



**GOVERNMENT COLLEGE OF EDUCATION  
SECTOR 20-D, CHANDIGARH  
NAAC ACCREDITED GRADE 'A'**



**3rd Cycle  
Assessment and Accreditation by NAAC**

**CRITERION-I  
CURRICULAR ASPECTS**



## Criterion I

### Key Indicator – 1.1 Curriculum Planning

#### 1.1.2 D :- Action Taken for in-house Curriculum Planning

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## GOVERNMENT COLLEGE OF EDUCATION SECTOR 20D, CHANDIGARH


ACADEMIC SESSION 2022-2023


## ACTION TAKEN REPORT

Dated: 03.6.2022

Action taken report with regard to Curriculum Planning and Enrichment committee meeting held on 27.05.2023 and decisions / recommendations forwarded by the committee for improving the curriculum transaction and learning outcomes of the students. The point wise detail of the steps taken is as under;

1. Staff meeting was scheduled on 02.06.2022 for seeking more information from individual faculty members about the progress of the students and their current position of the lecture shortage/ House examination performance etc (Annexure No. ).
2. Dr. Suman Khokhar , In charge Lecture shortage committee presented the lecture shortage report in the staff meeting held on 02.06.2022 and informed the house that 35 students were having lecture shortage below five lectures and 5 students are facing serious lecture shortage ( more than five lectures).
3. After deliberation it was unanimously approved by the house that Parent teacher meeting (PTM) may be scheduled for the students having lecture shortage more than five and Principal of the college was authorized to take appropriate decision in consultation with the higher authorities regarding such lecture shortage cases after PTM.
4. It was approved by the house that students having genuine reasons and representing the college in different competitions may be given assignment work by the subject teachers in lieu of being absent in the college house examination latest by 10<sup>th</sup> June 2022.
5. Principal also informed the house that Panjab University final practical examinations have been scheduled from 15<sup>th</sup> June 2022 to 21<sup>st</sup> June 2022 and final theory examinations have been scheduled from 22<sup>nd</sup> June 2022.
6. Dr. Sapna Nanda (Dean) suggested faculty members to provide all the required support to the students for improving their academic performance and excelling in the final examination.

  
Dr. Sapna Nanda  
Dean,  
Govt. College of Education,  
Sector 20-D, Chandigarh.

  
Dr. A. K. Srivastava  
Principal, (Principal)  
Govt. College of Education  
Sector 20-D, Chandigarh

GOVERNMENT COLLEGE OF EDUCATION SECTOR 20D, CHANDIGARH

ACADEMIC SESSION 2022-2023

ACTION TAKEN REPORT

Dated: 30.08.2022

Action taken report with regard to Curriculum Planning and Enrichment committee meeting held on 17.08.2022 and decisions / recommendations forwarded by the committee for improving the curriculum transaction and learning outcomes of the students. The point wise detail of the steps taken is as under;

1. B.Ed. Admission In charge Dr. Anurag sankhian coordinated with the staff members and in consultation with the Principal different duties were assigned to the faculty members for smooth conduct of the Centralized B. Ed. Admission scheduled by the Panjab university, Chandigarh on September 13<sup>th</sup> and 14<sup>th</sup>, 2022 (Annexure No. ).
2. Convenors and members of the Admission committee, eligibility committee, record committee, student support committee etc. were briefed by the Principal.
3. Office superintendent was advised to direct the concerned support staff for providing the required support during the admission process and take care of the parents and students visiting the institution for completing the admission process.
4. Principal requested the College admission Convenor Dr. Sapna Nanda (Dean) to supervise the whole admission process for smooth conduct of the scheduled admissions.

Dr. Sapna Nanda

Dean,  
(Dean)  
Govt. College of Education,  
Sector 20-D, Chandigarh.

Dr. A. K. Srivastava

Principal, (Principal)  
Govt. College of Education  
Sector 20-D, Chandigarh

GOVERNMENT COLLEGE OF EDUCATION SECTOR 20D, CHANDIGARH

ACADEMIC SESSION 2022-2023

ACTION TAKEN REPORT

Dated: 21.11.2022

Action taken report with regard to Curriculum Planning and Enrichment committee meeting held on 14.11.2022 and decisions / recommendations forwarded by the committee for improving the curriculum transaction and learning outcomes of the students. The point wise detail of the steps taken is as under;

1. Staff meeting was scheduled on 18.11.2022 for enquiring the status of the syllabus completion of B.Ed., M.Ed., and PGDG&C seeking more information from individual faculty members about the students progress of the students and their current position of the lecture shortage/ House examination performance etc. All the faculty members reported regarding completion of the syllabus as per the requirement (Annexure No. ).
2. Controller of the examination Dr. Sanjeev kumar informed the house regarding preparation for the conduct of the college house examinations and requested faculty members to prepare the question papers of the college house examination strictly according the prescribed format mentioned in the Panjab university B.Ed./ M.Ed./ PGDG&C syllabus.
3. Skill –in teaching In charge informed the house regarding the Internal awards as per the requirement of the internal assessment committee of the college..
4. Principal requested the College faculty member to contribute research papers for publication in the college research journal, 'The Education Beacon'.



