

IQAC ANNUAL DEPARTMENTAL REPORT

Report for the Department of Elementary Education Year 2024-25

(Information should be compiled for the period starting from 1st July 2021 to 30th June 2022)

Name of the Teacher In-Charge of the Department: _____

PART A

1. List of courses (subjects) offered across the department during the year

Program code	Program Name	Course code	Course Name	Year of introduction
363	B.El.Ed.	F1.1	Child development	1994-95
363	B.El.Ed.	F1.2	Contemporary India	1994-95
363	B.El.Ed.	C1.1	Nature of Language	1994-95
363	B.El.Ed.	C1.2	Core Mathematics	1994-95
363	B.El.Ed.	C1.3	Core Natural Science	1994-95
363	B.El.Ed.	C1.4	Core Social Science	1994-95
363	B.El.Ed.	Colloquia (SCP)	School Contact Program	1994-95
363	B.El.Ed.	PR1.1	Performing Arts (Theatre)	1994-95
363	B.El.Ed.	PR1.2	Arts and Crafts	1994-95
363	B.El.Ed.	F2.3	Cognition and Learning	1994-95
363	B.El.Ed.	F2.4	Language Acquisition	1995-96
363	B.El.Ed.	F2.5	Human Relations and Communication	1995-96
363	B.El.Ed.	P2.1	Language Across the Curriculum	1995-96
363	B.El.Ed.	02.1	English I	1995-96
363	B.El.Ed.	02.7	History I	1995-96
363	B.El.Ed.	PR2.3	Observing Children	1995-96
363	B.El.Ed.	PR2.4	Self-Development Workshops	1995-96
363	B.El.Ed.	PR2.5	Physical Education	1995-96
363	B.El.Ed.	Colloquia (STCL)	Storytelling and Children's Literature	1995-96
363	B.El.Ed.	F3.6	Basic Concepts in Education	1996-97
363	B.El.Ed.	F3.7	School Planning and Management	1996-97

Program code	Program Name	Course code	Course Name	Year of introduction
363	B.El.Ed.	P3.2	Logico Mathematics Education	1996-97
363	B.El.Ed.	P3.3	Pedagogy of Environmental Studies	1996-97
363	B.El.Ed.	03.1	English II	1996-97
363	B.El.Ed.	03.3	Mathematics II	1996-97
363	B.El.Ed.	03.7	History II	1996-97
363	B.El.Ed.	SC3.1	Classroom Management	1996-97
363	B.El.Ed.	SC3.2	Material Development and Evalution	1996-97
363	B.El.Ed.	Colloquia (Theatre)	Theatre	1996-97
363	B.El.Ed.	F4.8	Curriculum Studies	1997-98
363	B.El.Ed.	F4.9	Gender and Schooling	1997-98
363	B.El.Ed.	OP4.1	Pedagogy of Language	1997-98
363	B.El.Ed.	OP4.4	Pedagogy of Social Science	1997-98
363	B.El.Ed.	SI	School Internship	1997-98
363	B.El.Ed.	SI	Project	1997-98
363	B.El.Ed.	Colloquia (Resource Room/Space)	Resource Room/Space	1997-98
363	B.El.Ed.	F1.1	Child Development	1994-95
363	B.El.Ed.	F1.2	Contemporary India	1994-95
363	B.El.Ed.	C1.1	Nature of Language	1994-95
363	B.El.Ed.	C1.2	Core Mathematics	1994-95
363	B.El.Ed.	C1.3	Core Natural Science	1994-95
363	B.El.Ed.	C1.4	Core Social Science	1994-95
363	B.El.Ed.	Colloquia(SCP)	School Contact Program	1994-95
363	B.El.Ed.	PR1.1	Performing Arts(Theatre)	1994-95
363	B.El.Ed.	PR1.2	Arts and Crafts	1994-95
363	B.El.Ed.	F2.3	Cognition and Learning	1995-96
363	B.El.Ed.	F2.4	Language Acquisition	1995-96

