



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>Punjab College of Education</b>
• Name of the Head of the institution	<b>Dr. Harjeet Kaur Sra</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Alternate phone No.	<b>9216312416</b>	
• Mobile No:	<b>9216312418</b>	
• Registered e-mail ID (Principal)	<b>principalpce@gmail.com</b>	
• Alternate Email ID	<b>pcechunni@gmail.com</b>	
• Address	<b>Village Sarkapra, PO Chunni Kalan, Distt. Fatehgarh Sahib</b>	
• City/Town	<b>Chunni Kalan</b>	
• State/UT	<b>Punjab</b>	
• Pin Code	<b>140307</b>	
<b>2.Institutional status</b>		
• Teacher Education/ Special Education/Physical Education:	<b>Teacher Education</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Rural</b>	

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>Punjabi University Patiala</b>				
• Name of the IQAC Co-ordinator/Director	<b>Ms. Ritu Jamwal</b>				
• Phone No.	<b>9876780943</b>				
• Alternate phone No.(IQAC)	<b>9216312416</b>				
• Mobile (IQAC)	<b>9216312418</b>				
• IQAC e-mail address	<b>principalpce@gmail.com</b>				
• Alternate e-mail address (IQAC)	<b>pcechunni@gmail.com</b>				
<b>3.Website address</b>	<a href="https://pgc.ac.in/">https://pgc.ac.in/</a>				
• Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.pgc.ac.in/wp-content/uploads/2023/07/AQAR-2020-21.pdf">http://www.pgc.ac.in/wp-content/uploads/2023/07/AQAR-2020-21.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.pgc.ac.in/wp-content/uploads/2023/07/academic-calender-2021-22.pdf">http://www.pgc.ac.in/wp-content/uploads/2023/07/academic-calender-2021-22.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.56</b>	<b>2011</b>	<b>08/01/2011</b>	<b>07/01/2016</b>
<b>6.Date of Establishment of IQAC</b>			<b>11/10/2010</b>		
<b>7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNTT etc.</b>					
Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount	
<b>nil</b>	<b>nil</b>	<b>nil</b>	<b>Nil</b>	<b>nil</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		

<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>2</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• (Please upload, minutes of meetings and action taken report)</li> </ul>	<a href="#">View File</a>
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<p>Significant contributions made by IQAC during the year 2021-22 ? Organization of 3 webinars on the theme Role of Yoga and nutrition in building humanity, Blending Technology and classroom teaching learning process and role of Science in mitigating covid-19 pandemic ? Organization of Inter college competition on National Science Day ? Organization of 7 Seven Day night NSS Camp ? Organization of 16th Annual Athletic Meet ? Organization of Mega Convocation for the session 2013-14 to 2019-21 for B.Ed. and M.Ed. class ? Organization of Alumni Meet ? Faculty Development Programme ? Placement drive was organized for passed out students ? Career guidance workshop was organized for students ? Feedback forms were collected from various stakeholders and analysed • Under community outreach program and institutional social responsibility and awareness camp was organized in village Sarkapra and Rampur on following themes:- 1. Covid-19 precautions and preventions. Pamphlets were distributed among the villagers 2. Against stubble burning 3. Against Drug abuse 4. Against female foeticide 5. Save Environment Significant contributions made by IQAC during the year 2021-22 ? Organization of 3 webinars on the theme Role of Yoga and nutrition in building humanity, Blending Technology and classroom teaching learning process and role of Science in mitigating covid-19 pandemic ? Organization of Inter college competition on National Science Day ?</p>	

Organization of 7 Seven Day night NSS Camp ? Organization of 16th Annual Athletic Meet ? Organization of Mega Convocation for the session 2013-14 to 2019-21 for B.Ed. and M.Ed. class ? Organization of Alumni Meet ? Faculty Development Programme ? Placement drive was organized for passed out students ? Career guidance workshop was organized for students ? Feedback forms were collected from various stakeholders and analysed • Under community outreach program and institutional social responsibility and awareness camp was organized in village Sarkapra and Rampur on following themes:- 1. Covid-19 precautions and preventions. Pamphlets were distributed among the villagers 2. Against stubble burning 3. Against Drug abuse 4. Against female foeticide 5. Save Environment

**12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).**

Plan of Action	Achievements/Outcomes
Faculty development program	Workshop conducted for teachers was conducted for online teaching methods
Organization of Webinar/Seminar	Organization of 3 webinars on the theme Role of Yoga and nutrition in building humanity, Blending Technology and classroom teaching learning process and role of Science in mitigating covid-19 pandemic
Organization of Inter college competition on National Science Day	an Inter college competition was held on 28th February, on National Science Day
Organization of 7 Seven Day night NSS Camp	NSS Camp will be held in the month of March, 2022 from 19-03-2022 to 25-03-2022
Organization of 16th Annual Athletic Meet	Athletic meet will be held on 25-03-022.
Organization of Mega Convocation for the session 2013-14 to 2019-21 for B.Ed. and M.Ed. class	Mega Convocation will be held of 1st week of April, 2022. Degree will be allotted to students of B.Ed. and M.Ed. course of Session 2013-14 to 2019-21.

Placement drive	Placement drive held for B.Ed. and M.Ed. students
Career Guidance	Expert Lecture was held on career guidance , Resume writing, communication skill
Celebration of Festival and Important Days	All important days and festival were celebrated in the college such as Rakhi, Teej, Teacher's Day, Gandhi Jyanti, Dusehra, Diwali, World aids day, Shaheeda Jod mela, lohri, basant, balmiki jyati, Holi, International women's day etc.
Community outreach programme/NSS Camp	Community related activities were conducted such as awareness rallies, cleanliness drive, extension lecture on social themes, nukkad natak, medical check-up, blood donation, Visit to orphanage.
Red Ribbon club /Buddy programme	Awareness drive against drug abuse, female foeticide,
Alumni Meet	Alumni meet was conducted on 6th April, 2022
Feedback mechanism	Feedback was collected from students, parents, alumni, teachers regarding college infrastructure, teaching learning process, teachers,
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name of the statutory body	Date of meeting(s)
College Governing Body	05/12/2022
<b>14.Whether institutional data submitted to AISHE</b>	

Year	Date of Submission
2021-22	16/01/2023

### 15. Multidisciplinary / interdisciplinary

Punjab College of Education is affiliated to Punjabi University, Patiala, and it strictly adheres to prescribed syllabus by the university. The students are acquainted with interdisciplinary and multidisciplinary approaches to implement them in their class rooms.

### 16. Academic bank of credits (ABC):

The institutions preparedness for implementing the academic Bank of credits depends upon the guidelines of the affiliated university. The university is in the process of developing academic bank of credits for all the affiliated colleges.

### 17. Skill development:

To strengthen the skill development capacity of students, the institution organizes different expert lectures, webinars, seminars, workshops and other interactive sessions, value added courses on life skills, communication skills, computer skills, online teaching etc. Different days and festivals are celebrated throughout the session. Seven day night NSS camp, red club activities, ecoclub, Human Rights and activity club activities are carried out to develop moral and social skills among the students.

### 18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The college ensures appropriate integration of Indian knowledge system by adopting multilingualism in the classrooms. Students are given choice of medium in their subjects. Students can attempt paper in English, Hindi and Punjabi. Students are encouraged to participate in youth festival and other cultural activities organized by different colleges and universities. The college celebrate Hindi Diwas, International Mother Languages Day, important days and festivals throughout the session.

### 19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):

All the courses, subjects and value added courses have CLOS and PLOS and all efforts are made to achieve these objectives by end of the course. Expert lectures are regularly organized on NEP 2020, inclusive education, online teaching etc.

