

**The Annual Quality Assurance Report  
(AQAR) of the IQAC  
July 01, 2012 to June 30, 2013**



**Historic College Building Est. – 1892**

**Submitted By:  
Khalsa College of Education, G.T. Road,  
Amritsar – 143 002**

**\*RE-ACCREDITED 'A' GRADE AT 3.45 CGPA BY NAAC \* RECOGNIZED BY  
NCTE FOR B.Ed. & M.Ed. PROGRAMMES & UGC UNDER SECTION 2(F) & 12(B)**

**\* COVERED UNDER 95% DEFICIT GRANT-IN-AID BY GOVT. OF PUNJAB**

**\* AFFILIATED TO G.N.D.U. AMRITSAR**

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**Ph: (O) +91-183-5015600, 5063600, 2258283 Fax: +91-183-5015600 Mobile: 98151-50030, 95011-144111 Email: [jsdhillon@rediffmail.com](mailto:jsdhillon@rediffmail.com) Website: [www.kceasr.org](http://www.kceasr.org)**

## **YEAR OF REPORT: JULY 01, 2012 TO JUNE 30, 2013**

**Part A: The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.**

**Ans: Plan of action:–**

1. To endow the student teachers with knowledge and values which are productive and effective
2. To plan effective management information system through E-Governance
3. To develop the student teacher's personality by inculcating good convictions, sound principles and high ethical standards
4. To ensure the holistic development of the student teachers.
5. Incremental academic growth of the students
6. More focus on reading good books on religion, culture & literature to become good human beings
7. Conducting class tests and unit tests at the end of each unit in the foundation courses and the methodology course
8. Conducting remedial & diagnostic teaching for low achievers in different subjects
9. Equipping the pupil teacher with well maintained computer labs, technology labs with the facility of Wi-Fi and 24 hours access to internet
10. Provide hostel accommodation to all the needy students
11. Emphasis on qualitative research
12. Professional development of teacher educators
13. Beautification of the college campus
14. Library period for better learning environment

**Outcomes:**

1. High achievements in various competitions by college students
2. College got over all championship trophy in youth festival
3. Various seminars, extension lectures, workshops were conducted for professional development of the teachers
4. Regular tests were conducted including three house tests

5. Technology made as compulsory component
6. Celebration of Teacher day and Human rights day
7. Organization of Inter-State cultural exchange programmes
8. Organization of Talent search programme and Swagat
9. Pots & plants were purchased for beautification of campus
10. College bagged top positions in university examination
11. Enrichment of library material with Photostat facility and 24 hours access to Internet
12. Parkash Utsav of Shri Guru Ramdas ji and Birth ceremony of Shri Guru Nanak Dev ji was celebrated to inculcate ethical and moral values among students
13. Seminar on Drug addiction was organized to aware the students about harmful effects of Drugs
14. Legal literacy Youth festival was organized with the collaboration of Punjab legal services authority.

**Part B:**

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

- Provision of more equipped ICT Lab
- Activities for the development of globally compatible skills.
- To conduct educational vocational, guidance & extension activities
- Conducting distance education programmes for in-service teachers training
- Organisation of Skill –in-teaching and teaching aids competitions
- Regular Tutorial meetings & staff meetings for improvement of organization
- Backing the institution with 24 hrs Energy Power supply
- Ensuring the adequacy, maintenance and functioning of support structure and services
- Ensuring integration of modern method in teaching learning process
- To gauge the efficacy and quality of our training process for feedback from school has and community representative is taken from time to time.
- The relevance and quality of academic and research programmes is monitored
- Regular staff meetings, IQAC review committee meetings and meetings to discuss the improvement of quality and progress of the college in different spheres
- Framing academic calendar for continuous function

**2. New academic programmes initiated (UG and PG):**

- Continuing M.Ed (Distance Education) and B.Ed (Distance Education)

### **3. Innovations in curricular design and transaction:**

Processing of curriculum development comprises of three steps:

- The first step is based on the feedback from the students and society and consultation with experts, the teaching faculty proposes a curriculum.

- At the second stage, it is placed before Board of Studies for approval.

- At the final step it is placed before faculty of education and then for the Academic Council approval.

- Our staff members took active participation in syllabus revision process. Some of the staff members participated in syllabus revision workshops. Principal & 04 of the teachers are the members of Board of Studies.

- Research is being undertaken by M.Ed. students in various issues

- Use & application of ICT , use of AV aid , transparencies , CD ROMs , models, charts in curriculum design, planning & execution

- Various types of projects & surveys i.e. social surveys, art & craft, computer projects are carried out by the students.

- Computer & Communicative skill classes for all the students were started. Although administrative and academic work is planned well in advance but flexibility is indispensable in the operational curriculum. The B.Ed. programme extends well beyond the prescribed curriculum. This provides a cosmopolitan environment, interdisciplinary, inter-institutional approaches. Curriculum flexibility involves child learning as a pivot to the programme, Innovative Designs, Remedial Teaching, going beyond the prescribed syllabus, Leadership and Professional Training, Competency based Teacher Education, Socialization, and Application based Teacher Education, Development of Aesthetic Sensibilities Research Orientation. For this a variety of learning experiences are provided to the students. These include:

1. Class room lectures
2. Small group learning (e.g. Tutorials)
3. Extension lectures
4. Oral presentations
5. Seminars & Workshops
6. Group discussions
7. Field work

8. Excursions and Picnics
9. Laboratory work/Practicals
10. Group and Individual projects

- Extension lecture by Prof. N.K.Das, Head, School of education, IGNOU on the topic “Interactive Pedagogy: Reflections on theory and design” was organized for teachers and students.

- Extension lecture by Dr. G.Visvanathan, VC, Tamilnadu Teacher Education University, Chennai on ‘Importance of ICT in transacting Curriculum’ was organized.

- Extension lecture by Prof. P.K.Sahoo , Allahabad university, Allahabad on the topic “How we can redesign teacher education programme- design new courses and programme was organized.

#### **4. Inter-disciplinary programmes started:**

- Students select two methodologies which are inter-disciplinary for e.g. Maths and Economics, Maths & Phy. Sci., Commerce & Eco. , Language & S.St. etc.

- Other subject which are multi-disciplinary i.e. philosophy, sociology, psychology, technology, distance education etc.

- Spoken English Course and personality development programmes

- Office Automation Course is made available to all.