Dr. Sapna Nanda

Dean, (Dean)  
Govt. College of Education,  
Sector 20-D, Chandigarh.



Dr. A. K. Srivastava

Principal, (Principal)  
Govt. College of Education  
Sector 20-D, Chandigarh

GOVERNMENT COLLEGE OF EDUCATION, SECTOR 20-D, CHANDIGARH

Dated: 08-02-2023

**ACTION TAKEN REPORT**

In pursuance of the decisions taken in the meeting of Curriculum Planning and Enrichment Committee under the chairmanship of the Principal on 28/01/2023, the following actions were taken

1. Formation of Academic Coordination and Monitoring Committee

**Action Taken:** Academic Coordination and Monitoring Committee was formed on 02.02.2023 as suggested in the previous meeting by the members.

2. Smooth Functioning of Classes


**Action Taken:** The Academic Coordination and Monitoring Committee will look into the smooth functioning of classes and shall coordinate with the Class representative of M.Ed, PGDG&C and B.Ed. regarding this. The Class representative may present their issues & concerns if any to the committee members.

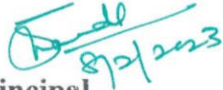
3. Improvement of Teaching Learning process

**Action Taken:** The Academic Coordination and Monitoring Committee has come into action and held its meeting on 02.02.2023 in the Dean office. It was resolved that as per the needs of students, meeting shall be held time to time to assess teaching-learning in classes and student performance in exams.

4. M.Ed Admission

**Action Taken:** Due to lesser admission in M.Ed course it was decided that a proposal being sent to the higher authority for lowering the course fee in accordance with Panjab University and other private Colleges of Chandigarh. M.Ed incharge and admission clerk will correspond with authorities in this regard.

  
Dean,  
Govt. College of Education,  
Sector 20-D, Chandigarh.

  
Principal,  
Govt. College of Education  
Sector 20-D, Chandigarh

**ACTION TAKEN REPORT**

**Dated 10.02.23**

In pursuance of the decisions taken in the **meeting of Curriculum Planning and Enrichment Committee** under the chairmanship of the Principal on **02-02-2023**, the following actions were taken

**1) Smooth functioning of the classes and Wifi Facility in campus**

**Action Taken:** The Academic Coordination and Monitoring Committee will look into the smooth functioning of classes and shall coordinate with the Class representative of M.Ed, PGDG&C and B.Ed. regarding this. If any teacher is on long leave, the remedy was identified as that the students may be given assignment work by the teacher concerned or go to library or do sports and games activities or do their assignment/sessional/project work or any other teacher may be adjusted.

Regarding the Wi-fi facility the college has approached BSNL telecom for availing the facility and it is under process.

**2) Creating a pool of resources for student preparation for CTET/STET/ etc.**

**Action Taken:** The Academic Coordination and Monitoring Committee decided that Placement Cell of the college may decide about the matter and work on the modalities according to the time table and the availability of resources.as the programme would require remuneration of trainers/teachers. It has been conveyed to the placement cell and required arrangements and programs are being organized from time to time.

  
Dean 10/2/23

  
Principal

CC: College Website

- College Record

NAAC



GOVERNMENT COLLEGE OF EDUCATION, SECTOR 20-D, CHANDIGARH

**Action Taken Report**

**Dated 05.04.23**

In continuation to the previous meeting of Curriculum Enrichment Committee held on 25.03.2023, the following actions were taken:

**Agenda 1: Syllabus before the commencement of House Examination**

**Action taken:** Dean Dr. A.K. Srivastava assured that the syllabus has been covered in the Foundation/Pedagogy subjects of B.Ed. Semester IV, B.Ed. Semester II, M.Ed. and PGDGC keeping in view the upcoming House Examination.

**Agenda: Pre-preparation for the House Examination**

**Action taken:** Students having any doubt/problem in content covered in Foundation and Pedagogy subjects approached their teachers for preparation of mid-semester examination.

**Agenda: Regarding Books related to the B.Ed. Syllabus**

**Action taken:** The committee directed the class representatives to provide the detailed list of required books along with the publisher and author name for updating book bank with new set of latest books for the benefit of the needy students. Hindi/Punjabi medium books are being added into the existing number of books so that the students appearing in hindi or punjabi medium do not face any problem. The work is being undertaken in the library on priority basis.