Program code	Program Name	Course code	Course Name	Year of introduction
363	B.El.Ed.	F2.5	Human Relations and Communication	1995-96
363	B.El.Ed.	P2.1	Language Across the Curriculum	1995-96
363	B.El.Ed.	O2.1	English I	1995-96
363	B.El.Ed.	O2.7	History I	1995-96
363	B.El.Ed.	PR2.3	Observing Children	1995-96
363	B.El.Ed.	PR2.4	Self-Development Workshops	1995-96
363	B.El.Ed.	PR2.5	Physical Education	1995-96
363	B.El.Ed.	Colloquia(STCL)	Storytelling and Children's Literature	1995-96
363	B.El.Ed.	F3.6	Basic Concepts in Education	1996-97
363	B.El.Ed.	F3.7	School Planning and Management	1996-97
363	B.El.Ed.	P3.2	Logico Mathematics Education	1996-97
363	B.El.Ed.	P3.3	Pedagogy of Environmental Studies	1996-97
363	B.El.Ed.	O3.1	English II	1996-97
363	B.El.Ed.	O3.3	Mathematics II	1996-97
363	B.El.Ed.	O3.7	History II	1996-97
363	B.El.Ed.	SC3.1	Classroom Management	1996-97
363	B.El.Ed.	SC3.2	Material Development and Evaluation	1996-97
363	B.El.Ed.	Colloquia(Theatre)	Theatre	1996-97
363	B.El.Ed.	F4.8	Curriculum Studies	1997-98
363	B.El.Ed.	F4.9	Gender and Schooling	1997-98
363	B.El.Ed.	OP4.1	Pedagogy of Language	1997-98
363	B.El.Ed.	OP4.2	Pedagogy of Mathematics	1997-98
363	B.El.Ed.	OP4.4	Pedagogy of Social Science	1997-98
363	B.El.Ed.	SI	School Internship	1997-98

Program code	Program Name	Course code	Course Name	Year of introduction
363	B.El.Ed.	SI	Project	1997-98
363	B.El.Ed.	Colloquia(Resource Room/Space)	Resource Room/Space	1997-98

2. Courses (Subjects) that include experiential learning through project work/field work/internship (if applicable)

Program name	Program code	Name of the Course that include experiential learning through project work/field work/internship	Course code	Year of offering	List of the students studied course on experiential learning through project work/field work/internship	Number of students	Link to the relevant document (List of all the students, geotagged photographs, reports of the projects, field trips, internships, etc
363	B.El.Ed.	Performing and Fine Arts	PR1.1 Performing and Fine Arts			53	
363	B.El.Ed.	Performing and Fine Arts	P1.2 Performing and Fine Arts			53	
363	B.El.Ed.	Colloquia Academic Enrichment Activities	PR 1.2 Colloquia Academic Enrichment Activities			53	
363	B.El.Ed.	Observing Children	P2.3 Observing Children			39	
363	B.El.Ed.	Self-Development Workshops	P2.4 Self-Development Workshops			39	
363	B.El.Ed.	Physical Education	PR2.5			39	
363	B.El.Ed.	Colloquia Academic Enrichment Activities	PR2.5 Colloquia Academic Enrichment Activities			39	
	B.El.Ed.	Classroom Management	SC 3.1 Classroom Management			37	
363	B.El.Ed.	Material Development and Evaluation	SC 3.2 Material Development and Evaluation			37	
363	B.El.Ed.	Colloquia Academic Enrichment Activities	SC 3.2 Colloquia Academic Enrichment Activities			37	
363	B.El.Ed.	School Internship	SI School Internship			42	
363	B.El.Ed.	Project	Project			42	

3. Placement of outgoing students (On and Off-Campus Placements):

Year	Name of student placed	Contact Details of the student	Program graduated from	Name of the employer with contact details	Pay package at appointment\ (In INR per annum)	On Campus or Off Campus	Attach Appointment Letter(write individual file name,put all the appointment letters in a single folder)
2024-25	YUKTI MEHNDIRATTA		B.El.Ed.	King's college uk, gurugram	45k		View
2024-25	ANGELA TUNIAS	7011364736	B.El.Ed.	Somerville International School	6L		View
2024-25	ISHITA	8826166836	B.El.Ed.	Lotus Veda International school	4,20,000		View
2024-25	JESSICA JOHN	8368453646	B.El.Ed.	Holy Child Auxilium	4,20,000		View
2024-25	MANSI DETWANI	8076324422	B.El.Ed.	Lotus veda international school	4 lakh 20 thousand		View
2024-25	RITIKA SHARMA	7303477234	B.El.Ed.	Lotus veda international school	4.2 Lakhs		View
2024-25	SHRUTI ROSHNI	9310584302	B.El.Ed.	PROPEL CURRICULUM	2LAKH		View
2024-25	SRISHTI ARORA	7703990498	B.El.Ed.	Vedantu	Per hour basis		View
2024-25	SRISHTI SONI	9013838643	B.El.Ed.	Lotus Veda International School	4.2 L		View

4. Students progressing to higher education (passing in the previous academic batch):

Name of student enrolling into higher education	Program graduated from	Name of institution joined	Name of programme admitted to	Proof of Admission (ID Card or Admission receipt)
AASTHA JHA	B.El.Ed.			View
ANNA MEGHA SUNNY	B.El.Ed.			View
HIMANSHI CHHILLAR	B.El.Ed.			View
JIGYASA DAYAL ARORA	B.El.Ed.	DR. B. R. Ambedkar University, Delhi	MA Education	View

5. Students qualifying in state/national/ international level examinations

sr no	Year	Registration number/roll number for the exam	Names of students selected/qualified	Names of students selected/ qualified												Proof of Qualification	
				NET	SLET	GATE	GMAT	CAT	GRE	JAM	IELTS	TOEFL	Civil Services	State government examinations	Other		
No record found.																	