<b>20.Distance education/online education:</b>	
Due to covid-19 pandemic, teachers generally used hybrid mode for teaching. Online teaching was done by using different platforms such as google meet, zoom, video conferencing etc.	
Webinars and online competitions are also held to acquaint the students with different technological tools for teaching learning activities.	
<b>Extended Profile</b>	
<b>2.Student</b>	
2.1 Number of students on roll during the year	<b>199</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
2.2 Number of seats sanctioned during the year	<b>500</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
2.3 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	<b>124</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
2.4 Number of outgoing / final year students during the year:	<b>199</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
2.5Number of graduating students during the year	<b>199</b>

File Description	Documents
Data Template	<a href="#">View File</a>
2.6	199
Number of students enrolled during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	9851482
Total expenditure, excluding salary, during the year (INR in Lakhs):	
4.2	29
Total number of computers on campus for academic purposes	
<b>5.Teacher</b>	
5.1	28
Number of full-time teachers during the year:	
File Description	Documents
Data Template	<a href="#">View File</a>
Data Template	<a href="#">View File</a>
5.2	32
Number of sanctioned posts for the year:	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curriculum Planning</b>	
1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words	
Punjab College of Education under the banner of Gyan Jyoti	



Educational & Social Welfare Society is running one of the best institutions in the region. The vision of the college is to be a world class institution imparting quality education to the new generations and preparing them for changing techno social dimensions of the global challenges of the industry as well as the society imbuing, enhancing and inculcating ethics, value system in addition to technological and human skills. The college follows the curriculum prescribed by Punjabi University, Patiala and give valuable inputs by participating in curriculum revision workshops. The Institution ensures effective and smooth transactions of the curriculum through a well planned process. In the beginning of every session academic committee meeting is held by the principal in which the curriculum transaction and methodologies to be adopted are discussed in detail. Every subject teacher prepares and submit detailed course outline. Workshops and orientation program regarding by latest methodologies of curriculum transaction are organized. Daily planner are maintained by the staff members.

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	<a href="#">View File</a>
Plan developed for the academic year	<a href="#">View File</a>
Plans for mid- course correction wherever needed for the academic year	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**1.1.2 - At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the year Faculty of the institution Head/Principal of the institution Schools including practice teaching schools Employers Experts Students Alumni**

**A. All of the above**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
List of persons who participated in the process of in-house curriculum planning	<a href="#">View File</a>
Meeting notice and minutes of the meeting for in-house curriculum planning	<a href="#">View File</a>
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which are stated and communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers**

**B. Any 3 of the Above**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
URL to the page on website where the PLOs and CLOs are listed	<a href="https://www.pgc.ac.in/course-learning-outcomes-for-b-ed/">https://www.pgc.ac.in/course-learning-outcomes-for-b-ed/</a>
Prospectus for the academic year	<a href="#">View File</a>
Report and photographs with caption and date of student induction programmes	<a href="#">View File</a>
Report and photographs with caption and date of teacher orientation programmes	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## **1.2 - Academic Flexibility**

**1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives**

**including pedagogy courses for which teachers are available****1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year**

42

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	<a href="#">View File</a>
Academic calendar showing time allotted for optional / electives / pedagogy courses	<a href="#">View File</a>
Any other relevant information	Nil

**1.2.2 - Number of value-added courses offered during the year**

01

**1.2.2.1 - Number of value-added courses offered during the year**

01

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Brochure and Course content along with CLOs of value-added courses	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**1.2.3 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year**

89

**1.2.3.1 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year**

89

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	<a href="#">View File</a>
Course completion certificates	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance**

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	<a href="#">View File</a>
Document showing teachers' mentoring and assistance to students to avail of self-study courses	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**1.2.5 - Number of students who have completed self-study courses ( online /offline, beyond the curriculum) during the year**

00

**1.2.5.1 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year**

00

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Certificates / evidences for completing the self-study course(s)	No File Uploaded
List of students enrolled and completed in self study course(s)	No File Uploaded
Any other relevant information	No File Uploaded

### 1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

The B.Ed. curriculum by Punjabi University Patiala is designed to equip prospective teachers with the necessary knowledge, attitude, behavior and skills which are required to perform their tasks effectively in the class room, school and under community.

In B.Ed. Semester I & II the teachers trainees are taught about philosophical, psychological and sociological perspective through Paper I & II (Sem. I & Sem. II) In the paper Teaching Learning Process, the students learn about different maxims of teaching, learning styles and different paradigms of teaching such as Behaviourism, cognitivism, constructivism. The students are imparted theoretical knowledge of different models of teaching, components of various micro-skills involved in teaching. In the pedagogy papers, the pupil teachers are taught to use these skills practically in their subject of specialization.

In Sem. III students undergo teaching practice of 16 weeks in secondary schools. During the teaching practice they get first-hand experience of class room teaching. They prepare files for their daily lesson plans duly checked by their teacher incharges. They also organizedifferent activities and morning assembly in the schools. All students conduct action research on class room problems faced by the students. At the end of the internship period, each student is required to submit macro files & micro lesson plan

files,(comprising of 40 lesson plans, 1 Discussion and 15 Observation lessons, the detailed report of activities conducted, school infrastructure, teaching aids used etc.) developed specifically during the school internship program.

File Description	Documents
List of activities conducted in support of each of the above	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded
Photographs indicating the participation of students, if any	<a href="#">View File</a>

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations International and comparative perspective

As per the syllabus of Punjabi University of B.Ed. Semester 1, the teacher educators familiarize the students with the concept of contemporary Indian schools with respect to types of schools; general types, schools by means of ownership, schools by means of educational board affiliation, their functioning and problems, through the Paper titled 'Education policy and planning in Contemporary India'. The students are also oriented regarding different assessment criteria adopted in schools, norms and standards being followed in different schools.

During their pre-internship programs, the prospective teachers are taught various skills through expert sessions by teachers. The teachers sensitize the students regarding differences prevailing in urban and rural schools with respect to differences in social background of students, medium of instruction, methodology adopted by the teachers, infrastructure, scholarships offered etc.

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

As per B.Ed. curriculum prescribed by Punjabi University Patiala the students the students undergo 16 weeks teaching practice in different schools. Before going to the schools for the teaching practice the students are familiarize with different Micro & Macro skills used in teaching learning process through micro teaching sessions, simulating teaching and discussion lessons. The students are also oriented about action research and its steps.

During the school internship, the students are provided opportunities to teach in government or private schools with systematic supervisory support and feed-back from the faculty. During the internship a student teacher work as a regular teacher and participate in all the school activities, including planning, teaching and assessment, interacting with school teachers, community members and children.

During school internship, the student teacher apart from taking the regular classes as per the school time-table engage with the school community and organizedifferent co-curricular activities such as Plantation of Trees, Ornamental plants or flowering plants; Quiz competition; Declamation Contest; Debate Competition; Painting/ Poster Making Competition; Poetical Recitation; Cleaning of classroom, School Lawn or Drinking Water Tank etc

Apart from the above student teachers also conduct an action research during his/her internship. Different activities are organized during the session in which students get the opportunities to develop their communication skills and overall personality.

The college has functional placement cell which orient the students

about different career options and skills required in professional field. Students are also trained in resume writing.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 1.4 - Feedback System

**1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum – semester wise from various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI**

All of the above

File Description	Documents
Sample filled-in feedback forms of the stake holders	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following**

Feedback collected, analyzed, action taken and available on website

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	<a href="#">View File</a>
Action taken report of the institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment of students during the year

199

##### 2.1.1.1 - Number of students enrolled during the year



199

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Document relating to sanction of intake from university	<a href="#">View File</a>
Approval letter of NCTE for intake of all programs	<a href="#">View File</a>
Approved admission list year-wise/ program-wise	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC) as per applicable reservation policy during the year

69

#### 2.1.2.1 - Number of students enrolled from the reserved categories during the year

69

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	<a href="#">View File</a>
Final admission list published by the HEI	<a href="#">View File</a>
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 2.1.3 - Number of students enrolled from EWS and Divyangjan categories during the year

00

#### 2.1.3.1 - Number of students enrolled from EWS and Divyangjan categories during the year

00

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Certificate of EWS and Divyangjan	No File Uploaded
List of students enrolled from EWS and Divyangjan	No File Uploaded
Any other relevant information	No File Uploaded

## 2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

To identify different learning needs of students and their level of readiness to undergo professional education programme the students are assessed by teachers by using teaching aptitude test by RP Singh and Child Development & Pedagogy by teachers. After appropriate assessment of the test, Specific teaching-learning methodologies to cater to different needs of students are then implemented. The faculty uses both traditional as well as latest teaching methods to make learning more engaging and fruitful. The students are divided in to tutorial groups under which their tutorial incharges addresses their personal, academic and vocational problems. The students are also provided with additional reading material and notes to increase their understanding of the subjects.

