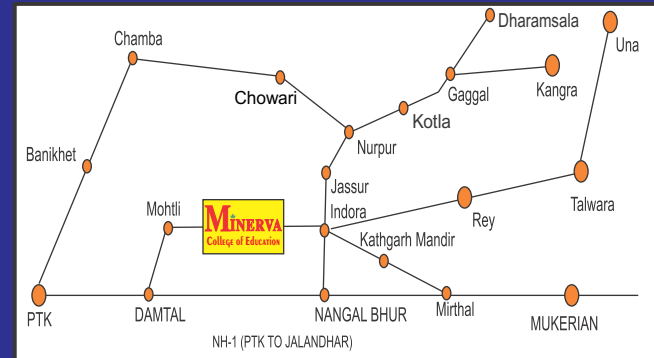




## ROAD MAP



- ➔ 14 km. from Pathankot
- ➔ 25 km. from Jassur
- ➔ 36 km. from Talwara
- ➔ 30 km. from Nurpur
- ➔ 105 km. from Kangra
- ➔ 98 km. from Dharamshala



MINERVA

# College of Education

*Committed To Quality Education*



### MCE CAREER ACCELERATION CENTRE

- H.P. TET Coaching
- C. TET
- NET 1st Paper
- Computer Basics
- Art & Craft
- Spoken English/Communication Skills
- Bank P.O.
- T.G.T. Commission (Arts, Science)



### FOR ENQUIRIES CONTACTS:-

Mob. : 98158-02178, 99155-57888, 98050-03371

Website:- <https://minervacollege.edu.in/>

**INDORA, KANGRA (H.P.)-176401**

Affiliated with Himachal Pradesh University, Shimla and recognized by NCTE and Govt of Himachal Pradesh

Vill Chaugrara, P.O. Bhapoo, Tehsil Indora, Distt. Kangra (H.P.)

**B.Ed.**

(2 Years Regular)

**PROSPECTUS  
2024-25**





# About College

Bachelor of Education (B.Ed.)



**Dr. G. K. Saxena**  
(Chief Mentor)



**Er. J. S. Patial**  
(Chairman)



**Mrs. Kamlesh Patial**  
(Vice Chairperson)



Minerva College of Education was established by “Maa Saraswati Educational Society” in the year 2008. Minerva College of Education is self financed, privately managed Institution for giving quality education to the pupil teacher. This Institution is approved by NCTE (National Council for Teacher Education), HP University and Government of Himachal Pradesh. Minerva College of Education Emphasize pursuit of high Idols namely Excellence in teaching learning, high achievement levels, all round development of personality, self reliance, innovation and introduction of new trends and technologies. Minerva College of Education has made an enviable reputation for providing cutting-edge and diverse learning experience in academic and co-academic skills through its commitment to innovative and student-friendly initiatives. Minerva College of Education has been providing the ever facilities to its students in all campuses like well developed infrastructure, modern library and labs, cafeteria, medical services, hostel comfortable buses etc. The college has always taken lead to provide progressive and quality teacher education by equipping pupils from rural background with all the necessary virtues and traits. The college has always remained committed to fulfill its social responsibility of producing value driven pupil teacher to meet the challenging demands of “21 century.

## OUR COURSES

<b>D.Pharmacy</b> 60 SEATS (2 YEARS)	<b>B.Pharmacy</b> 60 SEATS (4 YEARS)	<b>B.Pharmacy(LEET)</b> 6 SEATS (3 YEARS)	<b>B.Sc.Nursing</b> 60 SEATS (4 YEARS)
<b>GNM</b> 60 SEATS (3 YEARS)	<b>B.Ed.</b> 100 SEATS (2 YEARS)	<b>BCA</b> 40 SEATS (3 YEARS)	<b>PGDCA</b> 40 SEATS (1 YEAR)
<b>M.Sc.Botany</b> 30 SEATS (2 YEARS)	<b>M.Sc.Zoology</b> 30 SEATS (2 YEARS)	<b>B.Sc.</b> 60 SEATS (3 YEARS)	<b>B.A.</b> 60 SEATS (3 YEARS)
		<b>B.Com</b> 60 SEATS (3 YEARS)	<b>M.Sc.Chemistry</b> 30 SEATS (2 YEARS)



सर्वद्रव्येषु विद्यैव द्रव्यमाहुर्बुद्धिम् । अहार्यत्वादनर्हत्वादक्षयत्वाच्च सर्वदा ॥

विद्यां ददाति विनयं विनयाद् याति पात्रताम् । पात्रत्वात् धनमाप्नोति धनात् धर्मं ततःसुखम् ॥





Let me welcome you to our Fold!

As we welcome you, the future leaders and productive citizens of the world, I would like to stress on our mission statement of grooming young minds and hearts as the pillar of advancement of a nation and hope of the future.

Our institution was formed by a team of Service-oriented individuals with the aim to promote education and culture in all aspects in order to achieve and fulfil the mission statement that we believe in. As an established and a highly esteemed institution, we maintain an utmost academic standard, incorporated with the conduct of discipline, thereby achieving remarkable and excellent percentage of results. We firmly believe that education is the key to a nation's progress with this; we will take it as our bounded duty to provide the best academic training a student can possibly get.

The institution endeavours to comfort the students with all the necessary knowledge and skills to become truly successful in the chosen field. In whatever career a student may choose to take, hard work and discipline are the sure roads towards success. And as your educational institution, we will support students in achieving those golden ambitions and also ensure that their stay in the college is meaningful and fruitful as well.

Students, you are about to cross a bridge in your life because college education is a turning point itself. It is in your hands to make sure that bridge leads you towards success. The hard work of today is the triumph of the future. The time and effort you spend today are the deciding factors of your later years. As the chairman of this institution, I anticipate the full participation and cooperation of the students and parents to make it possible for us to transform those dreams to reality. And if there is any assistance that you might need, may it be personal or professional, I shall always be willing to hear from you.

I wish you all the best!

**Er. J. S. Patial**  
**Chairman**

**Minerva Group of Colleges, Indora**



## From Vice Chairperson's Desk

Bachelor of Education (B.Ed.)



“Teaching is more than imparting knowledge, it is inspiring change.  
Learning is more than absorbing facts, it is acquiring understanding.”

-William Arthur Ward

I welcome you all to Minerva College of Education. As you embark on your journey into a new phase of life, ready to explore your world and eager to chart out new territories, a nurturing, learner-centric progressive environment awaits you here. The College provides you a space to give wings to your dreams, and a liberating outlet to your thoughts, in its pursuit for realizing the ideals of empowerment of young minds.

With the extremely strong mentoring of our highly motivated teaching faculty and the backing of efficient support staff, we envisage that each of our students carves out a unique niche for himself in their chosen fields of interest. In so doing, they strive towards achieving ever higher standards of excellence not just in individual ventures, but also as change agents who work relentlessly for a better society.

I truly believe that quality education is an enabling process of growth and self discovery. It is not just a matter of acquiring knowledge but learning life skills to lead a way of life, suffused with strong values. With every success saga; academics, sports or community work, our desire for excellence grows by the day! At the same time, we make all efforts to remain sensitive to the needs of the marginalised. While each student success is an accomplishment for us, we also prepare them to take each stumbling block they face, as a learning ground for a more confident and a sure-footed future.

