

GOVT.COLLEGE OF EDUCATION SECTOR 20 D, CHANDIGARH

Dated- 01-04 -24

NOTICE

A meeting of Curriculum Planning and Enrichment Committee and Academic coordination and monitoring committee is scheduled to be held on 04-04-2024 at 10:00 a.m. in the Dean's office to discuss various issues related to Curriculum Planning and Enrichment.

Members: -

- Dr. Sapna Nanda (Principal & Chairperson)
- Dr.A.K.Srivastava.(Dean) *AKS*
- Dr. Mukhtiar Singh (Assistant professor) *M-har 23/04/24*
- Dr.Anjali puri (Associate professor) & (PGD&C Incharge) *AW*
- Dr.Balwinder Kaur (Associate professor)& (M.Ed Incharge) *BW 31/4/24*
- Dr.Anurag Sankhian(Associate professor)&(B.Ed Incharge)
- Dr.Sanjeev Kumar (Examination Incharge) *SK*
- Dr.Sheojee Singh (Associate professor) *SS*
- Dr Upasana (Assistant professor) *UP*
- President NSS (Mr. Shivam Jha ,Mr. Pinku) *Shivam Pinku*
- President Cultural Society (Ms. Preeti)
- Class Representatives of M.Ed., B.Ed. and PGD Guidance &Councelling
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1. Aman
2. Anjali
3. Anurag
4. Pinku
5. Preeti
6. Sowab
7. Upasana
8. Bhanya (PGD&C)

- AGENDA :-
1. Syllabus covered before commencement of House Examination
 2. House Examination
 3. Any Other

AKS
Dean 1/4/24

Sapna
3/4/2024
Principal

*Note: - Dr. Upasana will note down the minutes of meeting of curriculum committee

GOVT.COLLEGE OF EDUCATION SECTOR 20 D, CHANDIGARH

Dated- 04-04 -24

Attendance

A meeting of Curriculum Planning and Enrichment Committee and Academic coordination and monitoring committee is scheduled to be held on 04-04-2024 at 10:00 a.m. in the Dean's office to discuss various issues related to Curriculum Planning and Enrichment.

Members: -

- Dr. Sapna Nanda (Principal & Chairperson) *Sapna*
- Dr.A:K.Srivastava (Dean) *AKS*
- Dr. Mukhtiar Singh (Assistant professor) *M. Singh*
- Dr.Anjali puri (Associate professor) & (PGD&C Incharge) *Anjali*
- Dr.Balwinder Kaur (Associate professor)& (M.Ed Incharge) *Balwinder*
- Dr.Anurag Sankhian(Associate professor)&(B.Ed Incharge) *Anurag*
- Dr.Sanjeev Kumar (Examination Incharge) *Sanjeev*
- Dr.Sheojee Singh (Associate professor) *Sheojee*
- Dr Upasana (Assistant professor) *Upasana*
- President NSS (Mr. Shivam Jha ,Mr. Pinku) *Shivam Pinku*
- President Cultural Society (Ms. Preeti) *Preeti*
- Class Representatives of M.Ed., B.Ed. and PGD Guidance &Counselling
- Dr. Kusum (Coordinator, Skill-in-Teaching) *Kusum*

- 1. Anand M Ed II
- 2. Nisha (B.Ed II yr)
- 3. Rishika B Ed II yr
- 4. Pooja B Ed
- 5. Shivansingh (B.Ed. I St yr.)
- 6. (Sourabh B.Ed 2nd yr A)
- 7. Anurag
- 8. Phanje PGD&C

- AGENDA :-
1. Syllabus covered before commencement of House Examination
 2. House Examination
 3. Any Other

AKS
Dean
4/4/24

Sapna
4/4/2024
Principal

*Note: - Dr. Upasana will note down the minutes of meeting of curriculum committee

Minutes of the Meeting

Dated: 04.04.2024

A meeting of Curriculum Enrichment Committee and Academic coordination committee was held on 04.04.24 at 10.00 am in the Dean's office. The agenda of the meeting were:-
Syllabus covered before commencement of House Examination, House Examination, Any Other.

Following faculty members attended the meeting:-

- Dr. Sapna Nanda (Principal & Chairperson)
- Dr.A.K.Srivastava (Dean)
- Dr. Mukhtiar Singh (Assistant professor)
- Dr.Anjali puri (Associate professor) & (PGD&C Incharge)
- Dr.Balwinder Kaur (Associate professor)& (M.Ed Incharge)
- Dr.Anurag Sankhian(Associate professor)&(B.Ed Incharge)
- Dr.Sanjeev Kumar (Examination Incharge)
- Dr.Sheojee Singh (Associate professor)
- Dr Kusum(Associate professor) ,(skill- in- Teaching incharge)
- Dr Upasana (Assistant professor)
- President NSS (Mr. Shivam Jha ,Mr. Pinku)
- President Cultural Society (Ms. Preeti)
- Class Representatives of M.Ed., B.Ed. and PGD Guidance &Counselling

Dean of the college, Dr. A.K Srivastava welcomed Principal Madam, Dr. Sapna Nanda, and other committee members. He then, presented the agendas before the committee for deliberation. Following decisions were taken after agenda-wise discussion and deliberation

1) Syllabus covered for House Exam

Dean Dr. A.K. Srivastava inquired from the class representative of M.Ed., B.Ed. and PGDG&C regarding the syllabus covered in theory & pedagogy classes. The representative reported that almost complete syllabus has been covered in all subjects. The committee members decided that 70% syllabus should be covered up for setting up the questions papers as house examinations act as an exercise for appearing in final examination.