#### **5. Examination reforms implemented:**

- Three house tests are conducted. Answer-sheets are thoroughly evaluated & remarks for each question is recorded on the answer-sheets

- In order to conduct examinations smoothly, internal squad is appointed. They help in controlling malpractices, if any at the examination hall.

- CCE is used for evaluation of students

- Regular unit tests are conducted

- Regular Quiz Competitions on compulsory papers are conducted

- In order to maintain transparency, answer papers of internal examinations duly assessed are shown to students and their signatures are obtained on the answer sheets as well as internal mark sheets.

- Open book system is introduced in divinity Exam.

#### **6. Candidates qualified: NET/SLET/GATE etc.**

- 9 students cleared U.G.C/NET in their first attempt.

- Merit certificates to our students by SGPC Religious exams

## **7. Initiative towards faculty development programme:**

- Seminars and workshops were conducted.
- College teachers enrolled in Ph.D programme and Faculty members were trained to some aspects of computer application.
- Extension lecture by Prof. P.K.Sahoo, Allahabad university, Allahabad on the topic “How we can redesign teacher education programme- design new courses and programme on Sept. 5, 2015 was organized.
- Extension lecture by Prof. N.K.Das, Head, School of education, IGNOU on the topic “Interactive Pedagogy: Reflections on theory and design” on Sept. 6, 2012 was organized for teachers and students.
- Extension lecture by Dr. G.Visvanathan, VC, Tamilnadu Teacher Education University, Chennai on ‘Importance of ICT in transacting Curriculum’ on Nov. 26, 2016 was organized.
- Extension lecture by K.K.Sahrma, President of Council for Teacher Education, Haryana on the theme ‘Research’ on February 25, 2013.
- Two days National Seminar on ‘Right to education: Roadmap Ahead’ by Guru Arjan Dev Institute of Development Studies on March 15-16, 2013.
- Two days training programme as Paralegal Volunteers of District Legal Services Authority, Amritsar on March 18-19, 2016.

## **8. Total number of seminars/workshops conducted:**

- 03

## **9. Research projects newly implemented:**

- Applied for RUSA project
- Setting up of Gandhian Study Centre
- Establishment of Aurobindo Study Centre
- Action research projects assigned to all the faculty members
- Submission of M.ED dissertation

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

Quarterly Journal of Educational Research, “RESEARCHER’S TANDEM” has been registered with the Registrar of Newspapers of India, Ministry of Information and Broadcasting vide letter File No. 19/83/2009/R-I dated 30/09/2010 and Registration No. of this journal is PUNENG/2010/33828. The journal has also been registered and

assigned ISSN (International Standard Serial Number) by the Council of Scientific and Industrial Research vide Regd. No. ISSN 2230-8806 dated 19/01/2011.

**11. New collaborative research programmes:**

- All the faculty members are the lifetime members of All India Association of Educational Research
- Principal of the College is the Managing Editor of the college journal RESEARCHER'S TANDEM

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

- 3963007 lakhs 95% Deficient grant from DPI

**13. Details of research scholars:**

- Prof.Jagnoop Kaur, Assisternt Professor
- Prof.Deepika Kohli, Assistant professor
- Prof. Baljinder Kaur, Assistant Professor

**14. Citation index of faculty members and impact factor:**

**Dr. Harpreet Kaur, Vice Principal**

S. No.	Year	Organized by	Theme	International/national/local	Title of paper presented/participation
1	2012	Gandhian Studies Centre, Khalsa College of Education, G.T. Road, Amritsar.	Mahatma Gandhi : Apostle of Global Peace & Harmony	National	Schooling for Peace
2	2012	Khalsa College of Education, Ranjit Avenue, Amritsar.	Preparing Professional & Humane Teachers	National	Resurging Teacher Education through Value Oriented Programs
3	2012	PG Deptt. of History, DAV College, Amritsar	Vedic; literature : Evolution & Scope	National	Strides in women Education during Vedic Age
4	2013	Institute of Development & Planning, Amritsar.	Water & Food Security in India	National	Teaching Strategies for Water Management
5	2013	Guru Arjan Dev Institute of Development studies society, Amritsar	Right to Education: Road Map Ahead	National	Miles to cover on the RTE Road Map
6	2013	DAV College,	Towards Curbing	National	Need for Police, legal

		Amritsar	Discrimination & Crime Against Women		& Judicial Reforms & Changed Mindset to curb Crime against
7	2013	DAV College, Amritsar	Towards Curbing Discrimination & Crime Against Women	National	Status & Dignity of women in India –A Historical perspective
8	2013	Department of Home Science, M.D. Gram Seva Mahavidyalaya Gujarat Vidyapith Ran Dheja Gandhi Nagar	Relevance of Gandhian Thoughts in search of Sustainable Dimensions of family & Community Science	National	Sustaining Indian Economy through Gandhian concept of Nai Taleem
9	2013	PG Dept. of History under Gandhian Studies Centre, DAV College, Amritsar	Understanding Mahatma Gandhi : Issues & Challenges	National	Gandhian Approach to Peace
10	2013	IATE & Khalsa College of Education, Amritsar	Role of Statutory Bodies in quality Assurance of Teacher Education : A Global perspective	International	Research in Humanity in India: Need to Shift the forms

**Dr. Nirmaljit Kaur**

S. No.	Year	Organized by	Theme	International/national/local	Title of paper presented/ participation
1	2012	Khalsa College of Education, Ranjit Avenue, Amritsar	Preparing Professional and Humane Teachers	National Seminar	Preparing Reflective Teachers For 21 <sup>st</sup> Century
2	2012	D.A.V College, Amritsar	Vedic Literature :Evolution and Scope	National Seminar	Vedic Literature
3	2012	M.G.N college of Education, Jalandhar	Two days workshop on Research Methodology	National Seminar	Participated
4	2013	D.A.V College, Amritsar	Understanding Mahatma Gandhi: Issues and Challenges	National Seminar	Gandhian Way of Sustainable Development
5	2013	Khalsa College of Education, G.T. Road, Amritsar	Role of Statutory Bodies in Quality Assurance of Teacher Education	47 Annual International Conference of IATE	Equalization of Educational Opportunities for Children with Special Needs: A



					Challenge before RCI
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**Dr. Gurjit Kaur**