**Mrs Kamlesh Patial**  
Vice Chairperson  
Minerva Group of Colleges, Indora

## Educational Tour





# Press Coverage

Bachelor of Education (B.Ed.)

# From Principal's Desk

Bachelor of Education (B.Ed.)



Dear Students,

I, warmly welcome you for stepping in this College from the core of my heart. College is a preparation for life; life which is infinitely wider than work. In this vast arena of life, man has to wrestle with circumstances day in and day out.

We live in turbulent times. What we are now witnessing is the transition to a global society, the sphere of Education has also been influenced by the twin phenomenon of globalization and liberalization. To quote UNESCO, *"Education should provide the skill for learning to know, learning to live together, learning to do and living to be."* Thus Education is the primary agent of transformation towards sustainable development and increasing people's capacities to transform their vision of society into reality.

For such type of Education, Enlightened, Emancipated and Empowered teacher are required. The teacher facilitates Intellectual, Emotional, Moral and Social Development of the students and builds their character. The teacher plays an important role in the society and in the lives of the students. So, the teacher succeeds by being a highly useful member of the society. His usefulness sustains and recreates the higher values that a society must cherish in order to remain in the vanguard of progress.

Always remember the three R's i.e. Respect for self, Respect for others and Respect for your actions. If you follow the said path, you will always emerge victorious. Don't be cynical. Cynicism takes away Enthusiasm and builds a negative mind set. Move from apathy to action. To finish first, you must first finish. Leadership is an action, not a word. Build a climate of honesty, hard work and excellence. Students of this college must be known for their competence and conduct, this is my expectations from you all. You must be an ambassador of your culture and professional values above all teachings. Always keep in mind, "Teaching is like lightening a lamp, that lamp lit by a teacher may burn brighter than its source".

I, wish you all a happy professional and personal life.

**Dr. Prashant Sharma**  
Principal  
Minerva College of Education, Indora

विद्यां ददाति विनयं विनयाद् याति पात्रताम्। पात्रत्वात् धनमाप्नोति धनात् धर्मं ततःसुखम्।।

विद्यां ददाति विनयं विनयाद् याति पात्रताम्। पात्रत्वात् धनमाप्नोति धनात् धर्मं ततःसुखम्।।



# Our Mission & Vission

Bachelor of Education (B.Ed.)

# Press Coverage

Bachelor of Education (B.Ed.)

## Our Vision



- » Academic integrity and accountability.
- » Sincerity, dedication & team work.
- » Tolerance towards the views of others.
- » Intellectual excellence and creativity.
- » Unfettered spirit of exploration, rationality and enterprises.
- » Quality education and research.
- » Build the new generation of top quality.
- » Activities that promote good, democratic principles of freedom and justice.
- » Research-based technical knowledge & training

## Our Mission



- » To provide experience-based learning for multifaceted development.
- » To set standards for professional preparation of educational leaders.
- » To foster innovative and responsible integration of technology in teacher education.
- » To instill the Spirit of inquiry through research in teaching & teacher training.
- » To provide challenge and support for learning that are well suited to pupils' individual abilities and needs.
- » To develop young specialists with energetic and innovative minds, the sensation of knowledge and compassion for others, and the courage to act on their values.
- » To enable the students to live in harmony with oneself and with others in the profession, community and society at large

## Our Objectives



- » To evolve as a model institution for teachers education with global standards.
- » To turn out trained teachers of secondary and higher Secondary levels of education.
- » To arrange Congenial Classroom situation for effective teaching.
- » To develop professional responsibilities and performance of the teacher in the Indian context.
- » To build not an educated head but an educated heart.
- » To enhance the level of confidence of teachers in the classroom teaching.
- » To encourage the students in achieving the supreme goal of education.
- » To strive for excellence and quality assurance in teacher education.





# Rules & Regulations

Bachelor of Education (B.Ed.)

The college discipline committee is constituted to maintain discipline in the Premises. The committee is constituted to ensure that pupil teacher obey rules, remain orderly and peaceful in the pursuant of educational objectives/goals in the college campus. The core aim of Discipline Committee is to create a safe and motivating environment in our institution and to bring professionalism among pupil teacher by following best practices. In order to achieve this vision we had opt an optimistic approach to inculcate discipline among our pupil teacher. Discipline in Minerva College of Education is a kind of self discipline that can be inculcated among our pupil teachers by providing them constructive, ethical and conducive environment.

In order to maintain the decorum and order to develop the good work culture our pupil teacher are require to follow the given instruction:

1. The leave application must be recommended by the Parents/ Guardians. In any case class incharge reserved the right to deny the leave with appropriate reason.
2. Pupil teacher is allowed only one leave in a month. In normal circumstances more than one leave will be considered as absent.
3. Leave must be secured at least one day prior from the class incharge.
4. Pupil teachers are required to apply for leave in a prescribed format and in other case on emergency pupil teachers are require to submit the same with written application at the time of joining.
5. Leave on account of sickness must be accompanied by certificate from a government medical hospital/dispensary.
6. The class incharge can sanction one day leave and can recommended up to three days leave which is to be sanctioned by the Principal.
7. Every student is entitled for twenty four days casual leave during the course of two years. On compassionate ground leave for more than twenty four days may be sanctioned by the Principal on the recommendation of mentor.
8. Without any prior information continuous absence from morning assembly or a particular lecture/class for six days will results in cancelation of Admission.
9. Absentees In house examination and class tests will also be penalized.
10. All pupil teacher should wear their College uniform and carry his/her College ID-Card with him/her while in college campus as well as during teaching practice or educational tour.
11. Ragging is not only prohibited but is punishable and cognizable offence. Those found involved in ragging will be dealt strictly and if required will be restricted from the college. All the student are required to register their name and complete information on **UGC Anti Ragging online registration form** as directed by UGC/MHRD.
12. The whole of the campus is Smoking free zone/ Mobile free zone and in any uncongenial circumstances serious action will be initiated against the culprit.
13. Everyone has a responsibility in maintaining the campus neat & clean.
14. Visitors can meet the concerned only after getting the approval from the Principal, Visitors are not allowed to visit any classroom until they get permission from the Principal.
15. Hostellers will not enter in Hostel during college hours (except for lunch). In case of urgency they have to seek permission of concerned Tutor.
16. Lecture shortage will be notified from time to time for the benefit of pupil teacher to make up for the same in time. At later stage, lecture shortage will not be condoned at any cost.
17. The pupil teachers of the college are supposed to follow the rules. Any act of omission or commission shall be punishable by the college administration.

Any type of misbehave will not be accepted, defaulter will be punished and rusticated from the college.

# Why MCE

Bachelor of Education (B.Ed.)

Minerva college of Education is housed in its own magnificent and spacious building which includes a well furnished library cum reading room, resource centers. Lawns, parking space, hostels, visitor's room, common rooms, canteen, seminar hall, basket ball, volley ball badminton court an important part of the college setup. Minerva College of Education emphasis on the use of technology in teaching and learning in the form of SMART lab provides an edge to the pupil-teachers in this competitive world. We focus on interactive lectures, role playing, simulation and various types of games, home assignments and model, quizzes and simulating discussions to train our pupil-teachers. Guest talks, workshops and seminar on relevant theme by eminent scholars, consultants and academicians from renowned institution are organized to facilitate new learning, interactive seminar on education and life skills, personality development and practical training in the form of educational visit are organized to educational/ Historic places to enhance educational prudence.