All the students are also given group projects and evaluated on regular basis. Various academic and co-curricular activities are organized to help students explore their potential. Talent hunt is organised in beginning of the session to recognise talent of the students in folk cards, literary items, music and dance. The students are also encouraged to participate in Inter & Intra college competitions. Various clubs such as Activity club, Science club, Rights club and Red Ribbon Club of the college helps to inculcate democratic and social values among the students. The students are also motivated for research work and publication of research papers in different journals. The college library is fully automated with internet facility and photocopier machine to cater to all type of needs of students. Students are awarded and given merit scholarships for their achievements.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Documents showing the performance of students at the entry level	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs**

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents highlighting the activities to address the student diversities	<a href="#">View File</a>
Reports with seal and signature of Principal	<a href="#">View File</a>
Photographs with caption and date, if any	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity**

All of the above

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	<a href="#">View File</a>
Reports with seal and signature of the Principal	<a href="#">View File</a>
Photographs with caption and date	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 2.2.4 - Student-Mentor ratio for the academic year

1:11

#### 2.2.4.1 - Number of mentors in the Institution

7

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents of mentor-mentee activities with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 2.3 - Teaching- Learning Process

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

Teaching methodology adopted by teachers varies based on student's interest, learning styles, preferences, strengths & weaknesses. Varieties of instructional approaches are used by college teachers to address different student's needs. At the beginning of every session teachers prepare their course outline of the allotted papers in which they mentions the teaching methodology to be followed for each topic. The different instructional approaches includes lecture-cum-demonstration method, discussion method, experiential learning, problem solving method, brain storming, online mode, ICT enabled teaching and learning.

For greater participation and interactive learning of student's methods involves field based assignments, group presentation, quizzes, seminars, brain storming sessions, group activities, and group discussions.

The college have collaborative arrangements / MOU's with different educational institutions and NGOs to facilitate joint projects and activities such as extension lectures, seminars, Interschool and interuniversity competitions.

During the NSS and other outreach activities the students gain first-hand experience of socio and economic background of people of weaker section. Value added course is conducted to enhance knowledge of their students and include their personality. Seminars, conferences/workshops are conducted to make student aware about the latest changes in the field of education and technology. College magazines are also publish every year to develop creative abilities and writing skills among students.

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year

28

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Link to LMS	<a href="http://www.pgc.ac.in/ict-enabled-class-rooms-seminar-rooms">http://www.pgc.ac.in/ict-enabled-class-rooms-seminar-rooms</a>
Any other relevant information	No File Uploaded

### 2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year

28

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Programme wise list of students using ICT support	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Landing page of the Gateway to the LMS used	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports**

Five/Six of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	<a href="#">View File</a>
Geo-tagged photographs wherever applicable	<a href="#">View File</a>
Link of resources used	<a href="http://www.pgc.ac.in/ict-enabled-class-rooms-seminar-rooms">http://www.pgc.ac.in/ict-enabled-class-rooms-seminar-rooms</a>
Any other relevant information	No File Uploaded

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

**Punjab College of Education**

**Punjab College of Education believes in imparting quality education through training and personality development of students. We have a dedicated team of faculty striving hard to provide the students with**

latest knowledge and skills to succeed both in personal & professional life. Continual mentoring is providing by teachers for developing professional attribute in students. In the beginning of every session the students are divided into different tutorial group under tutorial incharges of mentor. The mentoring services are critical for the development and academic success of students. Mentoring services strengthen skills in communication, team work, time management, and problem solving and organization skills. Regular faculty development programme are organize in the college to enhance the competence and skills of teachers. Different extension lecture are organize in the college on the theme of communication skill, stress management, personality development, life skills.

The different mentoring services include:

- Learning enhancement/ Enrichment inputs:
- Remedial learning engagement:
- Peer feedback/ tutoring:
- Mentoring/ Academic counseling
- Collaborative Task
- Organization of morning assembly and seminars
- Participation in cocurricular activities.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global**

Five/Six of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the selected response/s	<a href="#">View File</a>
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.3.7 - Teaching learning process nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students

Punjab College of Education aims at providing value based quality Education. Different academic and cocurricular activities are organized throughout the session to nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students. Two cases to develop creativity and life skills among students include:-

Activities for nurturing creativity:-

- Talent hunt is organized every year to give platform to students to show case their hidden talent. Talent hunt, folk items, cultural programme, literary items.
- College magazine is published every year to develop creative and writing skills among the students. Students submit self-written poems, articles, stories etc.
- Students participate in youth festival in different cultural activities like dance, singing, poster making, slogan writing etc.

Activities of developing life skills:-

- Four weak life skill value added course was held in the month of 2020 to equip the students with necessary life skills to succeed in their personal and professional life.
- Visit to orphanage, Inclusive school, organizing of Langar Sewa and Blood donation camp, eye check-up camp
- Seven Days NSS camp is organized by the college in which social and different community activities are held such as Awareness rally, literacy campaign, cleanliness drive, visit to orphanage home, extension lecture on social evils, tree



plantation drive.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 2.4 - Competency and Skill Development

**2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include Organizing Learning (lesson plan) Developing Teaching Competencies Assessment of Learning Technology Use and Integration Organizing Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing Individualized Educational Plan(IEP)**

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the selected response/s	<a href="#">View File</a>
Reports of activities with video graphic support wherever possibl	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning Mobilizing relevant and varied learning resources Evolving ICT based**

Ten/All of the above

<b>learning situations Exposure to Braille /Indian languages /Community engagement</b>	
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Reports and photographs / videos of the activities	<a href="#">View File</a>
Attendance sheets of the workshops / activities with seal and signature of the Principal	<a href="#">View File</a>
Documentary evidence in support of each selected activity	<a href="#">View File</a>
Any other relevant information	No File Uploaded
<b>2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as ‘anchor’, ‘discussant’ or ‘rapporteur’ Classroom teaching learning situations along with teacher and peer feedback</b>	All of the above
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Details of the activities carried out during the academic year in respect of each response indicated	<a href="#">View File</a>
Any other relevant information	No File Uploaded
<b>2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group activities Performance tests Oral assessment Rating Scales</b>	All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Samples prepared by students for each indicated assessment tool	<a href="#">View File</a>
Documents showing the different activities for evolving indicated assessment tools	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social media/learning apps/adaptive devices for learning Identifying and selecting/developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations**

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of each response selected	<a href="#">View File</a>
Sample evidence showing the tasks carried out for each of the selected response	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution of community related events Building teams and helping them to participate Involvement in preparatory arrangements Executing/conducting the event**

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence showing the activities carried out for each of the selected response	<a href="#">View File</a>
Report of the events organized	<a href="#">View File</a>
Photographs with caption and date, wherever possible	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study**

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Samples of assessed assignments for theory courses of different programmes	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

Internship in school is organized for 16 weeks. Before the start of internship programme, the list of selected schools (Government as well as private) is prepared and sent to D.E.O., office for approval. On receiving the approval, the principals of schools are informed. The teacher incharges also inform the concerned students. Orientation programme for teaching practice is organized in which the students are briefed about different components of internship programme and files to be prepared. Before actual teaching practise pre-internship program is held for students in which the students are taught micro teaching skills and lesson planning. The students are also oriented about action research, simulated teaching, preparation for teaching aids and activities to be organised during

teaching practise. The students are also briefed about rules and regulations to be followed during teaching practice. Teachers personally visit the schools to meet the principals and school mentors regarding distribution of time table etc. So the internship is carried out in a very well planned manner. Teaching practice incharges are allotted for different schools and students are assigned to them. The teachers monitors and guide the students during their teaching practise and also work in collaboration with teachers of collaborating schools for success of internship programme.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 2.4.9 - Number of students attached to each school for internship during the academic year

##### 2.4.9.1 - Number of final year students during the academic year

76

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Plan of teacher engagement in school internship	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.4.10 - Nature of internee engagement during internship consists of Classroom teaching  
Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments & tests  
Organizing academic and cultural events  
Maintaining documents Administrative responsibilities- experience/exposure  
Preparation of progress reports**

Nine/All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Sample copies for each of selected activities claimed	<a href="#">View File</a>
School-wise internship reports showing student engagement in activities claimed	<a href="#">View File</a>
Wherever the documents are in regional language, provide English translated version	No File Uploaded
Any other relevant information	No File Uploaded

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school teachers and peers.