S. No.	Year	Organized by	Theme	International/national/local	Title of paper presented/ participation
1	2012	Khalsa College of Education, Amritsar	Mahatma Gandhi : Apostle of Global Peace & Harmony	National Seminar	Gandhiji's Views on Technology
2	2012	Khalsa College of Education, Ranjit Avenue., Amritsar	Preparing Professional And Humane Teachers	National Seminar	Preparing Reflective Teachers For 21 <sup>st</sup> Century
3	2012	MGN College of Education, Jalandhar	Two days workshop on the Theme Paradigm Shift in Research	National Seminar	Participated
4	2013	Institute of Development and Planning , Amritsar	Water And Food Security In India	National Seminar	Education : A Key to Food Security
5	2013.	DAV College, Amritsar by PG Department of History under Gandhian Studies Centre.	Understanding Mahatma Gandhi Issues & Challenges	National Seminar	Ghandi Ji and Environment
6	2013	Guru Arjun Dev Institute of Development Studies, Amrtisar	Right to Education Road Map Ahead on	Fifth National Seminar	Participated
7	2013.	Khalsa College of Education, Amrtisar.	47 Annual International Conference of IATE on Role of Statutory Bodies in Quality Assurance of Teacher Education	International	MBO Style an Innovative Strategy for Improving the Quality of Teacher Education

**Dr.Bindu Sharma**

S. N.	Year	Organized By	Theme	International/National/State Level	Title of Paper
1	2012	MGN College	Enhancement of	National	Attended only

		of Education, Jalandhar	Initiative competence building		
2	2012	Khalsa college of Education, G.T. Road, Amritsar	Mahatma Gandhi, Apostle of Global Peace and Harmony	National	Mahatma Gandhi concept of Swadeshi and promotion of peace education
3	2012	Khalsa college of Education, Ranjit.Avenue Amritsar	Preparing Professional and Humane Teachers	National	Integrating Educational and Spiritual Intelligence in Teaching and learning
4	2013	Guru Arjan Dev Institute of Development Studies,Amrits ar	Right to Education; Road Map Ahead	National	Right to Education: Challenges and Strategies
5	2013	DAV college, Amritsar	Understanding Mahatma Gandhi:Issues and Challenges	National	Gandhian Concept of Ahimsa

**Mrs. Maninder Kaur**

<b>S. No.</b>	<b>Year</b>	<b>Organized by</b>	<b>Theme</b>	<b>International/ national/local</b>	<b>Title of paper presented/ participation</b>
1	2012	Khalsa College of Education, Amritsar	Two Days National Seminar On Education For Peace: Reflection & Action	UGC sponsored National seminar	Gandhi ji's Concept of Self Supporting Education
2	2012	Khalsa College of Education, Amritsar	On Mahatma Gandhi:Apostle of Global Peace and Harmony	National Seminar	Schools As Nurseries of Peace
3	2012	Khalsa College of Education, Ranjit Avenue, Amritsar	Preparing professional and humane teachers	National	Participated
4	2013	Guru arjan dev institute of development studies, a Amritsar at khalsa college of Education, Amritsar	Right to education: Road map ahead	National	Participated
5	2013	Khalsa	Role of statutory	International	Participated

		College of Education, Amritsar	bodies in quality assurance in teacher education		
6	2013	Institute of development and planning, Amritsar	Water and food security in India	National	Participated

**Dr. Indu Sudhir**

S. No.	Year	Organized by	Theme	International/national/local	Title of paper presented/ participation
1	2012	Anand College of Education, Jethuwal, Amritsar.	Teacher and Spiritualism in the age of Globalization	National Seminar	"Spiritualism and Technology".
2	2012	Khalsa College for Women, Amritsar,	Pravasi Hindi Sahitya Aur Sahityakar	International Seminar	"Pravasi Divya Mathur ke Sahitya mein Swadeshi Aiena".
3	2012	Khalsa College of Education, Amritsar,	Mahatma Gandhi, Apostle of Global Peace & Harmony-	National Seminar	"Schools as Nurseries- a Gandhian Alternative".
4	2012	Khalsa College of Education, Ranjit Avenue, Amritsar,	"Preparing Professional and Humane Teachers"	National Seminar	"Reviving Old Ethical Values in Teacher Education".
5	2012	Khalsa College of Education, Ranjit Avenue, Amritsar	Preparing Professional & Humane Teachers on	National Seminar	"Integrating Emotional & Spiritual Intelligence in Teaching & Learning"
6	2012	DAV College, Amritsar.	One day Seminar on Vedic Literature: Evolution and scope.	State	Vedic Kal Mein Nari Ka Sthan".
7	2013	Indian academy of fine arts, Amritsar	One day water color workshop	Local	Participated
8	2013	Alpha One	One day workshop in wall of Art Impression	Local	Participated
9	2013	Art Forum of India	3 days workshop for the celebration of Amritsar foundation day	Local	Participated
10	2013	D.A.V. College, Amritsar	Towards Curbing Discrimination & Crime Against Women;	National Seminar	"Status and Dignity of Women in India: Historical Perspective".

11	2013	P.G. Department of History under Gandhian Study Center	Understanding Mahatma Gandhi : Issues and Challenges “	National Seminar	Relevance of Gandhian Philosophy in Era of Globalization.”
12	2013	Khalsa College of Education, Amritsar	Role of Statutory Bodies in Quality Assurance of Teacher Education: A Global Perspective	International Conference	Curricular Reforms in Teacher Education”.

**Acted as resource person/ chairing of session/ other information:**

- ❖ Participated in Art Exhibition by ‘Art Persons’ conducted by Alpha One, Amritsar on 07/03/2012
- ❖ Participated in Art Exhibition by ‘Art Persons’ conducted by Alpha One, Amritsar on 04/03/2013
- ❖ Participated in Delhi International Film Festival on December 21 -27, 2013
- ❖ Participated in second Delhi International Film Festival on December 21 -27, 2013
- ❖ Life Membership of Virsa Vihar Society, Amritsar
- ❖ Life Member of Indian Academy of Fine Arts, Amritsar.
- ❖ Life Member of Panchrang, Artists group of Amritsar
- ❖ Life Member of Indian Association of Teacher Educators (IATE)
- ❖ Appreciation letter by District Judge Mr.H.S.Madaan on Dec, 15, 2012
- ❖ 21 days Refresher Course in education organized by Academic Staff College, G.N.D.U., Amritsar UGC Sponsored 19.6.12 to 9.7.12 obtained ‘A’ Grade.