2) House examination

Dr. Sapna Nanda Principal and Dr. A.K. Srivastava Dean told the class representatives that all students should appear in house exams and should not skip any exam. The students who are participating in Panjab University Skill – in – Teaching competitions shall be considered on duty and the respective examinations on the same dates shall be rescheduled for them. Principal reminded the class representative that if any student skips house examination he/she will not be considered for the college colour.

3) B.Ed semester IInd School Pre - Internship Programme: Dr. Kusum Skill in teaching in charge told the committee members that some of the students had shortage in Internship attendance in their respective schools The committee

resolved that defaulter students Preeti (56) and Apoorva (111) shall fulfill the required norms and complete their attendance and TG in charge should ensure this.

Anyother

- Class representatives of B.Ed. semester IV requested before the committee that student identity and details should not be revealed during filling their feedback form responses. The committee discussed the matter in detail and asked the students that a transparent mechanism of feedback is being followed in the college and students

should not be hesitant to provide critical opinions if they feel so. The committee members assured that students shall not face any sort of problem and faculty members accept the feedback in a positive manner. Furthermore the college follows a transparent Internal assessment mechanism and there is democratic setup where student participation is encouraged as most of the committees have students representatives as committee members.

- Dr. Kusum Skill-in-Teaching in charge informed the house that Zonal Skill-in-Teaching competitions are being held from 9 th April 2024 to 12 th April 2024. Students of B.Ed semester IV have been finalized for Zonal Skill-in-Teaching and teaching Aid preparation Competition in all pedagogies subjects. Teachers on duty for the same have also been informed.
- Class representatives of B.Ed requested that all question papers should be in Hindi and Punjabi medium. The committee members agreed and assured that the question paper will be both in Hindi and English.
- Students' representatives of B.Ed semester IV raised their concern regarding irregular classes during the first period of their time table. Committee took this matter into cognizance and assured that the concerned subject teachers will be enquired about the same and this problem shall not be faced in future. Meeting ended with Vote of thanks to the chair.

Signatures

- Dr. Sapna Nanda (Principal & Chairperson) *Sapna Nanda*
- Dr. A.K. Srivastava (Dean) *A.K. Srivastava*
- Dr. Mukhtiar Singh (Assistant professor) *Mukhtiar Singh*
- Dr. Anjali Puri (Associate professor) & (PGD&C Incharge) *Anjali Puri*
- Dr. Balwinder Kaur (Associate professor) & (M.Ed Incharge) *Balwinder Kaur*
- Dr. Anurag Sankhian (Associate professor) & (B.Ed Incharge) *Anurag Sankhian*
- Dr. Sanjeev Kumar (Examination Incharge) *Sanjeev Kumar*
- Dr. Sheojee Singh (Associate professor) *Sheojee Singh*
- Dr. Kusum (Associate professor), (skill-in-Teaching incharge) *Kusum*
- Dr. Upasana (Assistant professor) *Upasana*
- President NSS (Mr. Shivam Jha, Mr. Pinku) *Pinku*
- President Cultural Society (Ms. Preeti) *Absent*
- Class Representatives of M.Ed., B.Ed. and PGD Guidance & Counselling

1. *Anam* M.Ed (119)
2. *Shivam Jha* (Section B) (B.Ed IInd sem)
3. *Pinku* Sec. A IV B.Ed
4. *Somesh* Sec A IV B.Ed II
5. *Agadi* Section (A)
- 6.
- 7.
- 8.

A.K. Srivastava
Dean
4/4/24

Sapna Nanda
4/4/2024
Principal

Dated 10.04.2024

A meeting of Curriculum Enrichment Committee and Academic coordination and monitoring committee was held on 04.04.24 at 10.00 am in the Dean's office. The following actions were taken after intensive discussion and decisions taken in the meeting:

1- Syllabus covered before commencement of House Examination

The class representative reported that almost complete syllabus has been covered in all subjects and that they are preparing well for the house exams. The Chairperson and Dean requested the faculty members to atleast cover 70% syllabus for setting up the question papers for house examinations.

2- House examination

Dr. Sapna Nanda Principal and Dr. A.K. Srivastava, Dean instructed the class representatives that all students should appear in house exams and should not skip any exam. In case, any student is absent in house exam without any concrete and valid reason, disciplinary action will be taken against the student accordingly. Dr. Sanjeev, House examination incharge informed the committee that all preparations regarding house examination are done and taken care of.

3- B.Ed Semester IInd School Pre - Internship Programe: The defaulter students who had shortage in Internship attendance in their respective schools were informed to fulfill the required norms and complete their attendance. The TG in-charges of the students ensured it.

4-Any other

- As students requested not to reveal the their identity and details during filling their feedback form responses, the committee suggested that as it is a transparent process for growth of the teaching learning process so it should be taken in a positive manner by the faculty members and no student shall face any sort of problem irrespective of their feedback being positive or suggestive.
- The students who are participating in Zonal Skill-in-Teaching and teaching Aid preparation Competition in all pedagogies subjects shall be considered on duty and the respective examinations on the same dates shall be rescheduled for them.
- Regarding the availability of question papers in Hindi and Punjabi mediums, the committee members agreed and assured that the question paper will be both in Hindi and English.
- Regarding irregular classes during the first period of their time table sometimes. The time-table incharge communicated the same to the concerned subject teachers and assured the periods to be taken.


Dean 10/4/24


Principal

CC: - College Website
- College Record
- NAAC