6. Co-curricular programmes arranged by the Department:

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills
5. Placement or Career related talks
6. Preparation for competitive exam, etc.

Name of the Event/Talk/Seminar	Date of the Event (DD-MM-YYYY)	Number of students participated	Number of Faculty Members participated	Short report containing details of names of students/staff, resource persons, geotagged photos, attendance sheets, etc.	Type
Freshers Orientation	02-09-2024	45	10	View	Co-curricular Programmes
ITEP Orientation	07-10-2024	25	10	View	Co-curricular Programmes
Teachers' Day	05-09-2024	100	12	View	Co-curricular Programmes
Students' Day	15-01-2025	56	1	View	Co-curricular Programmes
Storyverse	19-02-2025	30	1	View	Co-curricular Programmes
Freshers	25-10-2024	110	10	View	Co-curricular Programmes
Talk by Stefano Beggiora	06-11-2024	110	15	View	Co-curricular Programmes
Jasn-e-Qalam - storytelling performance	16-12-2024	80	10	View	Co-curricular Programmes
Department Picnic	18-02-2025	88	7	View	Co-curricular Programmes
Farewell	18-03-2025	170	10	View	Co-curricular Programmes

Name of the Event/Talk/Seminar	Date of the Event (DD-MM-YYYY)	Number of students participated	Number of Faculty Members participated	Short report containing details of names of students/staff, resource persons, geotagged photos, attendance sheets, etc.	Type
AAgaaz	04-04-2025	119	10	View	Co-curricular Programmes
March Past- JMC Sports Day	03-03-2025	32	10	View	Co-curricular Programmes
Visit to Book Fair	06-02-2025	30	3	View	Co-curricular Programmes
Linguistics Session on nuances of Hindi-Urdu	27-02-2025	50	2	View	Co-curricular Programmes
Visit to Chandni Chowk-places of worship	14-04-2025	50	1	View	Co-curricular Programmes

***Attendance Register with student's signature to be maintained.**

7. Workshops/Seminars/Conferences (National/International) organized by the Department

Year	Name of the workshop/ seminar/ conference	Number of Participants	Date From - To	Attach detailed report including number of participants, geotagged photos, etc)
2024-25	Gijubhai Memorial Lecture on Libraries for Children	100	2025-03-21 - 2025-03-21	View
2024-25	Visit to National Science Museum	50	2024-12-19 - 2024-12-19	View
2024-25	Visit to National Museum of India for History Optional students	8	2024-12-20 - 2024-12-20	View
2024-25	Heritage Walk to Qutub Minar	36	2025-02-24 - 2025-02-24	View

8. Outstanding visitors to the Department in the course of the academic year:

Name	Designation	Purpose of visit	Date	Attach detailed report including number of participants, geotagged photos, etc)
Amrita Patwardhan	Head, Education Team, Tata Trust	Annual Gijubhai Memorial Lecture Keynote speaker	2025-03-21	
Dr. Stefano Beggiora	Associate Professor of History of India, Hindi literature, and ethnography at Ca'Foscari, University of Venice	Lecture	2024-11-06	
Dr. Amrita Sastry	Assistant Professor, Department of Sociology, Jesus and Mary College	Discussant for a lecture	2024-11-06	
Dr. Lorna Bourke	Liverpool Hope University	Lecture on Writing in Early Years: Every Child is Different	2025-04-16	

9. No. of Department meetings held in the course of the academic year: 12

*Documentation of meetings with proper Agenda and Minutes to be maintained and kept with the department.