**Dr. Deepika Kohli**

S. No.	Year	Organized by	Theme	International/national/local	Title of paper presented/ participation
1	2012	Khalsa College of Education, Amritsar	Mahatma Gandhi :Apostle of global peace and harmony	National Seminar	“Poverty eradication and people empowerment through Gandhian philosophy”
2	2012.	Khalsa College of education, Ranjit Avenue, Amritsar	Preparing professional and humane teachers	National Seminar	Preparing teachers through distance and open learning”
3	2012.	Panjab University Chandigarh	Correspondence education to open and distance education: 50 years of revolution and	National Conference	“Information technology: An empowering tool

			challenges ahead”		
4	2013.	Guru Arjan Dev Institute of Development Studies Society, Amritsar	Right to Education: Roadmap Ahead on	National Seminar	Participated
5	2013.	Institute of Development and Planning, Amritsar	Water and Food security in India”	National Seminar	“Water Crisis in India: Need for Balanced Management
6	2013	Khalsa College of Education, Amritsar	Role of statutory bodies in quality assurance of Teacher education	International Conference	“Quality enhancement and assurance initiatives by NCTE- A critical Review’

**Acted as Resource Person/ Chairing of Session/ other information:**

- UGC major research project for teacher education under UGC XII plan 2012-2017 on topic “Impact of academic staff programme on pedagogy, content enrichment and research orientation among faculty of higher educational institutions in Punjab” dated 28/10/13.
- Appointed as Nodal officer, All India Survey of Higher Education on 17-5-12.
- Provide training to advocates on separate panel for giving assistance to juveniles in conflict with law on 20<sup>th</sup> Feb, 2013 at Khalsa College of Education, Amritsar.

**Mrs. Ramanpreet Kaur**

S. No.	Year	Organized by	Theme	International/national/local	Title of paper presented/ participation
1	2012	AICTE, New Delhi and PTU, Jalandhar	Mahatma Gandhian apostle of peace and harmony	National	School as Nurseries of Peace
2	2012	Khalsa College of Education, Ranjit avenue Amritsar	Professional and Humane Teachers	National	Reflective Pedagogies in 21 <sup>st</sup> century
3	2013	DAV College of Education,	Understanding Mahatma Gandhi issue	National	Gandhiji’s concept of Swadehi

		Asr	challenges		
4	2013	Guru Arjun Dev Institute of Development Studies, Amritsar	Right to Education	National	Right to Education
5	2013	Khalsa College of Education, Amritsar	Role of statutory bodies in quality assurance of teacher education	UGC sponsored National seminar	TQM Practices in higher education
6	2013	Rayat college of education, railmajra P.U.	Swami Vivekanand Vision and challenges in education in 21 <sup>st</sup> century	National	Value crises a global phenomenon

**Mrs. Anju Tyagi**

S. No.	Year	Organized by	Theme	International/national/local	Title of paper presented/participation
1	2012	Khalsa College of Education, G.T. Road, Amritsar,	Mahatma Gandhi : Apostle of Global Peace & Harmony	UGC sponsored National Seminar	‘Relevance of Gnanthian Philosophy in Contemporary World’
2	2012	Khalsa College of Education, Ranjit Avenue, Amritsar	Preparing Professional & Humane Teachers	National Seminar	‘Professionalizing Teacher Education Through Open & Distance Education’
3	2013	Guru Arjan Dev Institute of Development Studies, Amritsar	Right to Education : Road Map Ahead organized	5 <sup>th</sup> IDS Asr National Seminar	Participated
4	2013.	Khalsa College of Education, Amritsar	47 <sup>th</sup> Annual International Conference of IATE	International	“Role of Statutory Bodies for the Enhancement of

			on 'Role of Statutory Bodies in Quality Assurance of Teacher Education : A Global Perspective		Quality in Teacher Education'
5	2013	Institute of Development & Planning Amritsar	Water & Food Security in India	National Seminar	Water & Food Security in India: Issues & concerns'.

### 15. Honors/Awards to the faculty:

It is a matter of honour for the college that the following teachers have been appointed as principals in colleges of Education.

1. Dr.B.M. Sharma joined Sri Guru Teg Bahadur College of Education, Khankot as a Pricipal
2. Dr. (Mrs.) Surinder Pal Kaur Dhillon joined Khalsa College of Education, Ranjit Avenue, Amritsar as a Principal
3. Dr. (Mrs.) Praveen Thukral joined Pandit Madan Mohan Memorial College of Education, Mudhal, Amritsar as a Principal
4. Dr. (Mrs.) Satinder Kaur Gill joined SD College of Education, Tarn Taran.
5. Dr. (Mrs.) Jeewanjot Sidhana joined Sidhana Institute of education as a principal.

Doctorate conferred on Dr.Nirmaljit Kaur, Dr.Gurjit Kaur

### 16. Internal resources generated:

- Revenues from consultancy services
- Upgradation of Laboratories
- Open Air Theater
- Attestation fee
- Income from distance education programmes
- Revenue generated through various competitive exams conducting agencies

### 17. Details of departments getting SAP, COSIST (ASSIST)/DST. FIST, etc.

Assistance/recognition: N.A

### 18. Community services:

- Seminar on Challenges before Photo Journalists in collaboration with National News Cameraman Association, New Delhi on Sept. 9, 2012.