- ❖ Guest lectures/Workshops/Seminars by eminent educationists.
- ❖ Educational Visits to National Science Centre, Book Fairs, etc.
- ❖ ICT based Education (Smart Boards, LCD Projectors, ICT Lab).
- ❖ Internship in reputed schools of Himachal Pradesh.
- ❖ Personal professional Guidance & counseling.
- ❖ Well Equipped Laboratories.
- ❖ Enriched Resource Centre.
- ❖ Provision for Anti-ragging committee, pupil teacher Grievance & Internal Compliance.

## Teaching Methodology:

Lecture cum Discussion  
Explanation & Narrations  
Seminars/Workshops  
Role Play

Collaborative & Cooperative Methods  
ICT Enabled  
Team Teaching  
Demonstrations



# Introduction

Bachelor of Education (B.Ed.)

# Faculty Profile

Bachelor of Education (B.Ed.)



“The Education is mainly considered as a process of human development.” All the Educational Institutions focus to impart knowledge to the pupil teacher for their harmonious development. Minerva College of Education is being started with this view that it will provide Quality Education to the pupil teacher so that they can prove their worth for the Prosperity of the Nation.

“Education is an Instrument of social change and social control.” This Institution will prepare pupil teacher as good citizens to bring desirable changes in the society. To give right and new direction in the field of Education, Minerva College of Education is being established by “Maa Saraswati Educational Society” in the year 2008. Minerva College of Education is a self financed privately managed Institution for giving education to the pupil teacher. This Institution is Approved by NCTE (National Council For Teacher Education), Govt. of Himachal Pradesh and is affiliated to H.P. University, Shimla.

We realize that education is a fundamental for the complete development of individuals. As a premier teaching institute, we endeavour to harness this inherent potential through meeting the growing needs of higher technical education. As we grow, we will expand into new technologies, methodologies, disciplines, resources and even attitudes. To achieve this Minerva College of Education will ensure the highest quality of faculty, resources and infrastructure. These will be structured with a focus on academic excellence and versatility in approach that will meet the even -increasing needs of the pupil teacher. Supporting this is the Institute's commitment to education. This will encourage and assure pupil teacher in their pursuit of knowledge. All this is a reflection of the Institutes responsibility to build a society that is vibrant and growing through knowledge sharing and enhancing.

## Course And Eligibility

### B.Ed. 2 Years Program

#### Eligibility

*Bachelor of Arts (B.A.) or Bachelor of Science (B.Sc.) or Bachelor of Commerce (B.Com), from the recognised Board/University with at least 50% marks. 45% marks for SC/ST/OBC (In Graduation)*



**Dr. Prashant Sharma**  
**Principal**  
MA, M.Ed., MBA  
NET in Education  
Ph. D. In Education  
Contact No:- 99155-57888



**Dr. Isha Sharma**  
**Assistant Professor**  
MA (English), M.Ed.  
Ph. D. In Education  
Contact No:- 9459644966



**Dr. Monika Devi**  
**Assistant Professor**  
MA, M.Ed.  
NET/JRF in Education  
Ph. D. In Education  
Contact No:- 70184-69234



**Neetu Mahajan**  
**Assistant Professor**  
MSc, M.Ed.  
NET/JRF in Education  
Ph. D. In Education  
Contact No:- 9418220993



**Mrs. Raksha Devi**  
**Lecturer**  
MA, M.Ed.  
Contact No:- 6280305176



**Mrs. Rama Kumari**  
**Lecturer**  
MA, M.Ed.  
Contact No:- 8219964558



**Mrs. Ranjna Devi**  
**Assistant Professor**  
MA Psychology, MA Philosophy,  
Net Jrf in Education, Phd in Education  
Contact No:- 7062392895



**Mr. Harinder Singh**  
**Lecturer**  
M.Sc M.Ed  
Contact No:- 9816738983



**Mrs. Jyoti Devi**  
**Lecturer**  
M.Phil. Education, M.Sc(Physics)  
SET (Education)  
Contact No:- 8988324933



**Mr. Jagdeep Singh**  
**Lecturer**  
M.Sc ,M.Ed NET  
Contact No:- 9464529492



**Dr. Reena Kumari**  
**Assistant professor**  
MA (Hindi), M.Ed Ph.D in Education  
Contact No:- 8005632091



**Dr. Mandeep Singh**  
Ph.D. M.A M.Ed.  
UGC NET(Education)  
Contact No:- 9464037967



## Library

Library is the soul of the institution and it acquires, processes, preserves and disseminates information to the user community with the motto of empowering knowledge. It has an extensive collection of books, reference materials for satisfying the academic and research needs of the students and faculty. The Library and Information Centre consists a Reference Section, Circulation Section, Periodical Section. The library has automated all its library activities to provide effective and wide range of academic resources such as books, journals, online databases. College has a rich library equipped with more than 13,500 books. The library is enriched regularly with latest editions of books, magazines, journals to enable students to get upto date information on varied topics.

## Hostel Facilities (Separate for Boys & Girls)

Separate Hostel facility for girls and boys is available in college campus. The hostel provides such an ambiance that the students get homely environment. The college provides proper housekeeping, telephone and other amenities as well. It has common room equipped with facilities like Television (with DTH facility), Indoor games like Carom Board, Chess, badminton etc. and a Gymnasium. Hostels are having 24 hrs. electric and water supply arrangement.

## Transportation Facility

Transportation facility has been arranged for the faculty, students and other staff at reasonable rates. College is providing bus facility from the areas such as Pathankot, Mohtli, Dah-Kulara, Nangal Bhur, Kandrori, Nurpur, Jassur, Talwara, Rey, Badhukhar, and Indora.

## Playground

All work and no play make Jack a dull boy. 'So for the all round development of the prospective teachers, MCE provides the facility of various ground activities where the students can play and enjoy themselves in their free time.

## Canteen

Canteen is the place where students interact with each other and enjoy the food and snacks. MCE also provide canteen facility in the college campus. It serves fresh and healthy food. It has good sitting capacity for the students.



## NEW SCHEME OF STUDY FOR B.Ed. COURSE

### First Semester

Sr. No.	Course code	Name of the course	Theory marks	Internal assessment	Total marks
1	Paper I	Childhood and Development Years	80	20	100
2	Paper II	Contemporary India and Education	80	20	100
3	Paper III	Language Across the curriculum	40	10	100
4	Paper IV	Understanding Disciplines and Subjects	40	10	50
5	Paper V	Text reading and Refections	40	10	50
		Total Marks in First Semester	280	70	350

### Second Semester

Sr. No.	Course code	Name of the course	Theory marks	Internal assessment	Total marks
1	Paper VI	Learning and Teaching	80	20	100
2	Paper VII	Assessment of learning	80	20	100
3	Paper VIII	Drama and Art in Education	40	10	50

Candidates are required to choose any two of the following subjects in second semester in accordance with the subjects studied at graduate level.