College adopt effective monitoring mechanism during internship programme. The students are allotted different teaching practice schools under the supervision of their teaching practice incharges. The TP incharges orient the students regarding different components and phases of teaching practice. TP incharges conduct micro teaching sessions & discussion lessons and provide feedback to students. The TP incharges supervise all the activities and work done by students during the teaching practice. They guide the student's about preparation of teaching practice files, teaching aids and conducting action research.

School principal and school teachers also play important role in the internship programme of the students. School teachers supervise and observe the students during teaching practice and give them feedback on their performances.

The role of peer is also important in the internship programme. Peers observe their fellow students during their class room teaching and give feedback.

File Description	Documents
Documentary evidence in support of the response	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<b>2.4.12 - Performance of students during internship is assessed by the institution in terms of observations of different persons such as Self Peers (fellow interns) Teachers / School* Teachers Principal / School* Principal B. Ed Students / School* Students (* ‘Schools’ to be read as “TEIs” for PG programmes)</b>	All of the above
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File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	<a href="#">View File</a>
Two filled in sample observation formats for each of the claimed assessors	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<b>2.4.13 - Comprehensive appraisal of interns’ performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness</b>	Five of the above
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File Description	Documents
Format for criteria and weightages for interns’ performance appraisal used	<a href="#">View File</a>
Five filled in formats for each of the aspects claimed	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<b>2.5 - Teacher Profile and Quality</b>
<b>2.5.1 - Number of fulltime teachers against sanctioned posts during the year</b>

31

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	<a href="#">View File</a>
English translation of sanction letter, if it is in regional language	No File Uploaded
Any other relevant information	No File Uploaded

**2.5.2 - Number of fulltime teachers with Ph. D. degree during the year**

6

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Certificates of Doctoral Degree (Ph.D) of the faculty	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.5.3 - Number of teaching experience of full time teachers for the during the year**

16

**2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year**

225

File Description	Documents
Copy of the appointment letters of the fulltime teachers	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1. In house discussions on current developments and issues in education 2. Share information with colleagues and with other institutions on policies and regulations

Teachers keep themselves updated professionally by attending various



seminars, workshops, faculty development programmes. Teacher's also present papers in various seminars and conferences. Regular faculty development programme are organized in the college to equip the staff with latest techniques and skills in teaching pedagogy. Library of the college is well stocked with internet facility, e-Journals, reference books etc. which acts as rich learning resource for the staff. Computer lab of the college is also well equipped which helps teachers in preparing their lessons and presentations.

File Description	Documents
Documentary evidence to support the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

Continuous evaluation of students is done as per the syllabus prescribed by Punjabi University, Patiala. The external evaluation is done by university which is 70% component of the evaluation. Internal assessment forms 30% of the evaluation process. The internal evaluation is done by the teachers based upon classroom interaction, attendance of the students, assignments and performance in MSTs. The students are oriented about the evaluation process, both internal as well as external in the beginning of every session.

Detail of evaluation process:

External Examination 70 Marks

Internal Assessment 30 Marks

It includes

Attendance 6 marks

Written Assignment/Project work/ Response sheets- 12 Marks

Two Mid-term Examinations/ House test-12 Marks

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually**

Five of the above

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	<a href="#">View File</a>
Annual Institutional plan of action for internal evaluation	<a href="#">View File</a>
Details of provisions for improvement and bi-lingual answering	<a href="#">View File</a>
Documentary evidence for remedial support provided	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.6.3 - Mechanism for grievance redressal related to examination is operationally effective

The college has effective mechanism for grievance related to examination. The college has functional grievance redressal cell. Locked suggestion boxes are kept in the college where students can put their grievances. Every month meeting of grievance redressal committee is held by principal where the grievances of the students and staff regarding different issues are discussed and addressed.

At the beginning of every session the teachers explain in detail the evaluation process followed by Punjabi University Patiala to the students. The external evaluation consists of theory papers held by university at the end of every semester. The internal assessment

includes classroom interaction, attendance, assignments, seminars, performance in Mid Semester Tests. All the queries of students related to examination and internal assessment are handled carefully by the teachers. The students are shown their MSTs answer sheets as well as checked assignments to give them feedback regarding their performance. The students who fall short in their attendance as well as performance in Mid Semester Tests are timely informed and guided to improve their performance. Remedial/ Extra classes are organised for weaker students. For high achievers enrichment classes and extra assignments are arranged.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

Before the commencement of every session, academic council meeting is held to prepare the academic calendar for the session. Academic calendar includes month wise schedule of all the activities, extension lectures, examination, and internship programme to be held during the session. Academic calendar is prepared as per Punjabi University, Patiala guidelines. The academic calendar is prepared after thorough discussion with the teachers and academic council members. During the orientation programme at the beginning of every session, the students are briefed about academic calendar and the activities to be held during the session. The complete evaluation process which comprises external and internal evaluation is mentioned in the academic calendar. Two mid semester tests are held by the college in each semester before the final university examination. Datesheet is prepared and timely intimated to the students. Internal evaluation is based upon classroom interaction, assignments, seminars, presentations, performance in mid semester test, attendance, performance of students in co-curricular activities, sports meet and NSS Camp. The students are briefed about the internal assessment criteria well in time so that they can improve their performance.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs. Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

The vision and mission of PCE is to provide value based quality education to its students. Aligned TLP with the programme outcomes are critical to students learning. The teaching learning process of the institution is aligned with the programme learning outcomes and course learning outcomes. At the commencement of every session, Academic Council meeting takes place. During the meeting academic schedule of the whole year is planned as per the learning outcomes prescribed by the Punjabi University, Patiala. The learning outcomes of every program are informed to the different stakeholders regularly and also uploaded on the college website.

PLOs OF B.Ed. & M.Ed.

After completion of Teacher Education programme the pupil teachers will be able to:

- Develop ten key competencies as identified by NCTE.
- Attain harmonious development of their personality.
- Analyse curriculum and select appropriate teaching strategies according to their needs.
- Compete at the global level through the use of interdisciplinary knowledge.
- Engage themselves in the process of self-directed learning through the use of innovative practices.
- Apply teaching skills and methodology to deal with classroom problems.
- Empower themselves with the subject content and pedagogy.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Result sheet for each year received from the Affiliating University	<a href="#">View File</a>
Certified report from the Head of the Institution indicating pass percentage of students program-wise	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

The mission of Punjab College of Education is holistic and all round development of students. The learning outcomes of every program focuses on all the (three domains) - Cognitive, Affective and Psychomotor. The college organises various academic and co-curricular activities in line with PLOs and CLOs to bring about both professional as well as personal development of the students. The progressive performance of students is regularly assessed by the teachers through classroom interactions, oral tests, discussion sessions, seminars, presentations, workshops, participation in co-curricular activities, NSS Camps, Athletic meet etc. The students are regularly given feedback and suggestions for improvements in their performances. Internal Assessment is also based upon overall performance of students in academics and co-curricular activities.

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.7.4 - Performance of outgoing students in internal assessment****2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year**

88

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	<a href="#">View File</a>
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

At the beginning of every session, entry behavior testing of each student is done to assess different learning needs of students. On the basis of entry behavior testing teacher can identify different types of students (high achievers and low achievers). Remedial as well as enrichment programs are provided as per the need of the students. The students are regularly assessed for learning outcomes throughout the session both through external and internal examination. External examination is conducted through university examination done at the end of each semester. Internal assessment is done by college on the bases of classroom interaction, oral tests, discussion sessions, seminars, presentations, workshops; participation in co-curricular activities, NSS Camps, Athletic meet etc. Internal Assessment is also based upon overall performance of students in academics and co-curricular activities.