- Seminar on Drug addiction at KCE with the collaboration Dainik Jagran on the eve of 78<sup>th</sup> birth ceremony of Late Ex-Chief Editor on Oct. 10, 2012.
- Organisation of Legal Literacy Youth festival with the collaboration of Punjab Legal Services authority, Amritsar on Oct. 26-27, 2012.
- Seminar on Role of Youth in protection of rights of women, children and senior citizens on Dec. 15, 2012.
- Training programme for advocates for Juvenile Juriprudence, child psychology and human behavior on Feb. 20, 2013.
- Two days training programme for Paral legal Volunteers of District legal services authority, Amritsar on March 18-19, 2013
- Celebration of Aids Awareness Day.
- Establishment of a help desk in the college for the parents and students.
- Celebration of World Heritage day on April 18, 2013.
- Awareness campaign for National voter day by Legal literacy Club
- Awareness campaign by Dainik Bhaskar regarding Voting rights
- Programme of Heath Public Sanitation & Personal Hygiene
- Our senior teachers delivered a lecturer on adolescents, their needs & problems
- Provide services to patience
- Environmental surveys are conducted by the NSS volunteers on problems and effects of global warming, water pollution, air pollution etc.
- Spreading awareness about health and hygiene in slum areas.
- Raising of funds for rehabilitation of victims of communal , caste & ethnic violence
- Participation in National Pulse Polio Campaign
- Programme of Heath Public Sanitation & Personal Hygiene
- Aids Awareness campaign

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

Prof. Deepti Rani, Assistant Professor

Baljinder Kaur, Assistant Professor

Ms. Arwinder Kaur, Assistant Professor

Ms. Sandeep Kaur, Assistant Professor

**20. Teaching – Non-teaching staff ratio:**

- 1:1



**21. Improvements in the library services:**

- Provision of internet surfing
- Separate reading rooms with comfortable furniture
- More journal subscribed
- Purchase of reference books
- Number of sections such as journal section, research section & computer section added
- Internet corner with P4 computers
- Facility of book bank
- Air conditioning of Reading Hall
- Project of constructing well equipped cabins for the faculty

**22. New books/journals subscribed and their value**

	Number	Total cost (in Rs.)
Text books	554	1,39,572
Journals	20	4070

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

- M.Ed.
- B.Ed.
- PGDCA (T.E.)
- M.Ed (Distance Mode)
- B.Ed (Distance Mode)

**24. Unit cost of education:**

- B.Ed. – Rs.44500
- M.Ed. – Rs.51000
- PGDCA(T.E.) – Rs.20000

**25. Computerization of administration and the process of admissions and examination results, issue of certificates:****1. Computerization of administration:**

- All the administrative work is computerized
- Provision of recording of all records in computer

- Every member of Non-Teaching staff has their own computer terminal
- More number of printer & scanner added
- Provide facility of Internet & Wi Fi
- Office E-mail ID is provided to all teaching staff and administrative staff and they are trained to use E-mail.

## **2. Process of admissions**

### For Admission to B.Ed.

For admission to B.Ed. Khalsa College of Education, Amritsar follows the admission criteria stipulated by NCTE. Admission process is centralized at the state level. Till 2009-2010 admission was done on the basis of Entrance Test which is conducted by one of the three universities (Guru Nanak Dev University, Punjab University, and Punjabi University) in rotation on behalf of the Punjab Government. The eligibility conditions for seeking admission to B.Ed were as follows:

1. The admission to B.Ed. course was open to only those graduates and post-graduates of Guru Nanak Dev University, Amritsar/other recognized Universities and on the basis of the relative merit in Pre-B.Ed Entrance Test conducted by Guru Nanak Dev University, Amritsar or any other University, on behalf of the Punjab Government.
2. The minimum qualifying percentage score for B.Ed admission was 55 per cent at first or second degree level for general and reserved categories (other than schedule castes). For SC category the minimum qualifying percentage score for B.Ed admission was 45 percent at first or second degree level. However from the session 2010-11 the Entrance Test has been abolished and admission to B.Ed. course has been done on merit basis in the qualifying examination. Eligibility conditions are as follows:-
  - a. Candidates with at least 55% marks either in the Bachelor's Degree and /or in the Master's degree or any of other qualification declared equivalent thereto, are eligible for admission to the programme. Any candidate with 49.9 or less marks is not eligible.
  - b. The reservation for SC/ST/OBC and other categories is as per the rules of the Central Government/ State Government, whichever is applicable. There is a relaxation of 5% marks in favour of SC/ST/OBC and other categories of candidates. Even candidates with 49.9% marks or less are not eligible.
  - c. Candidate must have studied the major subject of the subject combination for at least three years at Bachelor's level/Master's level. Honours students can opt for major

subject in which they have obtained Honours the minor subject should have been studied at least for one year.

**d.** In case of students who have done Honours in languages such as Hindi, Punjabi and English, the major subject is language. Such candidates would be allotted minor subject by the college on the basis of other courses studied by the candidate. In case of such candidates language will not be a minor subject.

For admission to M.Ed.

For admission to M.Ed Khalsa College of Education, Amritsar strictly follows guidelines of Guru Nanak Dev University, Amritsar. A transparent admission process is followed and students are selected on purely merit basis for the admission to M.Ed. course.

3-tier system is followed for the selection of the aspiring candidates. The detail of the procedure is given below:

**1.** Written entrance test is conducted to assess the knowledge of the students for which the following criteria is adopted.

Area	Type of Questions	Weightage
General Educational Awareness	Objective type	20 marks
Language Proficiency	Objective type and Essay type	20 marks
Basic Education Concepts	Short answer	30 marks
Basic Mathematical Operations	Objective type	20marks
Interview		10 marks

**2.** Calculation of grade point average of previous academic achievements (marks obtained in matriculation, 10+2, graduation, post graduation or any other degree).

**3.** Interview is conducted and weightage based on the following criteria is worked out:

- a) Participation in co-curricular activities
- b) Communication skills.
- c) Other personality traits.

The admission is open to any candidate who has undergone the course of training for degree of Bachelor of Education at least for one academic year from any recognized institution with at least 50% marks.

**For Admission to PGDCA (Teacher Education)**

Admission is done purely on merit basis at college level as per the norms laid down by GNDU, Amritsar. Any graduate less than 10+2+3 system with at least 45% marks in aggregate is eligible for admission.