4	Paper IX-A	Pedagogy of school subject	(Part-1) Theory marks	Internal assessment	Total marks
	i)	Teaching of Physical science	40	10	50
	ii)	Teaching of Life Sciences	40	10	50
	iii)	Teaching of Mathematics	40	10	50
	iv)	Teaching of Social Sciences	40	10	50
	v)	Teaching of Commerce	40	10	50
	vi)	Teaching of English	40	10	50
	vii)	Teaching of Hindi	40	10	50
	viii)	Teaching of Sanskrit	40	10	50
	Paper X	Practice teaching(4 weeks duration) X Grading will be done on basis of report of the students (Four points letter Grades)			
		Total Marks in Second Semester	280	70	350



# Course Content

Bachelor of Education (B.Ed.)

# Our Achievers

Bachelor of Education (B.Ed.)

## Third Semester

Choose any two teaching subject in third semester which they have opted in the Second Semester

1	Paper IX-A	Pedagogy of school subject	(Part-1) Theory marks	Internal assessment marks	Total
	i)	Teaching of Physical science	40	10	50
	ii)	Teaching of Life Sciences	40	10	50
	iii)	Teaching of Mathematics	40	10	50
	iv)	Teaching of Social Sciences	40	10	50
	v)	Teaching of Commerce	40	10	50
	vi)	Teaching of English	40	10	50
	vii)	Teaching of Hindi	40	10	50
	viii)	Teaching of Sanskrit	40	10	50

School Internship/Practice Teaching

2	Paper XI- B	Skill in teaching (School subject -1)	125		
	Paper XI- B	Skill in teaching (School subject -2)	125		
		Total marks in B.Ed3rd sem(80 +250)	80	20	350

## Fourth Semester

Sr. No.	Course code	Name of course	Theory marks	IA	Total
1	Paper XII	Knowledge and Curriculum	80	20	100
2	Paper XIII	Gender ,School and Society	40	10	50
3	Paper XIV	Inclusive School	40	10	50
4	Paper XV	ICT in teaching learning process	40	10	50
5	Paper XVI	Understanding the self	40	10	50

Candidates are required to choose any one of the following optional subjects in Fourth Semester

6	Paper XVII	Health and Physical Education	40	10	50
7	Paper XVIII	Vocational and Work Education	40	10	50
8	Paper XIX	Education for Peace	40	10	50
9	Paper XX	Guidance and Counseling	40	10	50
		Total Marks in B.Ed. Fourth Semester	280	70	350
		Grand Total Marks in B.Ed.Course	1170	230	1400



**Roopanjli Pathania**  
1st Position (89.7%)  
(B.Ed.) 2018-20



**Shikha**  
2nd Position (81.7%)  
(B.Ed.) 2018-20



**Shaweta Bhardwaj**  
3rd Position (81.01%)  
(B.Ed.) 2018-20



**Pritika**  
1st Position (82.14%)  
(B.Ed.) 2019-21



**Minakshi**  
2nd Position (81%)  
(B.Ed.) 2019-21



**Hemlata**  
3rd Position (80.93%)  
(B.Ed.) 2019-21



**Neha Chandel**  
1st Position (79.1%)  
1st Sem (B.Ed.) 2020-22



**Nandita Parmar**  
2nd Position (78.2%)  
1st Sem (B.Ed.) 2020-22



**Suneeta Negi**  
3rd Position (78%)  
1st Sem (B.Ed.) 2020-22



**Pankaj Kumar**  
1st Position (81.93%)  
IInd Sem (B.Ed.) 2021-23



**Sheetal Sharma**  
2nd Position (80.86%)  
IInd Sem (B.Ed.) 2021-23



**Anamika**  
3rd Position (80.79%)  
IInd Sem (B.Ed.) 2021-23





## FEE & FUNDS FOR B.Ed. (SESSION 2024-25)

Sr. No.	Particular of the Item	Existing Fee Structure for two years B.Ed. Course			Revised Fee for two years B.Ed. Course		
		Total in Rupees	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	Total in Rupees	1 <sup>st</sup> Year	2 <sup>nd</sup> Year
I	<b>Tuition Fee</b>	<b>84000/-</b>	<b>42000/-</b>	<b>42000/-</b>	<b>100800/-</b>	<b>50400/-</b>	<b>50400/-</b>
II	<b>Annual Charges</b>						
1.	Admission Fee (in first year)	1100/-	1100/-	0	1100/-	1100/-	0
2.	Continuation Fee	140/-	0	140/-	140/-	0	140/-
3.	Building Fund	0	0	0	0	0	0
4.	Repair & Replacement of furniture and books	550/-	275/-	275/-	660/-	330/-	330/-
5.	House Examination	400/-	200/-	200/-	480/-	240/-	240/-
6.	Magazine Fund	80/-	40/-	40/-	400/-	200/-	200/-
7.	Identity Card	60/-	30/-	30/-	150/-	75/-	75/-
8.	Medical Fund	80/-	40/-	40/-	100/-	50/-	50/-
9.	Student aid fund	280/-	140/-	140/-	336/-	168/-	168/-
10.	Electricity and Water charges	160/-	80/-	80/-	192/-	96/-	96/-
11.	College Badge	60/-	60/-	0	72/-	72/-	0
12.	Society Fund	60/-	30/-	30/-	150/-	75/-	75/-
13.	Sports Fee	120/-	60/-	60/-	200/-	100/-	100/-
14.	Culture Activities Fund	120/-	60/-	60/-	200/-	100/-	100/-
<b>Total Component II</b>		<b>3210/-</b>	<b>2115/-</b>	<b>1095/-</b>	<b>4180/-</b>	<b>2606/-</b>	<b>1574/-</b>

Sr. No.	Particular	Per Month w.e.f. 2019-20 for two years course	Existing Fee Structure for two years B.Ed. Course			Per Month w.e.f. 2024-25 for two years course	Revised Fee for two years B.Ed. Course		
			Total for 24 Months	1 <sup>st</sup> Year	2 <sup>nd</sup> Year		Total for 24 Months	1 <sup>st</sup> Year	2 <sup>nd</sup> Year
III	<b>Monthly Charges</b>								
1.	Amalgamated Fund	90/- X 24	2160/-	1080/-	1080/-	108/- X 24	2592/-	1296/-	1296/-
2.	Lib. & Reading Room Fee	60/- X 24	1440/-	720/-	720/-	72/- X 24	1728/-	864/-	864/-
3.	Practical for Science and Other subjects	75/- X 24	1800/-	900/-	900/-	90/- X 24	2160/-	1080/-	1080/-
4.	Other Students Activities	75/- X 24	1800/-	900/-	900/-	90/- X 24	2160/-	1080/-	1080/-
5.	Computer Fee	150/- X 24	3600/-	1800/-	1800/-	180/- X 24	4320/-	2160/-	2160/-
<b>Total Component III</b>		<b>450/- X 24</b>	<b>10800/-</b>	<b>5400/-</b>	<b>5400/-</b>	<b>540/- X 24</b>	<b>12960/-</b>	<b>6480/-</b>	<b>6480/-</b>
<b>Grand Total (I, II &amp; III) (in Rupees)</b>			<b>98010/-</b>	<b>49515/-</b>	<b>48495/-</b>		<b>117940/-</b>	<b>59486/-</b>	<b>58453/-</b>
IV	Library Security Refundable after the Session	Rs. 1000/- (One time for the B.Ed. Course)							
V	University Charges	The Levy charges @Rs. 7% on tuition fee will be charged by the HPU as per existing Rules of HPU Examination Fee 0 1400 per semester							

**Note:** Full Annual fee has to be paid within a month after admission, otherwise late fee fine @Rs 100 per day will be charged upto one month and afterwards Principal/Admission Committee may ask to leave college. There is 5-10% hike in hostel fee every year. Second year fee would be charged as per the University norms.