File Description	Documents
Documentary evidence in respect to claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.8 - Student Satisfaction Survey**

<b>2.8.1 - Online student satisfaction survey regarding teaching learning process</b>	
<a href="http://www.pgc.ac.in/wp-content/uploads/2023/07/SSS-RESPONSE.pdf">http://www.pgc.ac.in/wp-content/uploads/2023/07/SSS-RESPONSE.pdf</a>	
<b>RESEARCH AND OUTREACH ACTIVITIES</b>	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year</b>	
00	
<b>File Description</b>	<b>Documents</b>
Data as per Data Template	No File Uploaded
Sanction letter from the funding agency	No File Uploaded
Any other relevant information	No File Uploaded
<b>3.1.2 - Number of grants received for research projects from government and / or non-government agencies during the year (INR in Lakhs)</b>	
00	
<b>File Description</b>	<b>Documents</b>
Sanction letter from the funding agency	No File Uploaded
Income Expenditure statements highlighting the research grants received certified by the auditor	No File Uploaded
Any other relevant information	No File Uploaded
<b>3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research</b>	<b>Four of the above</b>

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Institutional Policy document detailing scheme of incentives	<a href="#">View File</a>
Sanction letters of award of incentives	<a href="#">View File</a>
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	<a href="#">View File</a>
Documentary evidence for each of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural supports**

All of the above

File Description	Documents
Documentary evidences in support of the claims	<a href="#">View File</a>
Details of reports highlighting the claims made by the institution	<a href="#">View File</a>
Reports of innovations tried out and ideas incubated	<a href="#">View File</a>
Copyrights or patents filed	No File Uploaded
Any other relevant information	No File Uploaded

## 3.2 - Research Publications

**3.2.1 - Number of research papers / articles per teacher published in Journals notified on UGC website during the year**

02



File Description	Documents
Data as per Data Template	<a href="#">View File</a>
First page of the article/journals with seal and signature of the Principal	<a href="#">View File</a>
E-copies of outer jacket/contents page of the journals in which articles are published	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year

02

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
• First page of the published book/chapter with seal and signature of the Principal	<a href="#">View File</a>
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 3.3 - Outreach Activities

#### 3.3.1 - Number of outreach activities organized by the institution during the year

##### 3.3.1.1 - Total number of outreach activities organized by the institution during the year

55

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 3.3.2 - Number of students participating in outreach activities organized by the institution during the year

#### 3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

150

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	<a href="#">View File</a>
Report of each outreach activity with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

180

#### 3.3.3.1 - Number of students participated in activities as part of national priority programmes during the year

180

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the claim along with photographs with caption and date	<a href="#">View File</a>
Any other relevant information	No File Uploaded

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

Punjab college of education is committed to social cause of education and building sense of social responsibility among students. Different outreach activities are organised throughout the session to sensitise the students about prevalent social issues. College has two active NSS units and one unit of Red Ribbon Club. Each year 7 day night NSS camp is organised. During NSS camp different community related activities are organised such as awareness rallies, Literacy campaign, Nukkad Natak, Cleanliness drives, extension lectures on important social issues, tree plantation drives etc. Such activities help students to interact directly with society and understand the social problems. Red Ribbon Club also organize different activities related to drug abuse, AIDS, blood donation etc.. A part from this many social activities such as langar sewa for needy people during Gurpurab, Visit to orphanage and interaction with destitute people are also organised to inculcate social skills and empathy among students.

File Description	Documents
Relevant documentary evidence for the claim	<a href="#">View File</a>
Report of each outreach activity signed by the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**3.3.5 - Number of awards and honours received for outreach activities from government / recognized agency during the year**

01

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Appropriate certificates from the awarding agency	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**3.4 - Collaboration and Linkages**

**3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the year**

3

**3.4.1.1 - Number of linkages for faculty exchange, student exchange, research etc. during the year**

3

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
List of teachers/students benefited by linkage – exchange and research	<a href="#">View File</a>
Report of each linkage along with videos/photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**3.4.2 - Functional MoUs with institutions of National and / or International importance, other universities, industries, corporate houses etc. during the academic year**

3

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copies of the MoU's with institution / industry/ corporate houses	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges**

**Five/Six of the above**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report of each activities with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

The institution has adequate infrastructure facilities for Teaching-Learning. The college campus has a total land area of about 15 acres. Built-in Area is about 4000 sq. m. The College has the following facilities available:

1. Principal Office
2. Staff room
3. Office for the Administrative Staff
4. Reception Area
5. Internal Quality Assurance Cell
6. A library cum reading room
7. 15 Class rooms
8. A seminar room
9. A multipurpose hall
10. ICT/ Computer Lab
11. Arts & Craft resource Room
12. Common room for Boys & Girls

13. Sports room
14. Music room
15. Science and Maths Lab
16. Language Lab
17. Psychology & Guidance Lab
18. Social Science lab
19. Play grounds
20. Canteen
21. Parking area
22. Guidance & Counselling Cell

File Description	Documents
List of physical facilities available for teaching learning	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.

##### 4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities

4

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Link to relevant page on the Institutional website	<a href="https://www.pgc.ac.in/ict-enabled-class-rooms-seminar-rooms/">https://www.pgc.ac.in/ict-enabled-class-rooms-seminar-rooms/</a>
Any other relevant information	No File Uploaded

**4.1.3 - Expenditure for infrastructure augmentation excluding salary during the year (INR in lakhs)****175558**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**4.2 - Library as a Learning Resource**

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 – 200 words.

The College had purchased a commercial library management Software KOHA in the year 2020 and since then library functioning is automated. This ILMS is used to manage all library collection like books, journals, magazines, CDs/DVDs, maps, bound volumes, etc. Bar Code technology is used in the library for issue and return of books. All functions like Issue- return, Renewal, Stock Verification, etc. are fully automated. With this new feature, readers can easily check which books are issued on their names, due date, renew on the due date and check other electronic resources provided in the library

File Description	Documents
Bill for augmentation of library signed by the Principal	<a href="#">View File</a>
Web-link to library facilities, if available	<a href="https://www.pgc.ac.in/library-facilities/">https://www.pgc.ac.in/library-facilities/</a>
Any other relevant information	No File Uploaded

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

The teachers and students can have access to e-journals subscribed by the college library. The membership of the journals is renewed on

annual basis. All the stakeholders and research scholars can have access to the titles of M.Ed. dissertations available in the college library from the college website.

File Description	Documents
Landing page of the remote access webpage	<a href="#">View File</a>
Details of users and details of visits/downloads	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**4.2.3 - Institution has subscription for e-resources and has membership / registration for the following e-journals e-Shodh Sindhu Shodhganga e-books Databases**

Two of the above

File Description	Documents
Data as per Data template	<a href="#">View File</a>
Receipts of subscription /membership to e-resources	<a href="#">View File</a>
E-copy of the letter of subscription /member ship in the name of institution	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**4.2.4 - Annual expenditure for purchase of books, journals, and e-resources during the year (INR in Lakhs)**

25730

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	<a href="#">View File</a>
Any other relevant information	No File Uploaded



**4.2.5 - Per day usage of library by teachers and students during the academic year****4.2.5.1 - Number of teachers and students using library for Month one (not less than 20 working days) during the academic year**

90

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	<a href="#">View File</a>
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	<a href="http://pgc.ac.in/ledger-pages/">http://pgc.ac.in/ledger-pages/</a>
Any other relevant information	No File Uploaded

**4.2.6 - Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education –general teacher education, special education and physical education by the following ways Relevant educational documents are obtained on a regular basis Documents are made available from other libraries on loan Documents are obtained as and when teachers recommend Documents are obtained as gifts to College**

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**4.3 - ICT Infrastructure**

**4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words**

The campus of the institution is Wi-Fi enabled. The computer lab of

the college is well equipped with internet connectivity of 4 MBPS. The faculty regularly uses computer lab for preparing e-content and presentations. Due to Covid-19 pandemic teachers used the ICT lab for online teaching. The students also use computer lab to prepare notes, presentation, research work etc. The students of M.Ed. use computer lab and internet services to do their dissertation work. New computers are added as per the requirement on regular basis.

There are four computers in the college office. Computers are used in the office for keeping all the records of the students and faculty records pertaining to accounts, correspondence, and all types of official information are stored.

Scanner is used to scan important documents, clippings, or photographs for writing reports or documentation.

Computers are also available in language labs, staff room, IQAC room, library, seminar room, class room etc.