Agenda & Minutes: [View Document](#)

10. Library: Budget for the year and its utilization

a) Total no. of books/journals appertaining to the subject in the College Library: 1376 _____

b) Amount of Library Budget available to the Department: 16892 _____

c) No. of new books/journals added to the library for the Department in the year: 7 _____

11. Laboratory Equipment available in the department (wherever applicable):

a) Budget of expenditure on maintenance of the equipment:

b) Actual expenditure on maintenance of the equipment:

c) Stock register of equipment purchased and discarded in the academic year :

12. Alumni Day and other Alumni related activities/events held during the year

Name of the event	Number of Participants	Date	Report including list of alumni attending, geotagged photographs, alumni as resource persons, etc
Applying for teaching positions in Government schools	40	2025-02-27	View
Higher education	40	2025-03-09	View

Name of the event	Number of Participants	Date	Report including list of alumni attending, geotagged photographs, alumni as resource persons, etc
Applying for teaching positions in Government schools	40	2025-03-07	View

***Departments are suggested to maintain a proper alumni database with information related to placements, higher education, competitive exams, etc.**

13. Students in the Department who participated in academic events/competitions in other colleges and universities:

Name of Student	Class	Roll Number	Programme/Event/Competition	Award, if any (Attach the Certificate of Participation/Award)	Venue	Date	Attach photographs, if any
LIZA PAUL	B.El.Ed.	240197	Competitions		Winter Chimes	11/2024	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Workshop: Professional Presence; Mastering Communication and Networking Skills	10/2024	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Workshop: Ethical Artificial Intelligence	11/2024	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Lecture: Empire Women and Early Modern Ireland- Prof: Jane Ohlmeyer	11/2024	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Mental Health Board	09/2024	View
MANYA GROVER	B.El.Ed.	230924	Competitions		CAT SEMINAR	10/2024	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Peace Week	11/2024	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Sukoon 3.0- Hera Pheri	02/2025	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Voter Registration Drive	11/2024	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Galentine's Day	02/2025	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Ecovantage: Puzzle Pint	03/2025	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Eureka	04/2025	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Lecture: Indigenous Knowledge about Forest as a Socio-Pedagogical Model in Environmental Humanities in India	12/2024	View

Name of Student	Class	Roll Number	Programme/Event/Competition	Award, if any (Attach the Certificate of Participation/Award)	Venue	Date	Attach photographs, if any
MANYA GROVER	B.El.Ed.	230924	Competitions		Gijubhai Memorial Lecture: Libraries for Children	03/2025	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Hunarbaaz Aagaaz 2025	04/2025	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Politologue: Quiz Competition	04/2025	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Visit National History Museum	01/2025	View
MANYA GROVER	B.El.Ed.	230924	Competitions		Visit: World Book Fair	01/2025	View
ELIZABETH JOHN	B.El.Ed.	230772	Competitions		choir competition with other departments	12/2024	View
ELIZABETH JOHN	B.El.Ed.	230772	Competitions		March Past	02/2025	View

14. List of students who were awarded honors/merit certificate/recognition from college and university or any other eminent institution:

Name of the activity	Name of the Award/ recognition for Institution for the Institution		Name of the Awarding government/ government recognised bodies	Year of award
No record found.				
Name of Student	Class	Roll Number	Nature of Merit/ Recognition (Attach the Certificate)	Attach photographs, if any
MANYA GROVER	B.El.Ed.	230924	Logistics Head Peace Society	
MANYA GROVER	B.El.Ed.	230924	Finance Head Puzzle Society	
MANYA GROVER	B.El.Ed.	230924	Executive Committee Member- B.El.Ed Electoral Literacy Club	
MANYA GROVER	B.El.Ed.	230924	Token Representation or Real Power? Political Realities of Dalits and Adivasis in Indian Subcontinent Published in Politoscope- Annual Department Magazine of Political Science	
MANYA GROVER	B.El.Ed.	230924	Peace Club Member Certificate By Universal Peace Federation- India, International Association of Youth and Students for Peace- India	

Name of Student	Class	Roll Number	Nature of Merit/ Recognition (Attach the Certificate)	Attach photographs, if any
MANYA GROVER	B.El.Ed.	230924	Voter Awareness Programme By- By District Election Office and SWEEP	

*Details of Sports/Cultural achievements to be provided in the society reports.

15. Number of students of the Department who have participated in Community Development programmes:(from Society portal)

Year	NSS	JMCEP	WDC	NCC	Peace	Green	Departmental	Any other
I Year	0	3	0	1	0	0		
II Year	0	0	0	0	0	0		
III Year	0	0	0	0	0	0		

16. Number of awards and recognitions received for extension activities from government /government recognised bodies (only if done on department level)

Name of the activity	Name of the Award/ recognition for Institution for the Institution	Name of the Awarding government/ government recognised bodies	Year of award
No record found.			

17. Details and activities of Incubation Centre/Entrepreneurial Support Systems formed by the department
NA

18. SWOC Analysis

Strengths: Teaching Infrastructure and Faculty, Descriptive Curriculum, Feedback System, Department Resource Room and Library, Experts as Resource Person, Academic Enrichment Programmes for students
Weakness: No individual working space for the staff. Opportunities: Collaboration with alumni, Initiate research projects, Facilitate discourse around education through conferences, seminars, and other engagement, Provision for faculty development, Placement for IV year students. Weakness: Engaging in research and publication, Funding for students scholarships and educational tours.