**Psychology Laboratory**

The Psychology Lab at Minerva College of Education is dedicated to the discovery of knowledge about human behaviours, beliefs, and emotions. Role of Psychology Lab is important in Education Colleges. Our institution has established a well-furnished Educational Psychology Lab equipped with the latest standardized verbal as well as non-verbal test and also the required apparatus according to the need of two year B.Ed. Teaching Training Program. Pupil teachers are given practical sessions to familiarize themselves with various psychological tests and obtain practical skills in their administration, scoring and interpretation.

**The main Purposes/Objectives of this psychology laboratory:**

- To acquaint the prospective teachers with various tools for measurement of relevant dimensions of performance (Achievement, Intelligence, Attitude, Aptitude, Interest, Motivation, Personality etc.).
- To enable the B.Ed. Pupil Teachers to understand the way of conducting psychological experiments.
- To develop the skills for administering and interpreting various tests.
- To give practical experiences to B.Ed. Pupil teachers in regards to some of the psychological concepts and principles.
- To enable the B.Ed. Pupil Teachers to apply scientific method for the solution of Psychological problems in psychological laboratory.
- To apply the concepts of various psychological experiments and tests during research work.

**ACTIVITIES**

Achievement Test Construction, Personality inventories interpret, Verbal association Test, Social Survey, Aids Awareness, Memory Test, Mirror Drawing Test

**Curriculum Laboratory**

The college has well equipped curriculum laboratory. A collaborative panel of both faculty and pupil teacher worked toward the goal of creating a lab that would meet the needs of the College as required by NCTE in New Norms. Curriculum Lab comprises of combined Science, Mathematics and social science resources with necessary equipments pertaining to all the branches of school disciplines. This resource centre is equipped with all the materials required to conduct experiments in the subjects of physics, chemistry and biology at school level. Curriculum Lab has all the necessary materials to help the pupil teacher to acquire skills of computation, drawing geographical figures and graphs. Curriculum Lab has comprises Globes, Physical and political maps, working models and charts on various topics. Various models and charts on different topics of all the school subjects are also available in curriculum resource centre for students to have hands on experiences.

**OBJECTIVES**

1. Develop the understanding of procedural knowledge.
2. Develop the ability to explain the processes and applications related to science subjects.
3. Develop an ability to handle the apparatus carefully, and use the resources wisely.
4. Develop interest and motivation through laboratory which will lead to development of confidence.
5. Apply skills and knowledge in real life situations.
6. Develop scientific understanding of the physical world.
7. Develop ability to work together.
8. Developmental and motor abilities.

**ACTIVITIES**

Arousing interest and enhance learning. Cultivating favourable attitudes towards mathematics. Enriching and varying instructions. Encouraging and developing creative problems solving ability. Allowing for individual differences in manner and speed at which students learn. Inculcating skills among students to see the origin of mathematical ideas and participating in “mathematics in the making”.



**Mr. Pawan Singh  
(President)**

“Achievements, Opportunities and Positivity that is what I gained from Minerva College of Education. MCE gave me that confidence that I will admire forever. Inspiring words of teachers and disciplined environment helps me to become a more mature and responsible person. SCE is that platform where your hidden talent is nurtured perfectly. I am very sure my future teachers that the time you will spent in this college will step you towards an enriching career and fruitful experiences of life. I am truly grateful to all my faculty members for their guidance and motivation at every step.”

“MCE is one of the best colleges in Himachal Pradesh. MCE possesses well qualified, dynamic and loving staff which certainly is the backbone of our college. Experience at MCE was undoubtedly the one that I will never regret. It was one of the best decisions of my life to be a part of MCE family. Internship opportunities and placement facility are also provided here in well renowned schools. Working efficiently with quality results under pressure is what I have learnt here. MCE has given me a chance to sharpen my skills in the field of Education. I will always be grateful to Minerva College of Education.”



**Mr. Pramesh Kumar  
(Vice-President)**



**Mr. Sachin Sharma  
(Secretary)**

“Since ages, teaching has been considered as the noblest profession. This is because, teachers make the future generations. MCE is an institution where such noble teachers are made. The faculty is experienced and warm towards the pupil teachers. Curriculum transaction is done by giving firsthand experience. It also provides of school placement, which helps in getting recruitment effectively. I had been really blessed to be a part of such a reputable and devoted temple of knowledge.”

“It is my pleasure to record the wonderful years I spent in the premises of Minerva College of Education. While pursuing the course, I cherished the feeling of studying at an Institute, which focused on career enhancement along with overall skill development with a seamless mix of academics and extracurricular activities. The teachers are dedicated experts in their respective subjects and are talented, committed and genuinely caring. I would always be grateful to Minerva College of Education for giving me multidimensional learning by providing the apt mix of academics, field exposure, attitude and leadership”



**Ms. Kavita  
(General Secretary)**



# Events & Celebrations

Bachelor of Education (B.Ed.)



# Resources at Minerva

Bachelor of Education (B.Ed.)

## Language Laboratory

The Language Lab at Minerva College of Education has been set up to improve Spoken Language skill of the pupil teachers. It focuses on training pupil teachers in pronunciation, group discussions, extempore and drills. Language labs classes are one of the prominent features of personality development programme. MCE is well equipped with Language lab with a capacity of 25 students. It offers the instructor an opportunity to not only teach efficiently but also monitor the progress of each student individually. For the learner, it offers an interactive learning experience as well as the opportunity to self evaluate his/her progress.



## OBJECTIVES

- Develop communication skills in pupil-teacher.
- Facilitate teachers with real-time monitoring.
- Build confidence in learners.
- Help to improve pronunciation.
- Helps in grooming overall personality.
- Effective way of learning any language.
- Removes the fear and hesitation of students.

## ACTIVITIES

Live Activities, Teacher or Model Student Presentation, Pairing & Grouping (with recording), Live testing (with recording), Student monitoring, Launch a self-access activity in class.

## ICT Laboratory

The ICT Lab at Minerva College of Education is well equipped computer laboratory accessible to the pupil-teacher during the college hours with advanced infrastructure in terms of hardware and software to cater to the requirements of the pupil teacher, teachers and the curriculum. The campus is Wi-Fi enabled. Unique login IDs have been issued to students and the faculty for access. It has a full-time system administrator. Students make effective use of ICT lab in planning their lessons and nurture technical skills



## ICT LABORATORY RULES

- Access to the internet will be available only under the supervision of teaching faculty.
- Pupil-teachers should refrain themselves from logging on to social sites. Defaulters will have to pay a fine of Rs. 100.
- Those who are found guilty of logging on to banned sites will be charged/ imposed with a fine of Rs. 500. Also strict action will be taken against them.

## ACTIVITIES

Schedule practical session on MS-Word.  
Schedule practical session on MS-Excel.  
Schedule practical session on Microsoft Office Power Point.