LCD projectors are installed in two classrooms, one in seminar hall and one in multipurpose hall.

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 4.3.2 - Student – Computer ratio during the academic year

1:5

File Description	Documents
Data as per data template	<a href="#">View File</a>
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:

E. < 50 MBPS

File Description	Documents
Receipt for connection indicating bandwidth	No File Uploaded
Bill for any one month during the academic year indicating internet connection plan, speed and bandwidth	No File Uploaded
Any other relevant Information	No File Uploaded

**4.3.4 - Facilities for e-content development are available in the institution such as Facilities for e-content development are available in the institution such as Studio / Live studio Content distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit**

One of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Link to videos of the e-content development facilities	<a href="https://www.pgc.ac.in/ict-enabled-class-rooms-seminar-rooms/">https://www.pgc.ac.in/ict-enabled-class-rooms-seminar-rooms/</a>
List the equipment purchased for claimed facilities along with the relevant bills	No File Uploaded
Link to the e-content developed by the faculty of the institution	<a href="https://www.pgc.ac.in/ict-enabled-class-rooms-seminar-rooms/">https://www.pgc.ac.in/ict-enabled-class-rooms-seminar-rooms/</a>
Any other relevant information	No File Uploaded

#### **4.4 - Maintenance of Campus and Infrastructure**

**4.4.1 - Expenditure incurred exclusively on maintenance of physical and academic support facilities during the year (INR in Lakhs)**

5612572

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	<a href="#">View File</a>
Any other relevant information	No File Uploaded

4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. are in place Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words

Punjab College of Education has proper system and procedures for infrastructure maintenance and utilization. The college have adequate infrastructure facilities to ensure quality education. The infrastructure policy of the college ensures its quality, up-gradation & maintenance from time to time by regular upkeep and cleaning of the equipment's. To keep the whole campus including office, laboratories, library, canteen etc. clean and hygienic, separate staff has been engaged. The upkeep of computers, LAN, internet, Wi-Fi, and other ICT facilities is a regular feature of the College. The College has qualified regular staff for the maintenance of electrical work, civil work, etc. To meet power break down and to provide adjustable power base, Gen sets have been installed in the college.

File Description	Documents
Appropriate link(s) on the institutional website	<a href="https://pgc.ac.in/system-procedure/">https://pgc.ac.in/system-procedure/</a>
Any other relevant information	No File Uploaded

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

**5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the institution such as Career and Personal Counseling Skill enhancement in academic, technical and organizational aspects Communicating with persons of different disabilities: Braille, Sign language and Speech**

All of the above

**training Capability to develop a seminar paper and a research paper; understand/appreciate the difference between the two E-content development Online assessment of learning**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	<a href="#">View File</a>
Sample feedback sheets from the students participating in each of the initiative	<a href="#">View File</a>
Photographs with date and caption for each initiative	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the one/s applicable**

Nine or more of the above

File Description	Documents
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**5.1.3 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

A. All of the above

File Description	Documents
Data as per Data Template for the applicable options	<a href="#">View File</a>
Institutional guidelines for students' grievance redressal	<a href="#">View File</a>
Composition of the student grievance redressal committee including sexual harassment and ragging	<a href="#">View File</a>
Samples of grievance submitted offline	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)**

One of the above

File Description	Documents
Data as per Data template	<a href="#">View File</a>
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	<a href="#">View File</a>
Report of the Placement Cell	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 5.2 - Student Progression

**5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year**

Number of students placed as teachers/teacher educators	Total number of graduating students
20	76

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Reports of Placement Cell for during the year	<a href="#">View File</a>
Appointment letters of 10 percent graduates for each year	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 5.2.2 - Number of student progression to higher education during the academic year

#### 5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

00

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Details of graduating students and their progression to higher education with seal and signature of the principal	No File Uploaded
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

### 5.2.3 - Number of students qualifying state/national level examinations during the year (eg: NET/SLET/ TET/ CTET)

13

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of certificates for qualifying in the state/national examination	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

The college has active student council which works together with college management and staff for smooth functioning of the institution. The members of the student's council are elected through proper process of selection. All the students are informed through notice. The interested students fill their nomination form and then are elected through voting. The student council comprises of president, vice-president, treasurer, secretary and class representatives. Student plays a proactive role in all the administrative, academic, and cocurricular activities in the college. Monthly student's council meetings are conducted and proper record is maintained. student council have representative's members in IQAC and other committees of the college.

File Description	Documents
Copy of constitution of student council signed by the Principal	<a href="#">View File</a>
List of students represented on different bodies of the Institution signed by the Principal	<a href="#">View File</a>
Documentary evidence for alumni role in institution functioning and for student welfare	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 5.3.2 - Number of sports and cultural events organized at the institution during the year

55

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Reports of the events along with the photographs with captions and dates	<a href="#">View File</a>
Copy of circular / brochure indicating such kind of events	<a href="#">View File</a>
Any other relevant information	No File Uploaded



## 5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

### Punjab College of Education

Alumni are integral part of the college and they play positive role in institutional functioning and student welfare. The alumni provide strong support in development of the institution to provide financial and non-financial needs. They contribute in academic factor, student support, community related activities and immobilization of resources financial and non- financial. Alumni involved actively in the entire academics and cocurricular activities of the college. The alumni are the part of college burning body, academic council and IQAC committee. Significant contribution of alumni:

#### Admission process

Participation in community related activities such as donation to orphanages, cleanliness and plantation drive in nearby villages

#### Blood donation camps

#### Langar Sewa

File Description	Documents
Details of office bearers and members of alumni association	<a href="#">View File</a>
Certificate of registration of Alumni Association, if registered	No File Uploaded
Any other relevant information	No File Uploaded

**5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in the in-house curriculum development Organization of various activities other than class room activities Support to curriculum delivery Student mentoring Financial contribution Placement advice and support**

All of the above

File Description	Documents
Documentary evidence for the selected claim	<a href="#">View File</a>
Income Expenditure statement highlighting the alumni contribution	<a href="#">View File</a>
Report of alumni participation in institutional functioning for the academic year	<a href="#">View File</a>
Any other relevant information.	No File Uploaded

#### 5.4.3 - Number of meetings of Alumni Association held during the year

1

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	<a href="#">View File</a>
Any other relevant information	No File Uploaded

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

The Alumniassociation acts as effective support system to the institution in motivating students as well as recognizing and nurturing special talents in them. The activities of the alumni association includes:

Participation in academic and cocurricular activities.

Involvement in mentoring and counselling services to students.

Involvement in job placement of students.

Active participation in community related activities such as donation to orphanages, cleanliness and plantation drive in nearby villages

Active participation in blood donation camp

Active participation in Langar sewa

Involvement in marketing services of the college.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

Punjab College of Education is a self-financed un-aided institute set up by Gyan Jyoti Educational and Social Welfare Society (Regd.). The Society was established with a deep commitment to promote and propagate quality teacher education conforming to international standards. Punjab College of Education is a hub of learning and achievement providing practical skills for life and employment, and also professional and academic qualifications that can lead to a successful, rewarding career.

We impart class room instructions by using latest technology; also organize interactive tutorial sessions and students' interactions with experts and educationists. Our institution provides conducive environment to its students which cultivates in them humane and spiritual values essential for good teachers and human beings. We have a dedicated team of faculty members striving hard to provide the students with the latest knowledge and skills that would help them to stand out in today's fiercely competitive world.

File Description	Documents
Vision and Mission statements of the institution	<a href="#">View File</a>
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

The college follows decentralisation and participativemanagement in its functioning and administration. All the stakeholders play a crucial role in the management and administration of the institution. The management of the college is very cooperative and dedicated to provide value based quality education. The governing body of the college comprising members of management, two university nominees, principal of the college, two faculty members, one local nominee, two alumni. The composition of the governing body reflects decentralisation and participative management of the institution. The IQAC committee maintains the quality in administrative and academic activities. The IQAC committee also have representation from all stakeholders. The student council and alumni of the college actively participate in proper functioning of the institution.

File Description	Documents
Relevant documents to indicate decentralization and participative management	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

The institution maintains transparency in its financial, academic, and administrative functions.