19. Future Plans

Expansion of Resource Centre, Continue supporting alumni academically, Undertake collaborative research projects, Continue organizing Seminar and Conferences, Collaboration between department and alumni.

PART B

1. Attendance(a

Teacher	Class	No. and Title of Paper	No. of Lectures Delivered	No. of students in different attendance categories					
				85% & above	80% above but less than 85%	75% above but less than 80%	70% above but less than 75%	66.6% above but less than 70%	less than 66.6%

2. College Society/Administrative activity/Student Related Activity for which teachers in the Department are responsible:

Name of Teacher	Society/Activity	Type	Indicate Convenor/Member
Babina Ann Thomas	AICUF JMC	AICUF - Genfest Core Team Member	
Babina Ann Thomas	AICUF JMC	AICUF Member	
Babina Ann Thomas	AICUF, JMC	Sponsorship for Winter Chimes	
Babina Ann Thomas	Convocation JMC	Convocation Core Team Member	
Babina Ann Thomas	Department Staff Secretary	Academic activities at Institute level	
Babina Ann Thomas	Elementary Education	Part of Core Team for Montage	
Babina Ann Thomas	Involved in Christian Admissions.	Administrative activities at Institute level	
Babina Ann Thomas	Involved in LA (Non-Teaching) Screening Process.	Administrative activities at Institute level	
Babina Ann Thomas	NSS JMC	Organization of Sparsh Annual Fundraiser	
Babina Ann Thomas	NSS, JMC	Co-convenor of NSS	
Babina Ann Thomas	National Service Scheme (NSS)	Society	Co-Convenor
Babina Ann Thomas	National Service Scheme (NSS)	Society	Member
Babina Ann Thomas	Puzzle Society, JMC	Co-convenor of Puzzle Society	
Babina Ann Thomas	Puzzle Society	Society	Co-Convenor

Name of Teacher	Society/Activity	Type	Indicate Convenor/Member
Babina Ann Thomas	Puzzle Society	Society	Member
Babina Ann Thomas	WSC- JMC	WSC Faculty Member	
Dr Jijo Varghese	Coordinated ITEP	Academic activities at Institute level	
Dr Jijo Varghese	Jesus and Mary College	Convenor to Puzzle Society	
Dr Jijo Varghese	Member, ITEP Admission Committee 2025- 2026	Others	
Dr Jijo Varghese	Puzzle Society	Society	Convenor
Dr Jijo Varghese	Puzzle Society	Society	Member
Dr Jijo Varghese	Screening Committee member constituted for the selection of Laboratory Assistant	Other responsibilities at Institute level	
Dr Jijo Varghese	Screening and coordinating the ITEP admissions of Sem I students for the academic year 2024-2025	Academic activities at Institute level	
Dr Shirley Joseph	Admission Committee, Minority Commission, Grievance Cell, IQAC	Administrative activities at Institute level	
Dr. Alka Sehgal	Facilitated initial meetings and drafting of MOU with the Department of Education, Schools Division Office of Benguet and Provincial Government o Benguet, Philippines and Department of Elementary Education and ITEP, Jesus and Mary College.	Academic activities at Institute level	
Dr. Alka Sehgal	Facilitated introduction of B.A B.ED(Secondary)course in JMC.	Academic activities at Institute level	
Dr. Alka Sehgal	of ELEmentary Education and ITEP	Organised a workshop on Creating Inclusive classroom spaces by Gnostic centre for BELED IIIrd year students	
Dr. BHAWANA ARORA	9 Invigilation Duties and 1 Deputy Superintendent for UG Examinations 2024-25	Administrative activities at Institute level	
Dr. BHAWANA ARORA	Green Society	Society	Member