**Academic Council**

Academic council is one of the core departments and constituted with a vision to accelerate the teaching learning process to gain qualitative learning outcomes. Academic council at Minerva strive to make the academic journey of our pupil teachers more prolific. The council aim to acquaint and equip our pupil teachers with latest traditions and pedagogies which help them to cater the need of society in regular transformational settings. The council looks towards teaching training with difference and it lays strong emphasis on rigorous training imbued with ethics and latest technologies. Academic council carries out various activities which includes:

Curriculum Transaction

Guest lecture

Faculty Development Program (External and Internal)

Student Seminar

Time Table

Subject/Paper Based Activities

School Visit

Micro Teaching

Simulated Teaching

Macro Teaching

**Objectives of Academic Council at Minerva**

1. To coordinate all the academic activities and course based activities in two year teaching training program.
2. Curriculum transaction.
3. To enhance the knowledge of the faculty according to syllabus and according to need of the pupil teacher.
4. To conduct student awareness programs and pupil teacher seminar related to core subjects.
5. Time table development and implementation.
6. To promote I.C.T. teaching and learning process.
7. To give importance to value and skill based teacher training.
8. To acquaint pupil teacher with recent approaches of lesson planning and subject pedagogies.
9. To schedule and organize teaching internship within the regular classroom and in real classroom setting.

**Pupil teacher Obligation towards Academic Council**

1. Pupil teachers are required to participate in the teaching learning process on regular basis for the purpose of qualitative curriculum transaction.
2. Academic council will organize the various guest lecture, educational talk etc. by the eminent scholars for the pupil teacher. So in this context all the pupil teacher are required to attend the same for the betterment of their teaching learning process and connect with the recent trends and technologies
3. All the Pupil teachers will be required to deliver two ICT based presentation in every semester.
4. Pupil teacher are required to complete their paper based activities and submit it to concerned teachers before the commencement of final examination of semester.
5. All the pupil teachers are directed to complete their Micro teaching file and submit it to their concerned tutor before the commencement of second semester examination.
6. All the pupil teachers are directed to complete their simulated teaching file and submit it to their concerned tutor before the commencement of second semester examination.
7. All the pupil teachers are directed to complete their one month internship file and submit it to their concerned tutor before the commencement of second semester examination.
8. All the pupil teachers are directed to complete their Macro teaching file and submit it to their concerned tutor before the commencement of third semester examination. Pupil teacher will not be allowed the sit in the examination before completing above said assignment.
9. All the pupil teachers are required to submit their School visit report within one week after visiting the school.

**Teachers Obligation towards Academic Council**

1. All the faculty members are required to complete their syllabus within given time for the smooth commencement of the Academic process.
2. All the faculty members are requested to attend all the guest lectures, faculty development programs, workshops and educational talks so that we can enhance our knowledge and competence as per the need of recent trends in teacher education.
3. All the faculty members are directed to complete their assignments on given time for the better functioning of teaching learning process.



**Dr. Ranjna Devi**  
(Academic Counsellor)

Events and Celebrations for the pupil teacher reflect that the college's atmosphere, teacher trainees and teachers alike consider college events important in many ways. MCE hosts events which break the routine and where teacher trainees can meet Professionals from the field of education. At MCE we ensure that each day is cherished and celebrated with glory and grace. To make each day memorable celebrations do not halt at Minerva and that makes our pupil teacher versatile and equipped with all the skills required. At MCE, encouragement for pupil teacher' participation is maximum for their multidimensional development, National and State level platforms are provided for different fields like National Seminar and Workshops, Sports, Quiz Competition, Campaigns, Social-Surveys, Nukaad- Natak, Skit/Street Play. Annual Function of Minerva is the most awaited grand event of the year; in which pupil teacher get full opportunity to participate various competitions like Sports, Stall management, Dance shows, Exhibition Organization under the supervision of the faculty members with colorful and beautiful performance. In MCE various educational trips and excursions are planned every year. The celebrations conducted during the sessions are listed follow:





# Internship in Teaching

Bachelor of Education (B.Ed.)

We are really grateful of the highly prestigious schools of Himachal Pradesh for providing our pupil teacher a wonderful opportunity of learning through collaborative, constructive and cooperative techniques of Teaching. MCE pupil teacher gain marvelous experience of advanced and innovative approaches of Teaching Learning process in various Prestigious Schools of Himachal Pradesh during their School Internship and Teaching Practice program.

## Guidelines Related School Internship and Teaching Practice Program:

### School Internship / Practice Teaching

The school internship of one month (4 weeks) duration will be held in second semester. These four weeks shall include an initial phase of one week meant for orientation of student-teachers about the school, its management and organizational structure, functioning and organization of co-curricular activities. The second week of practice teaching will include study of maintenance of various school records (eg. CCE records, admission-withdrawal registers, attendance records, stock registers etc.). The pupil-teachers will prepare separate reports on school management, its functioning and maintenance of different records by the school authorities. The third and fourth weeks will include observations of class room teaching of senior teachers of the school. The candidates will write twenty observation lessons (10 in each teaching subject) and get them verified from the concerned senior teacher/teacher educators.

During the **Third semester** of the course, the practice teaching shall be of **four months (16 weeks)** duration. During these sixteen weeks, the candidates are required to deliver **100 lessons (50 in each teaching subject)** under the supervision of the teacher educator of the institution concerned in which the student is studying. In addition, the student-teachers are required to observe **60 lessons (30 in each teaching subject)** of their peer.



## MICRO/MACRO TEACHING LESSON AND SIMULATED TEACHING LESSONS

**1. Micro Teaching Lessons (During 2nd Sem. Only)**  
**Number of Lessons - 20 (Four per Teaching Skill)**  
**Two Micro Lesson in each Teaching Subject per Teaching Skill**

**2. Simulated Teaching Lessons (in the Beginning of Subject 3rd Semester)**  
**Number of Lessons - 20**  
**10 Lessons per Teaching Subject**

**3. Macro Teaching (in 3<sup>rd</sup> Semester)**  
**Practice Teaching in School for: 4 Month or 16 Weeks**  
**Pupil Teacher will prepare and deliver:**  
(a) **50 Macro Lessons in each Teaching Subject (Total=100)**  
(b) **30 Observation Lessons in each Teaching Subject (Total=60)**  
(c) **For final Teaching Practice the Candidate must prepare two lessons one related to each of the teaching subject.**  
(d) **Students will produce three hand written copies of final lesson plans in each teaching subjects at the time of final teaching Practice examination.**



# Resources at Minerva

Bachelor of Education (B.Ed.)

## Examination Cell

I am feeling proud and privileged while introducing you our examination and assessment mechanism developed at Minerva College of Education. Here at Minerva, our philosophy of examination not only believe in grading or ranking system as a result of assessment and evaluation but aims to nurture the talent and intelligence by finding gaps in teaching - learning outcomes. Here we carry out different practices in order to develop recent theoretical and pedagogical skills among our pupil teachers. Keeping in view the basic tenets of two-year teacher training program (B.Ed.) and needs of the constant dynamic academic world our aim is to help our pupil teachers to find out the learning gaps by developing an objective examination system which is truly valid and reliable. Examination process at Minerva is followed by the diagnostic and remedial measures that tends to help our pupil teachers to bring desirable changes which is needful to adapt in the world of academics and dynamic educational structure. We believe that the real success of any examination system depends on the fact that to what extent an individual inculcates industriousness in the given profession. The Examination cell is an apex body of the Institute which is headed by the Controller of Examination and Coordinator and by the teaching faculty of the college.