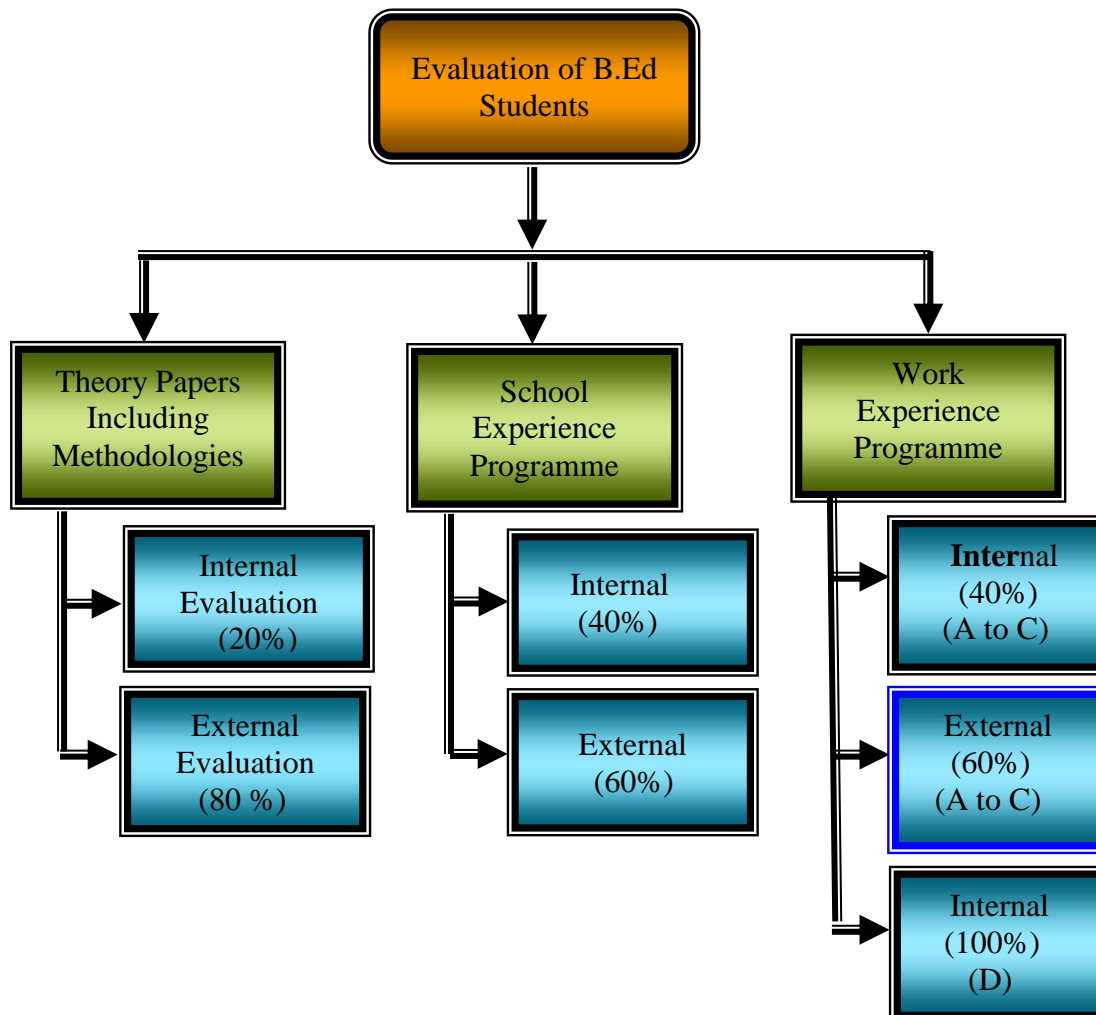
**3. Evaluation and Examination:**

The details of various assessment/evaluation processes are given below:

**Scheme of Examination for B.Ed.**

The evaluation system is both scientific and objective. Its purpose is to improve the knowledge, teaching competencies and performance skills of the student teachers.. It is both formative and summative in nature. Self evaluation and evaluation by peer group are used for continuous evaluation. All department activities, curricular, co-curricular, teacher’s performances, special activities, community outreach activities are evaluated by teachers and students. These are then documented. All lesson plans for classroom teaching by each student are supervised and monitored and assessed by subject teachers, students [own assessment] and school teachers on a daily basis. All lessons are thoroughly planned, corrected, rewritten, and signed by teachers before demonstration in schools. Mid-course corrections, continuous assessment are conducted to help students to re-assess and re-plan their future work with minimum error. All records of attendance, internal and external examination are documented.

**Percentage of weightage given to external and internal evaluation**



**Note:**

‘A’ refers to art component (Compulsory)

‘B’ refers to Computer education (Compulsory)

‘C’ refers to Physical education (Compulsory)

‘D’ refers to Value orientation and personality development through:

I. Community service and co-curricular activities

II. Hands on experience

Criteria followed for internal assessment is as follows:-

- Performance in unit test and three House Tests
- Participation in curricular and co-curricular activities.
- Seminar presentation
- Projects undertaken and completed
- Assignment submitted
- Classroom interaction and behaviour
- Regularity and punctuality.

**Practical Work**

Macro-teaching composite lesson plans prepared by the student teachers are duly checked by the concerned teachers. Even during practice teaching, lesson plans are checked by the experienced school teachers. An evaluation Performa(TAB) developed by the college is provided to the supervisors for evaluating teaching proficiency of student teachers, which includes trainees mastery over the content, ability to communicate effectively, ability to sustain students interest in the lesson, ability to frame and ask probing questions, ability to recapitulate and summarize. The peer group is also encouraged to observe the lessons and give constructive suggestions. After the block teaching practice, the student teachers are to deliver four composite discussion lessons, 2 in each methodology, which are duly evaluated and suggestion are given. This programme is completed in two phases. In the first phase, 2 discussion lessons one in each methodology are delivered by the trainees, immediately after the block teaching practice. The second phase of discussion lesson is held after a gap of two months, so that the trainees are able to strengthen their skills and Improve upon their weaknesses. After the long teaching practice the trainees appear for their final Skill-in-teaching

Examination which is evaluated by the external examiners as per university norms and conditions.

#### Examination Scheme for M.Ed.

The performance of M.Ed. students is evaluated continuously and comprehensively.

The continuous evaluation is based on:-

- Performance of the students in the class tests.
- Performance of the students in the three house tests, conducted in the month of December, March and April..
- Participation and performance in co-curricular activities like literary, cultural etc.
- Observance of regularity and punctuality.
- Interaction and participation of the students in the teaching-learning process.
- Overall behaviour of the students.
- Performance of the students in the practical work.
- Since the college is affiliated to G.N.D.U, Amritsar, so the concerned University is authorized to conduct the external examination.

#### Scheme of examination for PGDCA (Teacher Education)

- Performance of the students in the class tests.
- Performance of the students in the three house tests, conducted in the month of December, March and April.
- Participation and performance in co-curricular activities like literary, cultural etc.
- Observance of regularity and punctuality.
- Interaction and participation of the students in the teaching-learning process.
- Overall behaviour of the students.
- Performance of the students in the practical work.