Annual budget for the session is discussed with all the stakeholders

and streamlined under different heads. The institution conducts internal and external financial audits regularly. The balance sheet is prepared for every session and updated on the college website.

The academic and administrative committees of the college have representation from all stakeholders which includes members of the management, principal, senior faculty members, local society nominees, alumni and college students. Details of teaching as well as non-teaching staff, accounts, academic progress, etc. is updated every year on the AISHE portal i.e. All India Survey of Higher Education which is under the HRD Ministry, New Delhi. through the link <https://aishe.gov.in/aishe/userlogin> . All the detail about college governing body, Faculty, College activities, College committee is available on the college website [www.pgc.ac.in](http://www.pgc.ac.in)

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

The academic council and IQAC committee prepares strategic plan at the beginning of each session. The strategic plan includes academic, administrative and all cocurricular activities to be organized during the session.

In the session 2021-22, one of the activity successfully implemented based on the strategic plan was to have green initiative of the collegewhich involve clean healthy and pollution free campus. The college campus is lush green and spread over 15 acres of land. The college follows no plastic policy. The waste material is segregated into dry and wet waste. Dry waste includes wood and related products, metal, glass, paper. Wet waste includes organic waste generated from pantry, canteen etc. Dustbins are kept at proper places to segregate the waste. The campus beautification is properly maintained. The college also has herbal garden which have many medicinal plants such as; Tulsi, Amla, Aloevera, Hard, Baheda etc.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	<a href="https://pgc.ac.in/institutional-strategic-plan/">https://pgc.ac.in/institutional-strategic-plan/</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

The organizational structure of the institute is as per NCTE norms and Punjabi University, Patiala guidelines. The organization involves management, principal, academic and administrative staff. Punjab College of Education is self-financed unaided institution setup by Gyan Jyoti Education and Social Welfare Society. The governing body of the college is the main decision making body assisted by academic council, IQAC committee, student council and alumni association. The institution practices decentralization and participative management. The institution maintain transparency in its financial, academic, administrative and other functions. The organisational structure is efficient, flexible, innovative and caring in order to achieve a sustainable competitive advantage.

File Description	Documents
Link to organogram on the institutional website	<a href="https://pgc.ac.in/organogram/">https://pgc.ac.in/organogram/</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students**

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Screen shots of user interfaces of each module	<a href="#">View File</a>
Annual e-governance report	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

The college has different academic and administrative committees for smooth functioning of the institution. The college has governing body, academic committee, IQAC committee, cocurricular committee, media & publicity committee etc. for effective management of teaching learning process. The IQAC committee is meant for planning, guiding and monitoring quality assurance and maintenance activities of the college. IQAC channelize and systematize the efforts and measures of the institution towards academic excellence. IQAC holds meeting during the session to prepare the action plan for each session and its successful implementation.

**IQAC committee Decision: Online teaching for B.Ed & M.Ed students**

Due to Covid-19 pandemic, the IQAC committee passed the resolution to continue with online teaching for the students. An orientation programme was organized for the staff on the theme of online teaching methodology. The teachers were given demonstrations for using different online teaching apps for teaching students such as: Google Meet, Zoom Classes, Video-conferencing, whatsapp groups etc. The teachers also developed e-content on different topics of their respective subjects.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	<a href="#">View File</a>
Action taken report with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place  
Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

Various welfare measures are being practiced in the institution for teaching and non-teaching staff which includes:

1. Employment provident facility for Non-Teaching Staff.
2. Employment state insurance for Non-Teaching Staff.
3. Duty leave for teachers for their professional growth.
4. Maternity/paternity leave.
5. Provision of Uniforms for Non- Teaching staff

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	<a href="#">View File</a>
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend seminars / conferences / workshops and towards membership fees of professional bodies during the year

4



File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Institutional Policy document on providing financial support to teachers	<a href="#">View File</a>
E-copy of letter/s indicating financial assistance to teachers	<a href="#">View File</a>
Certificate of participation for the claim	<a href="#">View File</a>
Certificate of membership	No File Uploaded
Income Expenditure statement highlighting the financial support to teachers	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**6.3.3 - Number of professional development /administrative training programmes organized by the institution for teaching and non-teaching staff during the year.**

10

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Brochures / Reports along with Photographs with date and caption	<a href="#">View File</a>
List of participants of each programme	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes**

5

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of Course completion certificates	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

The institution has a strong system of performance appraisal for the teaching and non -teaching staff. Performance appraisal for teaching and non-teaching staff is conducted to gain insight of their performance level.If any issue comes to the notice of the principal, the concerned staff member is intimated personally for improvement in future.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	<a href="#">View File</a>
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

The institution conduct internal and external financial audit regularly. Internal audit is conducted during governing body meetings. External audit is conducted through reputed chartered accountant. The balance sheet of every financial year is regularly maintained and updated on college website.

File Description	Documents
Report of Auditors of during the year signed by the Principal.	<a href="#">View File</a>
List of audit objections and their compliance with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 6.4.2 - Funds / Donations received from non-government bodies, individuals, philanthropists averaged over the year (not covered in Criterion III)(INR in Lakhs)

0

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	<a href="#">View File</a>
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	No File Uploaded
Any other relevant information	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

Institute maintains and follows a well-planned process for the mobilization of funds and resources. The process involves various committees of the institute as well as the Department Heads and Accounts office. The institute is self-financed unaided college and is not getting any grant/ financial aid from the state or central government. Institute has designed some specific rules for the fund usage and resource utilization. The student Tuition fee is the only major source of income for the institute. Sponsorships are sought from different funding bodies such as: ICSSR, NAAC, PSCST etc to organize workshops, seminars, projects etc.

- Utilization of funds: - Financial committee has been constituted to monitor optimal utilization of funds for various recurring and non-recurring expenses. The financial

committee and purchase committee collects the demands for purchase of different items, equipment, books, computers etc. from different committee members. Quotations are obtained and scrutinized from different organizations before making the final decision.

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

Punjab College of Education was accredited by NAAC in year 2011 with grade 'B'. The institute has functional Internal Quality Assurance Cell which works towards maintaining the quality in education and suggest quality enhancement measures to be adopted. The IQAC meets every quarterly to plan, direct, implement and evaluate the teaching learning process, research and outreach activities, innovative practices in the college. The college has different academic and administrative committees which meets regularly to chalk out quality initiatives to be taken throughout the year. Proper record of minutes of each meeting is maintained. Feedback is taken from students, alumni, parents, teachers, community members, principals of practising schools regarding different aspect of the institution for further improvement. Significant improvement in quality have been made by the college through IQAC initiatives.

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

The primary aim of IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution. IQAC committee regularly reviews teaching learning process by holding frequent meetings with academic committee of the college. Different orientation programme and interactive sessions are organized on latest teaching methodologies. Regular feedback is also obtained from various stakeholders such as: teachers, parents, students, alumni, school principals, eminent community members. Feedback analysis is done and all the suggestions obtained regarding teaching learning process are implemented from time to time.

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**6.5.3 - Number of quality initiatives taken by IQAC or any other mechanism for promoting quality culture during the year**

8

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report of the work done by IQAC or other quality mechanisms	<a href="#">View File</a>
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal**

All of the above

**Quality Assurance Cell (IQAC) or other mechanisms; Feedback collected, analysed and used for improvements Timely submission of AQARs (only after 1st cycle) Academic Administrative Audit (AAA) and initiation of follow up action Collaborative quality initiatives with other institution(s) Participation in NIRF**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Link to the minutes of the meeting of IQAC	<a href="http://pgc.ac.in/minutes-of-iqac-meetings/">http://pgc.ac.in/minutes-of-iqac-meetings/</a>
Link to Annual Quality Assurance Reports (AQAR) of IQAC	<a href="http://pgc.ac.in/iqac-education/">http://pgc.ac.in/iqac-education/</a>
Consolidated report of Academic Administrative Audit (AAA)	<a href="#">View File</a>
e-Copies of the accreditations and certifications	<a href="#">View File</a>
• Supporting document of participation in NIRF	No File Uploaded
Feedback analysis report	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle: Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

The college has taken number of post accreditation quality improvement during last 10 years. New Programmes under UG and PG

- New Courses: M.Ed. Courses started 2013-14.
- Seminars/ Workshops/Webinars: 2 National level seminar was organized:

-Two day national seminar on 'Environmental education -A Global concern' on 12, 13-December- 2012.