### Focus of Examination Cell:

1. To Evaluate that the Ultimate Objective of Teacher Training Program has been achieved or not.
2. To find out the Learning Gaps Based on Diagnostic and Remedial Measures.
3. Nurture the Talent and Pedagogical Skills among the Pupil Teachers.
4. Identification of Potential and Positioning of our Pupil Teachers at their Right Place.
5. Development of Reliable Examination Mechanism based on Objectivity.
6. Inculcation of Desired Skill Set Relevant to the Teaching Profession.
7. Skill Development on Strong Theoretical Basis.
8. To Motivate our Pupil-Teachers in Developing Academic and Professional Excellence.

### The Mechanism

Examination cell at Minerva college of education performs in the light of guidelines and regulation laid down by regulatory and affiliating bodies. After systemic and rigorous training based on theoretical and practical framework a Pupil Teacher is required fulfil the minimum eligibility criteria in order to get maximum grades and to appear in end term examinations. Here at Minerva, we are following the mixed methodology of continuous (Formative) and comprehensive (Summative) evaluation which includes the following activities in sequence

1. Weekly Test (Subject Based Assessment).
2. House examination (Twice in a Semester – Course Based Assessment).
3. Viva- Voce (Once in a Semester – Theory Based Assessment).
4. End Term Examination (Once in a Semester – Skill & Theory Based Assessment).

### Rules and Regulations

1. Student must clear all the dues for the session and return all the library books prior to the commencement of examination.
2. The right to participate in end term examinations is reserved only for those students who have secured 75% attendance in theory and 85% in practical classes.
3. The Pupil Teachers who have not appeared in House Examination will not be allowed to appear in end term examinations.
4. The students who fail to secure minimum House examinations will not be entitled for final examination. However, pupil teacher can apply for on demand examination any time to achieve the desired scores or to find out the learning gaps.
5. All the Pupil Teachers are required to complete the minimum hours / working days as prescribed by NCTE during first and second phase school internship and practice teaching sessions. In any other case pupil teacher will not be allowed to appear in final examination for skill in teaching.
6. Awards of internal assessment will be calculated on the grading scale developed by examination cell based on the performance in Weekly Tests, House Tests and Viva – Voce.



**Dr. Isha Sharma**  
(Controller of Examination)



**CCA Committee**

CCA Committee at Minerva College of Education organise various co-curricular activities for holistic development of pupil teachers. Co-curricular activities are an integral part of curriculum which provides educational activities to the pupil teacher and thereby help in broadening their experiences. Co-curricular activities can be defined as the activities that enhance and enrich the regular curriculum during the normal school hours. All co-curricular activities are organized with specific purpose which varies according to the nature and form of such activities. Co-curricular activities carry out various activities during two years teacher training program which includes-

Inaugural Function	Sawacch Bharat Abhiyan
Talent Hunt	Environment Day
Freshers Party	Teacher's Day Celebration
Lohri Celebration	Rakhi Celebration
Holi Celebration	Diwali Celebration
Annual Function	Children Day Celebration
Independance Day Celebration	Christmas Day

**Objectives of Co-curricular Activities at Minerva**

1. Activity should be organized under the supervision of teachers who are experts.
2. As far as possible activities should be less expensive and feasible.
3. Every student should be given equal opportunity to participate.
4. In each activity the role of the teacher should be that of a facilitator.
5. Each activity should be evaluated and detailed records should be maintained.
6. To schedule all the co-curricular activities and course based activities in two years teaching training program.
7. Co-curricular transaction.
8. Established to let the pupil teacher demonstrate their diversified talents in extra-curricular activities too.
9. For the overall development of pupil teacher.
10. To develop well managerial, academic and leadership qualities among pupil teachers.
11. Conduct all the events right from the Orientation program, the farewell program, Verve carnival, Expression 2019, Alumni meets etc.

**Pupil teacher Obligation towards Co-Curricular Activities**

1. Pupil teachers are required to participate in the teaching learning process on compulsory basis for qualitative co-curricular transaction.
2. Co-curricular activities will organize the various cultural activities, social activities, devotional activities and spiritual activities etc. by the eminent scholars for our pupil teacher.
3. Pupil teacher participating in co-curricular activities learn effective time management.
4. Pupil teacher also become proactive and active problem-solver.
5. Participation in co-curricular activities develops a sense of commitment among the pupil teacher.
6. This also adds to their leadership skills.
7. Co-curricular activities offer a plethora of possibilities for pupil teacher wanting to develop various interests.

**Teachers Obligation towards Co-curricular Activities**

1. The teacher must be a good planner so that different activities could be carried out systematically throughout the year.
2. It should be the duty of the teacher to give more and more opportunity to the child while performing co-curricular activities.



**Mrs. Jyoti Devi**  
(Co-ordinator)

**Anti-Ragging Committee**

Following committee is formed in the college to prevent ragging and to take all necessary precautions and steps to prevent the ragging. The committee should bring to the notice of the all pupil teacher the recent Anti Ragging Law framed by the Government, making it punishable offence under IPC Clause (3) of Article 348 of Ragging Act 1999.

Team Member	Designation	Contact No.
Er. J.S Patial	Chairman	98158-02173
Mr. Mandeep Singh	Assistant Professor	94640-35967
Police Inspector, Police Station, Indora	Inspector	01893- 241225
Dr. Prashant Sharma	Principal	99155-57888
Dr. Isha Sharma	Assistant Professor	94596-44966

**SC/ST Cell**

The Schedule Caste (SC) and Schedule Tribe (ST) Cell in college promotes the special interests of teacher trainees in the reserved category. The purpose of this Cell is to implement the reservation policy with regard to the admission of pupil teacher and the recruitment of teaching and non-teaching staff at various levels.

Team Member	Designation	Contact No.
Er. J.S Patial	Chairman	98158-02173
Mr. Jagdeep Singh	Assistant Professor	94645-25492
Dr. Prashant Sharma	Principal	99155-57888
Mrs. Ranjana Devi	Assistant Professor	70625-92895

**Women Grievances Cell**

Women Grievances cell is meant to safe guard and promote well being of all women employees of the organization. It takes care of all complaints on sexual harassment of women at workplace and action taken for redressal of complaints.

Team Member	Designation	Contact No.
Mr. Jagdeep Singh	Assistant Professor	94645-29492
Mrs. Kamlesh Patial	Vice-Chairman	98158-02178
Dr. Prashant Sharma	Principal	99155-57888
Dr. Monika Devi	Assistant Professor	70184-69234

**Women Empowerment Cell**

The pupil teacher Grievances cell aims to look into the complaints lodged by any student and redress it as per requirement. Cell aims at solving the grievances of the pupil teacher within stipulated academic and non-academic matter within the campus through the online and grievance/suggestion box.