Name of Teacher	Society/Activity	Type	Indicate Convenor/Member
Dr. BHAWANA ARORA	I- Year In-charge: Attendance and Internal Assessment In-charge for I- Year; Coordinating with resource persons for various other practicum and Guest Faculty for various theory papers; Responsibilities of getting examination form filled, coordinating with parents of students who didn't meet attendance criteria; Compiling, Verifying and Uploading of Internal Assessment marks of I- Year students. Apart from these, taking responsibility of students' grievance redressal, counselling of students etc.	Academic activities at Institute level	
Dr. BHAWANA ARORA	Institution	Faculty Advisor, Green Society, JMC	
Dr. BHAWANA ARORA	Institution	Faculty Advisor, JMCEP (Jesus and Mary College Educational Programme)	
Dr. BHAWANA ARORA	Institution	Faculty Advisor, Puzzle Society, JMC	
Dr. BHAWANA ARORA	Jesus and Mary College Education Programme	Society	Member
Dr. BHAWANA ARORA	PAR- Performance Appraisal Report Form for teacher education institutions is an online form used by NCTE to collect information about performance and operations of recognized teacher education institutions in India. It was a time bound process to provide all the required information related to faculty, student and institution with documentary proof for the academic sessions 2021-22 and 2022-23, failing which can lead to show cause notices and withdrawal of recognition.	Administrative activities at Institute level	
Dr. BHAWANA ARORA	Puzzle Society	Society	Member
Dr. BHAWANA ARORA	Undergraduate Admissions- B.El.Ed	Administrative activities at Institute level	

Name of Teacher	Society/Activity	Type	Indicate Convenor/Member
Dr. Sona Velliparambill Andrew	JMC/AICUF	Christian Retreat	
Dr. Sona Velliparambill Andrew	Jesus and Mary College, Christ University, St Stephens	Genfest	
Dr. Susmita Ram	Green Society	Society	Convenor
Dr. Susmita Ram	Jesus and Mary College	Convenor of Green Society	
Dr. Susmita Ram	National Museum, New Delhi in collaboration with Itihaas	Workshop on Using museums as engaging learning spaces	
Mr. V. Alan Bosco	AQAR MEETING	Administrative activities at Institute level	
Mr. V. Alan Bosco	Books Purchase	Administrative activities at Institute level	
Mr. V. Alan Bosco	Curiosus - The English Quiz Society	Society	Member
Mr. V. Alan Bosco	Hindi quiz Society	Society	Member
Mr. V. Alan Bosco	Jesus and Mary College	Quiz Competition	
Mr. V. Alan Bosco	Jesus and Mary College	Voter's Pledge	
Mr. V. Alan Bosco	Jesus and Mary College	Inter College Quiz Competition	
Mr. V. Alan Bosco	Third Year Coordinator, Coordinating Academic Activities between different faculty members teaching the Third Year.	Other responsibilities at Institute level	
Mr. V. Alan Bosco	Website Committee Meeting	Administrative activities at Institute level	
Ms. NAJIA ZEB	4th Year co-ordinator	Administrative activities at Institute level	
Ms. NAJIA ZEB	Department Admission Committee	Administrative activities at Institute level	

Name of Teacher	Society/Activity	Type	Indicate Convenor/Member
Ms. NAJIA ZEB	Department of Elementary Education, Jesus and Mary College	Alumni event-Preparing for Govt. jobs Session 1 and 2	
Ms. NAJIA ZEB	Department of Elementary Education, Jesus and Mary College	Alumni event-Preparing for Higher education	
Ms. NAJIA ZEB	Department of Elementary Education, Jesus and Mary College	Organized Visit to World Book Fair for Students of 2nd Year as part of their Storytelling and Children's Literature Colloquium	
Ms. NAJIA ZEB	Department of Elementary Education, Jesus and Mary College	Session on CV writing and preparing for Interviews	
Ms. NAJIA ZEB	Examination Invigilation	Administrative activities at Institute level	
Ms. NAJIA ZEB	Faculty Advisor for Puzzle Society	Other responsibilities at Institute level	
Ms. NAJIA ZEB	IQAC Audit Report 2023-24 for Department	Administrative activities at Institute level	
Ms. NAJIA ZEB	IQAC Department Representative	Administrative activities at Institute level	
Ms. NAJIA ZEB	Internship coordinator	Academic activities at Institute level	
Ms. NAJIA ZEB	Jesus and Mary College	Professional opportunities and Careers in the Education Sector with Azim Premji University	
Ms. NAJIA ZEB	Placements coordinator	Administrative activities at Institute level	
Ms. NAJIA ZEB	Puzzle Society	Society	Member
Sonika Kaushik	Department of Elementary Education	An event to celebrate Children's Literature: Story Verse	
Sonika Kaushik	Department of Elementary Education	Farewell to the IV year students	