-Two days national seminar on- 'Disabilities in to Abilities role of Education' on 25, 26-March-2014.

- One National Seminar Organized on National Education Policy 2020 on 17-03-2023 and One

ICSSR Sponsored National Seminar on Quality Concerns in Teacher Education on 23-05-2023.

- Students support and progression: Placements of students in different government and private schools, Active Alumni Association & Students council.
- Campus development/ green initiatives: - Tree Plantation, Formation of Eco club, Beautification of college lawns, maintenance of Herbal Garden.
- Infrastructures Facilities: Addition of 9 class rooms, new computer in computer lab, Up- gradation of seminar room.
- Automation of Library: Software Koha installed, Addition of new books and journals.
- Research activities: Research journal started, Promotion of research work among staff and students, Publication of research papers by staff.
- Collaboration & linkages with other educational institute.
- Innovative initiatives: Rain water harvesting, Compost pit, Segregation of waste, E-waste

collection .

- Community related activities: Seven day NSS camp and red ribbon club activities.
- Innovative Teaching Methodology: Online Teaching, Using platforms, Such a google classroom,

google forms, google meet, zoom etc.

- Faculty Development programme: Organizing of workshops/ expert talks.
- Extension Lecture on relevant themes
- Field trips and excursions.
- Participation in Youth Festival

File Description	Documents
Relevant documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

The institution has clear policy and guidelines for energy conservation and use. CFLs have been installed everywhere to reduce the energy consumption. The classrooms of the college are spacious and airy. Natural day light has been optimized everywhere in the campus. The staff and students are oriented about the energy conservation policies of the college. Hand-made posters by students are displayed everywhere in the campus to generate awareness about efficient energy use. The teachers ensure the lights and fans are turned off every time after use.

Institutions Energy Policy Document • All individuals (teaching, nonteaching and students) of the institution should appreciate and value the use any form of energy i.e., electricity and water in abundance. • They are entitled/ obliged to save and prevent the misuse or wastage of any form of energy. • An environment club has been constituted in the institution including members of teaching staff, and students. • Environment club of the institution check the use of various energy sources available in the institution. • The energy monitoring committee shall comprise of members from teaching, nonteaching and students of the institution with the principal as the Chairman.

File Description	Documents
Institution's energy policy document	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation procedure in not more than 100 - 200 words.

Punjab College of Education has a stated policy and procedure for waste management. The institute realises sustainable and holistic waste management essential in reducing its environmental fool printing and providing a safe and healthy work environment for teaching and non-teaching staff, students and visitors. The institute ensure that all the campus waste are disposed off



responsible by using proper waste segregation, mechanism at the source and converting it into value able environment friendly product. There are separate colored bins for dry (blue) and wet (green) waste. Plastic is totally banned in the campus. The dry saleable materials like news paper, paper, files, plastic, old furniture and other waste is regularly sold to recycling agents. The wet waste such as pantry, canteen, kitchen and garden waste is disposed off into the dustbins earmarked for the purpose. The wet waste is recycled into the compost pit dug for the purpose which is monitored from time to time. E-waste is collected in the e-waste bin kept in the corridor.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.3 - Institution waste management practices include Segregation of waste E-waste management Vermi-compost Bio gas plants Sewage Treatment Plant**

All of the above

File Description	Documents
Documentary evidence in support of each selected response	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Income Expenditure statement highlighting the specific components	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage**

All of the above

File Description	Documents
Income Expenditure statement highlighting the specific components	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

Punjab College of Education has eco-friendly campus spread in 15 acers land area with aesthetic and elegant buildings, beautiful lawns, spacious playground and lush green environment conducive for teaching learning process. The built-up area of the college has classrooms, labs, administrative block, storage areas, canteen, multipurpose hall etc. The open spaces have lawns, parking spaces, herbal garden, open walking passages, playground etc. The campus is with sufficient green cover in the form of trees, lawns and potted plants. The college has taken many initiatives towards maintenance cleanliness, sanitation, green cover and providing a pollution free healthy environment. The college initiative includes:

Tree plantation drive is a regular feature of the college.

Use of plastic is totally banned in the campus

Green land scaping with ornamental trees and plants

Dustbin are kept at different point in the campus

File Description	Documents
Documents and/or photographs in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<b>7.1.6 - Institution is committed to encourage green practices that include Encouraging use of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants</b>	<b>All of the above</b>
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File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	<a href="#">View File</a>
Circulars and relevant policy papers for the claims made	<a href="#">View File</a>
Snap shots and documents related to exclusive software packages used for paperless office	<a href="#">View File</a>
Income- Expenditure statement highlighting the specific components	<a href="#">View File</a>

**7.1.7 - Number of expenditure on green initiatives and waste management excluding salary component during the year (INR in Lakhs)**

**Nil**

File Description	Documents
Data as per Data Template	<b>No File Uploaded</b>
Income Expenditure statement on green initiatives, energy and waste management	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and challenges in not more than 100 - 200 words

The college is spread over 15 acres of land with lush green campus and excellent infrastructure facilities. The college has spacious multipurpose hall which is used to organize different social and cultural events. The college organizes different community based events in which local people participate from the nearby villages. The college campus and infrastructure is used for social causes such

as: blood donation camp, pulse polio drive, red ribbon club activities, mega cultural events like fusion, sports meet, literacy campaign, awareness rallies etc. 3 day entrepreneurship camp was organized in which different competition and expert lectures was held to develop entrepreneurship skills among the students. The students were also oriented about the basics of starting and operating a small business.

The college campus is also used to conduct competitive examination such a Constable and Sub Inspector for Punjab Police etc.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.9 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized**

**A. All of the above**

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	<a href="#">View File</a>
Web-Link to the Code of Conduct displayed on the institution's website	<a href="#">View File</a>
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	<a href="#">View File</a>
Details of the Monitoring Committee, Professional ethics programmes, if any	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website)  
Describe any two best practices successfully implemented by the institution as per NAAC format

Punjab College of Education was established with the deep commitment to promote and propagate quality teacher education. Best practices of the institution helps in its development and support main cause of the institution. Two best practices implemented by the institution are:

### BEST PRACTICE

**TITLE OF THE PRACTICE: VALUE ADDED COURSE ON LIFE SKILL**

**Objectives of the Practice:**

It is specially designed to enhance efforts to positively develop and change behaviour, it is not concentrated on providing information only.

Play an important role in independent living.

Development needs & aspirations of the individuals. Development of psychosocial

To enhance capabilities and enlarge choices.

**ACTION PLAN:** For the purpose of a well-planned action plan is outlined.

**TITLE OF THE PRACTICE:** GREEN CAMPUS POLICY

**Objectives of the Practice:**

To develop specific policy to improve and monitor environmental practises.

To develop plastic free campus.

To develop green landscaping with trees and plants.

To encourage use of bicycles.

Move towards paperless office.

**TITLE OF THE PRACTICE:** WASTE MANAGEMENT POLICY

**Objectives of the Practice:**

To ensure segregation of wet and dry waste

To ensure segregation of e waste.

To make efforts for plastic free campus.

File Description	Documents
Photos related to two best practices of the Institution	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision, priority and thrust in not more than 100 -200 words

Punjab College of Education is one of the première institutions in teacher education in the country. The college is committed towards its mission to make quality the defining element through a combination of self and external quality evaluation, promotion and sustenance initiatives. The college continuously works towards

fostering global competency among the students and cultivating value system. The college organizes different activities which include:

Organisation of Webinars on Blending technology and teaching learning process., Role of Yoga and nutritious diet in building immunity and Role of science in mitigating Covid- 19 Pandemic

Expert lectures on relevant themes such as Communication skill, NEP-2020, Women empowerment, Mental health, Health hygiene and sanitation, Career Guidance.

Celebration of important days and festivals

Community related activities: 7 Day NSS Camp, Red Ribbon Activity.

Excursion and field trips.

Participation in Youth festivals

Sports activities.

Placement Drive.

Value added course on life skills.

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	<a href="#">View File</a>
Any other relevant information	No File Uploaded