Team Member	Designation	Contact No.
Er. J.S Patial	Chairman	98158-02173
Mrs. Kamlesh Patial	Vice-Chairman	98158-02178
Dr. Prashant Sharma	Principal	99155-57888
Mrs. Rama Kumari	Assistant Professor	82199-64558
Mrs. Reena	Assistant Professor	80056-32091



## Red Ribbon Club

In the capacity of Nodal Officer, *RED RIBBON CLUB* at Minerva College of EDUCATION. I personally greet and welcome all my pupil teachers, faculty members, stakeholders and community members to contribute in the noble cause. As we all know RED RIBBON CLUB is an initiative started by government of India to enlighten the mind and spirit of young generation regarding dogmatic and stereotype towards HIV, Tuberculosis and Hepatitis-B etc.

Red Ribbon Club at Minerva College of Education was formed in 2008 with a perspective to deliver best services and awareness. Red ribbon club at Minerva is holding the motto of “Prevention is better than cure”. We are still trying to provide a platform to our pupil teacher where knowledge and skills are nurtured by following best practices.

### VISION

*Red Ribbon Club* at Minerva aims to deliver values against the social stigmas and discrimination concerned with HIV, Tuberculosis, Hepatitis-B and environment collectively through community participation. To install an empathetic mind with sense of social service among all the pupil teachers to extend their services for developing healthy life styles, create awareness and to induce the spirit to help and support among masses.

### OBJECTIVES

- To spread awareness about diseases like HIV, Tuberculosis, Hepatitis-B etc.
- Train and Educate pupil teachers with correct, concise and adequate information.
- Strengthen the level of awareness among people.
- Enable pupil teachers to identify and understand situations of exploitation and abuse.
- To reduce the stigma and discrimination in the society.
- Create and train pupil teachers for spreading awareness and its preventions.
- To motivate pupil teachers and build their capacity and change agents by developing their skills on leadership, negotiation and team building.
- To train our pupil teachers to adopt preventive health habits and lifestyles.



**Nancy Guleria**  
(Co-ordinator)



# Guidance and Counselling Cell

The Guidance and Counselling Cell at **Manerva College of Education** is a dedicated unit established to support the holistic development of students. Recognizing the multifaceted challenges that students face, the cell aims to provide comprehensive assistance in academic, personal, and career-related aspects.

## Objectives

The primary objectives of the Guidance and Counselling Cell are:

1. **Academic Support:** To assist students in overcoming academic difficulties and enhancing their learning skills.
2. **Personal Development:** To offer a safe and confidential environment for students to discuss personal issues, thereby promoting mental well-being.
3. **Career Guidance:** To provide information and resources to help students make informed decisions about their career paths.
4. **Skill Development:** To conduct workshops and training sessions that equip students with essential life and employability skills.
5. **Crisis Intervention:** To offer immediate support and intervention in times of crisis or distress.

## Purpose

The purpose of the Guidance and Counselling Cell is to create a supportive and nurturing environment that encourages students to reach their full potential. By addressing the diverse needs of the student body, the cell aims to:

- Foster a sense of belonging and community within the college.
- Help students navigate their educational journey with confidence and clarity.
- Equip students with the tools and strategies needed to manage stress and maintain a healthy work-life balance.
- Guide students in identifying and pursuing their personal and professional goals.

## Achievements

The Guidance and Counselling Cell has made significant strides in enhancing student well-being and success. Some notable achievements include:

- **Increased Retention Rates:** By providing timely academic and emotional support, the cell has contributed to higher student retention and reduced dropout rates.
- **Successful Career Placements:** Through targeted career guidance and resume-building workshops, many students have secured positions in reputable organizations.
- **Enhanced Student Engagement:** The cell's initiatives have led to greater student participation in extracurricular activities, fostering a well-rounded college experience.
- **Mental Health Awareness:** Regular seminars and campaigns have raised awareness about mental health issues, reducing stigma and encouraging students to seek help when needed.
- **Positive Feedback:** Surveys and feedback from students have highlighted the effectiveness and impact of the cell's services, reinforcing its importance within the college community.

the Guidance and Counselling Cell at **Manerva College of Education** plays a pivotal role in supporting the academic and personal development of students, ensuring they are well-equipped to face future challenges and opportunities.



## Women Empowerment Cell

The cell aims to empower girl students and faculty to enhance their understanding of issues related to women and to make the college campus a safe place for girls and women and to address the practical issues related to the welfare and equal opportunities for women faculty, staff and students. A cell has been made to help sensitize students towards the various problems faced by women and other gender-based issues. MCE empowers women to face the present challenges by providing tools and techniques that helps to eliminate individual stress.

“If you are positive, you'll see opportunities instead of obstacles.”

Women empowerment cell is active in the Minerva College of Education since 2021. The cell was established with the motto of 'Empowering Women'. This cell has also been named as 'शक्तिवाहिनी'.

### VISION

- To create awareness among girls about their health and hygiene.
- To make them aware about their rights and duties.

### OBJECTIVES

- Empowering women for development as well as for prosperity.
- Improving women's participation in higher education, technical education and vocational courses.
- Equal access to women in decision making and equal participation in all the social, economics & political spheres.



Deeksha  
(Co-ordinator)

## Road Master Club

The Road Master Club at Minerva College of Education was established with the Moto to “*Educate, Enlighten and Empower the society as to live long users of road*”. The main objective of Road Master Club is to improve their knowledge and skills to reduce the road accidents. We feel that in the present scenario it is the need of the hour to constitute this club with the help of our pupil teachers to educate people by imparting them skill and knowledge about road safety measures and manuals.

### VISION

- Reduce the Road Accidents in our community
- To improve knowledge and skills regarding road safety measures.

### MISSION

To create awareness among Teaching Staff, Non-Teaching Staff, Pupil Teacher and all community members about road safety and change their behaviour on roads. We believe “Together we can save numbers of Lives”.

### OBJECTIVES

1. To create awareness among school and college pupil teacher about road safety measures.
2. To educate road users about traffic rules, traffic regulations and other road safety tips.
3. To develop skills among the Pupil teachers to train the community about road safety measures.
4. To carry out all required activities for ensuring road safety of all the users of the road.
5. Mediate and assist local government/administration in implementing road safety measures and programs.
6. To motivate to follow the rules sincerely.



Shweta  
(Co-ordinator)

## ECO Club

“If just person shiner other will follow in line”.

Eco club is a group which works to improve environmental condition. It plays an important role in creating environment awareness among the future generation. Eco club offers activities to encourage others to reduce pollution, grow plants and more. In our college we have an eco club which organize many activities to increase awareness about environment. Eco club in college will empower pupil teachers to participate and take up meaningful environmental activities and projects. It is a forum through pupil teachers can reach out to influence, engage their parents and neighborhood communities to promote sound environmental behavior.

### ACTIVITIES

- Public awareness activities.
- Rallies (Ban single use of plastics save water & save earth)
- Quiz competition
- Essay on (energy saving, save single drop of water, save electricity , save fuel)
- Waste management activity (Revised Recycle Reduce)
- Plantation
- Seminar

### OBJECTIVES OF ECO CLUB

- Eco club promotes the participation of students in learning and improving their environment.
- Eco Club is a wonderful opportunity to create awareness built attitude and help students to develop a habit to reduce, reuse & Recycle.
- A green club can help to extend boundaries & scope of the formal educational system to encourage creativity & improving students for constructive action.
- Build attitudes to help individuals & social groups to acquire a set of values & feelings of concern for the environment.
- Teach skills to help individuals and social groups to identify & solve environment problems.



Kavita  
(Co-ordinator)