Name of Teacher	Society/Activity	Type	Indicate Convenor/Member
Sonika Kaushik	Department of Elementary Education	Freshers' Welcome and Orientation	
Sonika Kaushik	Department of Elementary Education	Organization of the Department Festival, Agaaz	
Sonika Kaushik	Department of Elementary Education	Organized a Talk by Dr Lorna Bourke on Writing in the Early Years	
Sonika Kaushik	Department of Elementary Education	Organizing the Department Picnic	
Sonika Kaushik	Department of Elementary Education	Staff Advisor to the Student Council	
Sonika Kaushik	Department of Elementary Education	Visit to the National Book Trust for IV and III year students	
Sonika Kaushik	Department of Elementary Education	Visit to the World Book Fair	
Sonika Kaushik	Department of Sociology	Judge in Comic strip making Competition	
Sonika Kaushik	IRIS Fine Arts Society	Society	Co-Convenor
Sonika Kaushik	IRIS Fine Arts Society	Society	Member
Sonika Kaushik	Jesus and Mary College	Member of the Fine Arts Society, Iris	
Sonika Kaushik	Jesus and Mary College	Organized a talk for Iris by Aastha Garg, a ceramic artist	
Sonika Kaushik		Administrative activities at Institute level	

*Details of events organized by the societies to be given in the society reports only.

3. University assignments undertaken by teachers of the Department. (Paper setting for previous two semesters for which results are declared, syllabus committees, Member of Board of Studies, Member of Department Research Committee, etc)

Paper Setting/evaluation/curriculum development

Name of Teacher	Type	Paper Name	Semester/Year	Supporting Documents/ Evidence
Babina Ann Thomas	Assessment /evaluation process of the affiliating University	OP 4.4 Pedagogy of Social Science	Sem 8	View
Dr Jijo Varghese	Setting of question papers for UG/PG programs	Child Development	Sem 2	View
Dr Jijo Varghese	Assessment /evaluation process of the affiliating University	Cognition and Learning	Sem 4	View
Dr Jijo Varghese	Setting of question papers for UG/PG programs	Cognition and Learning	Sem 4	View
Dr Jijo Varghese	Assessment /evaluation process of the affiliating University	Child Development	Sem 2	View
Dr. Alka Sehgal	Setting of question papers for UG/PG programs	F3.7	Sem 6	
Dr. BHAWANA ARORA	Setting of question papers for UG/PG programs	Core Natural Science	Sem 1	View
Dr. BHAWANA ARORA	Assessment /evaluation process of the affiliating University	Core Natural Science (C- 1.3)	Sem 1	View
Dr. BHAWANA ARORA	Assessment /evaluation process of the affiliating University	Logico-Mathematics Education	Sem 6	View
Dr. Sona Velliparambill Andrew	Setting of question papers for UG/PG programs	Pedagogy of Mathematics	Sem 8	View
Dr. Sona Velliparambill Andrew	Assessment /evaluation process of the affiliating University	pedagogy of Mathematics	Sem 8	View
Dr. Susmita Ram	Setting of question papers for UG/PG programs	Pedagogy of Environmental Studies	Sem 6	

Name of Teacher	Type	Paper Name	Semester/Year	Supporting Documents/ Evidence
Dr. Susmita Ram	Assessment /evaluation process of the affiliating University	Pedagogy of Environmental Studies	Sem 6	
Mr. V. Alan Bosco	Assessment /evaluation process of the affiliating University	Basic Concepts in Education	Sem 6	View
Ms. NAJIA ZEB	Setting of question papers for UG/PG programs	OP 4.1 Pedagogy of language	Sem 8	View
Ms. NAJIA ZEB	Assessment /evaluation process of the affiliating University	OP 4.1 Pedagogy of language	Sem 8	View
Sonika Kaushik	Design and Development of Curriculum	Foundation of Reading and Writing	Sem 2	View
Sonika Kaushik	Setting of question papers for UG/PG programs	Language Across the Curriculum	Sem 4	View
Sonika Kaushik	Assessment /evaluation process of the affiliating University	Language Across the Curriculum	Sem 4	View
Sonika Kaushik	Design and Development of Curriculum	Reading and Various Resources	Sem 1	View
Sonika Kaushik	Design and Development of Curriculum	Pedagogy of Language	Sem 1	View

4. Publications (books, research papers/articles and book reviews) by members of the Department during the course of the academic year.

a) Number of research papers per teacher in the Journals notified on UGC website

Title of paper	Name of the author/s	Name of journal	Year of publication	ISSN number	Link to the recognition in UGC enlistment of the Journal /Digital Object Identifier (DOI) number		
					Link to website of the Journal	Link to article/paper/abstract of the article	Is it listed in UGC Care list/Scopus/Web of Science/other,mention
Exploring 21st Century Digital Literacy Skills among the Prospective Teachers for Holistic Learning	Dr Jijo Varghese Dr Anand Arya	INDIAN JOURNAL OF EDUCATIONAL TECHNOLOGY	07/2024	2581-8325		View	Other (Peer Review Journal)

