrichment:

Action Taken:

- Class representative of M.Ed. was told to submit detailed list of reference books so that the books may be made available in college library. The subject teachers of M.Ed., distributed the topics of course content amongst students in group-wise manner and prepare detailed presentation on topics assigned to them. The students were asked to seek guidance from their teachers and refer different sources like books, Journals, articles and online educational resources.
- B.Ed. Class representatives were asked to submit the assignments for each of the foundation and pedagogy subjects in hard copy.
- Keeping in view the student demand, library time has been extended and is accessible till 5:00 pm in the evening and they have one hour from 4:00 to 5:00 pm to use library. Moreover, students can visit the library during their free class if the subject teacher is on leave.
- Principal extended the on going field experience programme in GRIID and SCERT to make it week-long programme. Dr.Sapna Nanda Principal, shall talk to the Directors of GRIID and SCERT to provide a certificate or letter regarding successful completion of this programme by the students.
- NSS cell of the college has actively involved students of all classes in cleanliness drives and ensured that students should maintain a proper discipline and should attend the classes regularly. Also, the Discipline Committee has informed that all

students should adhere to the uniform code as there is a value education programme every Monday.

- A separate whatsapp group of class representatives and students has been created so that urgent and important information can be conveyed smoothly.
- A workshop on research methodology is tentatively scheduled and may be organised for the students of M.Ed.& PGDG&C to strengthen their knowledge about research and statistical techniques employed in undertaking research during October 2023.

6) Any Other:

- A proposal seminar under ICSSR is being prepared to be organised in the coming months.
- Regarding updation of the Common Room facility appropriate seating arrangement is created so that the students may sit comfortably and may use the space appropriately. Principal office has contacted the engineering department. also for its upliftment.


Dean 3/10/23


Principal 3/10/2023

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- College Record

- NAAC