**Any other:**

- Data regarding Academic bank of Credits is being processed by students of M.Ed., B.Ed. and PGDG&C classes.
- Dr. Neelam Paul has been nominated to be a member of Value Added Course on health and physical education to be conducted by Panjab University.

  
Dean 5/4/23

  
Principal 5/4/2023



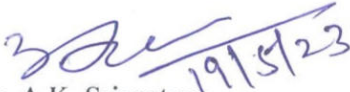
**GOVERNMENT COLLEGE OF EDUCATION, SECTOR 20-D, CHANDIGARH**

**Action Taken Report**

**Dated: 19.05.2023**

With regard to the previous **meetings of Curriculum Enrichment Committee** held on 28.03.23 and 10.05.23 respectively, the following actions were taken:

- Syllabus covered before the commencement of House Examination and Panjab University Final Examination for the M.Ed (Sem. II & IV) ., B.Ed. (Sem. II & IV) and PGDG&C classes was assessed and the committee assured that for any problem pertaining to academics shall be resolved and students can seek guidance from their teachers as and when desired.
- Student Performance in House Examination was assessed for all the classes and the results were analysed. Students who underperformed or could not pass the exams were encouraged to seek remedial support from their teachers. Furthermore, students were also asked to make best possible use of the available resources in the college library.
- The up-gradation of existing book bank facility in the library, to help needy students, was under process and new books shall be added into the count from the new academic session i.e. 2023-2024.

  
Dr. A.K. Srivastava  
(Dean)

  
Dr. Sapna Nanda (Principal)  
(Principal)

C.C:

- 1) NAAC Committee
- 2) College Website

GOVERNMENT COLLEGE OF EDUCATION, SECTOR 20-D, CHANDIGARH

**Complied Report of Curriculum Enrichment Committee**

**Action Taken Report**

**Academic Session 2022-2023 (January to May 2023)**

**Dated: 19.05.2023**

The curriculum enrichment committee works throughout the session for continuous improvement in the academic practices of the college so as to enhance the learning experience of its students. The meetings of the committee were held on 28.01.23 , 02.02.23, 25.03.23 and 10.05.23 respectively. The issues related to teaching and learning like smooth functioning of classes, student attendance, time-table, syllabus covered before commencement of examinations and other issues like M.Ed. Admissions, Wi-fi campus, enriching the book bank with new set of books etc were discussed and resolved.

In perusal of the decisions taken in the meeting of Curriculum Planning and Enrichment Committee under the chairmanship of the Principal on 28/01/2023, the Academic Coordination and Monitoring Committee was formed on 02.02.2023 that would assess the following practices:


- Smooth Functioning of Classes- The Academic Coordination and Monitoring Committee will look into the smooth functioning of classes and shall coordinate with the class representative of M.Ed, PGDG&C and B.Ed. regarding this. The Class representative may present their issues & concerns, if any to the committee members.
- Improvement of Teaching Learning process -The Academic Coordination and Monitoring Committee has come into action and held its meeting on 02.02.2023 in the Dean office. It was resolved that as per the needs of students, meeting shall be held time to time to assess teaching-learning in classes and student performance in exams.
- M.Ed Admission- Due to lesser admission in M.Ed course it was decided that a proposal being sent to the higher authority for lowering the course fee in accordance with Panjab University and other private Colleges of Chandigarh. M.Ed Incharge will correspond with authorities in this regard.


Furthermore, On the account of meetings of Curriculum Enrichment Committee held on 28.03.23 and 10.05.23 respectively, the following decisions were taken

- Syllabus covered before the commencement of House Examination and Panjab University Final Examination for the M.Ed (Sem. II & IV) , B.Ed. (Sem. II & IV) and PGDG&C classes was assessed and the committee assured that for any problem pertaining to academics shall be resolved and students can seek guidance from their teachers as and when desired.

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- Student Performance in House Examination was assessed for all the classes and the result was analysed. Students who underperformed or could not pass the exams were encouraged to seek remedial support from their teachers. Furthermore, students were also asked to make best possible use of the available resources in the college library.
- The up-gradation of existing book bank facility in the library, to help needy students, was under process and new books shall be added into the count from the new academic session i.e. 2023-2024.

  
Dr. A.K. Srivastava  
(Dean)  
Govt. College of Education,  
Sector 20-D, Chandigarh.

  
Dr. Sapna Nanda (Principal)  
(Principal)  
Principal,  
Govt. College of Education  
Sector 20-D, Chandigarh

C.C:

- 1) NAAC Committee
- 2) College Website