Since the college is affiliated to G.N.D.U, Amritsar, so the concerned University is authorized to conduct the external examination.

**4. ICT in Evaluation:** In the present day's computer are the standard and pervasive tools used for the process of assessment and evaluation. The institution also uses computers for this purpose. The institution carries out the following activities with the help of computer:

a) Creation of a question bank of different subject/papers. (Essay type, short answer type fill in the blank, multiple choice) etc.

b) Creation of a database of students marks. After the evaluation is done the students are awarded marks or grades based on their performance, this is done for comparing the results for evaluation of the student's performance.

**26. Increase in the infrastructural facilities:**

- Upgradation of Seminar hall and technology Laboratory
- More number of Computers with internet facility made available
- Project of E-Library

**27. Technology upgradation:**

- Development of language lab
- Development of technology lab
- Development of ICT lab

**28. Computer and internet access and training to teachers and students:**

- Unlimited free access to internet 24 hours
- Workshop on computer literacy
- Wi Fi
- ICT as compulsory component

**29. Financial aid to students:**

<b>Financial aid</b>	<b>2012--2013</b>
Fee concession (SAF)	47500
Some of our staff members helped needy students by paying their fees and medical emergencies	

**30. Activities and support from the Alumni Association:**

- Alumni Association of the college arranged alumni meet
- Welfare of students
- Alumni had fruitful interaction with NAAC peer team
- Alumni working as guest faculty
- Arranging Guest lectures

- Organized advanced course for in-service school teachers
- Best use of services of old students
- Financial aid to needy students
- Book facilities

**31 Activities and support from the Parent-Teacher Association:**

It is our belief that the team effort of a parent teacher organization offers the best possible learning environment for our children. Feedback is taken from the association to improve the functioning of the institution. PTO's encourage parent, teacher and community involvement by providing programs that facilitate so. These activities may include bicycle safety, drug awareness, energy conservation, reading programs, science programs etc.

**32. Health services:**

- College has own Medical officer, Dispenser, Dresser to provide first aid to needy persons
- Yoga Therapy, Physiotherapy and Free Gymnasium facilities
- Well maintained 30 bedded hospital facilities are available in the college for 24 x 7 hrs.

**33. Performance in sports activities:**

Annual sports day is a regular feature of our college, we also organize sports day in the college ground. Most of the students participate in annual sports day. The following events are organized:-

1	100m.Race (Boys)
2	100 m.Race (girls)
3	200 m. Race (Boys)
4	3 leg Race (Boys)
5	3 leg Race (Girls)
6	Obstacle Race (Girls)
7	Obstacle Race (Boys)
8	Chatti Race (Girls)
9	Sack Race (Boys and Girls)
10	Long Jump (Boys)



11	Shot Put (Girls)
12	Shot Put (Boys)
13	Discuss Throw (Boys)
14	Discuss Throw (Girls)
15	Tug of war (Teaching vs. Non-teaching staff)
16	Tug of war(Inter-House)
17	100 m.Race of IV class employee

**34. Incentives to outstanding sportspersons:**

- Yes, incentives are provided to sports persons
- Admissions are given to students who have participated at National or International Level in sport related events without charging any fees
- Cash prizes during Prize Distribution Ceremony
- Payment of TA/DA for attending competitions

**35. Student achievements and awards:**

**UGC Qualified**

<b>2012-2013</b>
Guriqbal Kaur
Shefali Arora
Rajbir Kaur
Ramandeep Kaur
Rajni Gupta
Gagandeep Kaur
Naginderjit Kaur
Kulwinder Kaur
Rimal Arora

**University Results 2012-2013**

**M.Ed**

First three merit positions in the University were bagged by our college students.

Guriqbal Kaur	Ramandeep Kaur	Rimalpreet Kaur
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**B.Ed**

**Total 08 merit positions were bagged by our college.**

<b>STUDENTS</b>	<b>STUDENTS</b>	<b>STUDENTS</b>	<b>STUDENTS</b>
Mandeep Kaur	Sameet Kaur	Paul Aggarwal	Cheelu Sharma
Manjit Kaur	Lovepreet Kaur	Jaspreet Kaur	Neha Mahajan

**Youth Festival Results: Overall Championship Trophy**

<b>Year/ List of items</b>	<b>2012-2013</b>
<b>Music</b>	
1) Group Shabad	2 <sup>nd</sup>
2) Geet/Gazal	3 <sup>rd</sup>
3) Group Song	1 <sup>st</sup>
<b>Theatre</b>	
1) Mimicry	3 <sup>rd</sup>
<b>Dances</b>	
1) Giddha	1 <sup>st</sup>
<b>Fine Arts</b>	
1) Painting (on the spot)	1 <sup>st</sup>
2) Cartooning	1 <sup>st</sup>
3) Poster Making	2 <sup>nd</sup>
4) Collage	1 <sup>st</sup>
5) Phulkari	3 <sup>rd</sup>
<b>Literary</b>	

1)Debate	3 <sup>rd</sup>
2)Quiz	2 <sup>nd</sup>

- Our college bagged overall trophy in Skill in teaching organized by DAV College of Education, Amritsar.
- Our college won consolation prize in Declamation Contest at MGN, Jalandhar.

### **36. Activities of the Guidance and Counseling unit:**

- Set up of Educational Clinic
- A proper guidance and counseling services are provided to the students by conducting counseling sessions. For this purpose, college has set up a placement and counseling cell. This cell is attached with the psychology lab and sufficient literature in the form of career guides, employment news, advertisement in various news papers etc is available in the lab

### **37. Placement services provided to students:**

Yes, the institution has placed maximum students in the reputed schools of the city. Various institutions where maximum students are placed:

- Spring Dale Sen. Sec. School, Amritsar
- Delhi Public School Amritsar
- Alpine Public School Amritsar
- D.A.V Public School, Lawrence Road, Amritsar.
- Khalsa Sen Sec. School (Boys) Amritsar.
- Khalsa Public School, G.T. Road, Amritsar.
- Sri Guru Harkrishan Public School, Amritsar
- Millenium School, Asr.
- DAV International School, Asr.

There are hundred percent placements for M.Ed students of our college.

### **38. Development programmes for non-teaching staff**

- Our non-teaching staff completed their degrees and diploma through distance mode during their job
- Computer literacy programme
- Staff training programmes by the university

### **39. Healthy practices of the institution**

- Students are given equal opportunities for attending cultural activities, seminars, workshops & various programs.
- Collaboration with various agencies
- We encourage research and are open to new ideas and knowledge that will improve our curriculum.
- Organisation of Language development programmes
- Personality development programmes
- Organisation of Teacher exchange programmes
- Life skills including
  - a. Yoga
  - b. Physiotherapy facilities
  - c. Value oriented courses are provided to the students.
- 2. Career counseling services are provided.

**Outcomes of the activities are:** Sense of responsibility is developed in the students. Teaching Practice in the schools becomes smooth and effective under the supervision of group leader, helpful to college lecturers in co - coordinating various student activities.

**Systematic planning of curricular and co-curricular Activities:** activities are systematically planned every academic year. The activity schedule is prepared at the commencement of the session.

**Institution general's income from various sources including:**

1. Heritage guest house
2. Attestation and consultancies
3. Distance mode programmes:- B.Ed from Jamia Milia University and M.Ed from IGNOU
4. Self- financing course like P.G.D.C.A in teacher education

**40. Linkages developed with National / International, academic /Research bodies**

Linkage at National Level

1. **NAAC:** The principal of this institution is an active member of NAAC.
2. **NCTE:** The principal of this institution is member of committee constituted by NCTE for granting affiliation to colleges of education.
3. **NUEPA:** Dr.(Mrs.) Latha Pillai PVC (NUEPA) visited our institution and delivered a lecture on Recent Trends In Higher Education.

4. **AIAER:** All the faculty members of this institution are life members of All India Association of Educational Research.
5. **IGNOU:** This institution also acts as a programme center for M.Ed (DM). The resource persons from IGNOU are invited by the institution to deliver extension lecturers, from time to time.
6. **Jamia-Milia-Islamia:** This institution acts as center for B.Ed (DM). The resource person from this University is also invited from time to time to deliver extension lectures.
7. The college acts as Examination Center for UGC (NET), Banking, Railways, BSF, and other institutions.
8. **Ministry of youth Affairs and Sports Govt. of India:** Fifty NSS volunteers with two NSS Programme officer, from Kohima College of Science, Nagaland under Inter State Youth Exchange Programme, sponsored by the ministry of Youth Affairs and Sports, Govt. of India visited our college in the year 2006.
9. **Council of Teacher Education:** All teachers are member of Council of Teacher Education. Under Teacher Exchange Programme, a group of Assamese Teachers under the leadership of Dr. D.R Vij, President CTE, and Punjab visited our college, in the year 2009.
10. **Colleges of Education:** We have close ties with the renowned colleges of Education of India. From time to time, Principals, Faculty members and students visit our institution. A group of 100 students from Radha Krishanan College of Education and Mahavir College of Education, Rajasthan visited our college, under the student exchange programme. We organize Inter-College competitions and also participate in competitions organized by other colleges of education.
11. **North East Cultural Zone:** We have cultural contacts with North East Zone cultural centre, Dhimapur and North Zone Cultural Centre Patiala. The artists from those states performed their folk dances in the college.
12. **National Foundation for communal Harmony:** We are directly linked with National Foundation for communal Harmony, New Delhi. We contribute funds and observe Communal Harmony Flag Day on 25<sup>th</sup> November every year.
13. **Nehru Yuva Kendra Sangathan:** One of our senior teachers delivered a lecture on ‘Adolescents Needs and Problems’ organized by Nehru Yuva Kendra Sangathan.

**14. Departments of Education:** Eminent educationists from Punjab University, Chandigarh, Punjabi University, Patiala, Kurukshetra University, Jammu University, and Lucknow University often visit our college and update our knowledge on various issues and problems of teacher education.

**15. UGC (University Grant Commission):** The College received grants from the UGC research agency.

#### Linkages at State Level

1. The institute has close linkage with PCPC for the promotion and exchange of Punjabi culture; troupe from other countries often visit this college and give their performance.

2. Our students visited the Punjab Darshan Photo Exhibition organized by Creator Academy (Phonetics) at Art Gallery, Amritsar.

3. Guru Gobind Singh Study Circle, an organization which works for the propagation of Sikh philosophy is associated with our institution. The scholars from this organization are invited to deliver religious discourses and also conduct moral education based examination to award scholarships to the students.

4. The students of our institution are members of Red Ribbon Club of (PGSC) Pushpa Gujral Science City, Kapurthala.

5. The college has close linkage with a number of Educational Institutions, NGO'S and clubs and collaborates with more than twelve Higher Secondary schools throughout the year for teaching practice. All these linkages at the National & State level enrich and update the knowledge of the faculty and students. It also broadens our perspective.

#### International Linkages:

Guest lecturers and resource persons from foreign Universities are invited in the last five years. The following resource persons visited our college and interacted with the students.

- Visit by Maggi Shewarlt, Director Centre Board of Education and counseling and other members from Poland
- Delegates from Northfield Mount Herman an independent school in Western Massachussets.

**41. Any other relevant information the institution wishes to add:** Our Whole Functioning of the institution is well disciplined, organized and systematic. From day by day we are in the process of touching heights. We have completed

assessment of teachers as per the specified performance indicators. It is a matter of pride for our college that every year about 70% students of this college get immediate employment in govt. & privately managed schools

**Part C: Detail the plans of the institution for the next year**

- Maximum Research orientation and collaborations
- Multi-culture festival will be organized
- Equipping the pupil teacher with teaching skills & competencies through methodology of teaching
- Organization of Computer literacy programmes for teacher educators
- Conducting class tests and unit tests at the end of each unit in the foundation courses and the methodology courses
- Conducting remedial & diagnostic teaching for low achievers in different subjects
- Equipping the pupil teacher with well maintained computer labs, technology labs with the facility of Wi-Fi and 24 hours access to internet
- Provide hostel accommodation to all the needy students
- Development of National & International integration among the pupil teacher.
- Emphasis on qualitative research
- Professional development of teacher educators
- Beautification of the college campus
- Library period for better learning environment
- Incremental academic growth of the students

**Name: Dr. Harpreet Kaur**  
**Vice-Principal**



***Signature of the Coordinator, IQAC***  
***IQAC***

**Name: Dr. J.S.Dhillon**  
**Principal**



***Signature of the Chairperson,***