Title of paper	Name of the author/s	Name of journal	Year of publication	ISSN number	Link to the recognition in UGC enlistment of the Journal /Digital Object Identifier (DOI) number		
					Link to website of the journal	Link to article/paper/abstract of the article	Is it listed in UGC Care list/Scopus/Web of Science/other,mention
ENHANCING 21st CENTURY SKILLS FOR THE PROSPECTIVE TEACHERS: NEED FOR A PARADIGM SHIFT IN THE TEACHER EDUCATION INSTRUCTIONAL STRATEGIES	Dr Jijo Varghese Prof MN Musthafa	International Journal of Emerging Knowledge Studies	07/2024	2583-7354		View	Other (Peer Review Journal)
Exploring the Alignment Between Heutagogy and Lifelong Learning Goals Articulated in the National Education Policy 2020	Dr Jijo Varghese Vaibhav Verma and Dr. Jijo Varghese	Journal of Applied Research in Humanities, Language and Social Sciences	10/2024	2583-2999		View	(Peer Review Journal)
Creating Inclusive Learning Spaces through Universal Design for Learning as a Framework for K-12 Education: A Narrative Review	Dr Jijo Varghese Vaibhav Verma & Jijo Varghese	JOURNAL OF EDUCATION & PEDAGOGY	06/2025	0975-0797		View	(Peer Review Journal)
Education, Markets and Globalization: Preparing Teachers for New Socio-Economic Environment	Dr. BHAWANA ARORA	International Journal of Education and Research: New Frontiers in Education	03/2025	0972-1231		View	Other (Peer Review Journal)
Kairos	Mr. V. Alan Bosco	JMC REVIEW	10/2024	2456-9550 JMC		View	Other (Book Review)

b) Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher

Sr.No	Name of the teacher	Title of the book/chapters published	Title of the paper	Title of the proceedings of the conference	Name of the conference	National /International	Year of publication	ISBN/ISSN number of the proceeding	Affiliating Institute at the time of publication	Name of the publisher	Attach Cover Page, Title Page, Content Page
1	Dr. BHAWANA ARORA	Teachers' Handbook- Class 1 and 2 (Mathematics)				National	12/2024	978-93-5292-646-6		Publication Division by the Secretary, NCERT, Sri Aurobindo Marg, New Delhi-110016	View

5. Participation of faculty in:

- International Conferences held abroad, with topic, place and dates
- National/International Conferences held in India, with topic, place and dates

Name of Teacher	Dept.	Name of Conference/Seminar/Meeting/	Nature of Participation(participant/resource person/panelist)	Venue	Duration(from - to)(DD-MM-YYYY)	Attach Certificate of Participation
Dr. Sona Velliparambill Andrew	Elementary Education	Jesus and Mary Educational Global	Conference	Mexico City, Mexico	07/2024 - 07/2024	View

6. Teachers undergoing online/ face-to-face Faculty Development Programmes (FDP) (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short Term Courses etc.)

Name of teacher whoattended	Title of the program	Duration (from - to) (DD-MM-YYYY)	Nature of Participation(Participant or resourceperson)	Attach Certificate of Participation
Babina Ann Thomas	Multidisciplinary Refresher Course on Recent Trends and Innovations in Humanities and Social Sciences	05/2025 - 06/2025	Refresher Courses	View
Babina Ann Thomas	Transformative Peace Building	11/2024 - 11/2024	Workshop	
Dr Jijo Varghese	Holistic Development and Effective Teaching	11/2024 - 11/2024	Other	View
Dr Jijo Varghese	BASICS OF LIFE SKILLS	01/2025 - 01/2025	Training	View
Dr Jijo Varghese	Indian Higher Education system	07/2024 - 07/2024	Training	View
Dr Jijo Varghese	A Study for implementing post NAS-2021 intervention for Holistic Learning in the Aspirational district of Northern Region	08/2024 - 08/2024	Workshop	View
Dr Jijo Varghese	Writing and Structuring Papers in APA-7th Edition- Styles and Modalities	05/2025 - 05/2025	Workshop	View
Dr Jijo Varghese	Joyful Learning and Socio-Emotional Development	03/2025 - 03/2025	Seminar	View
Dr Jijo Varghese	Breaking the Silence: The Necessity of Integrating Sex Education in the Indian School Curriculum	04/2025 - 04/2025	Seminar	View
Dr Jijo Varghese	Online 4-Week Faculty Induction Programme	07/2024 - 07/2024	FDP	View
Dr Jijo Varghese	NEP-2020 ORIENTATION & SENSITIZATION PROGRAMME	08/2024 - 08/2024	Other	View

Name of teacher who attended	Title of the program	Duration (from - to) (DD-MM-YYYY)	Nature of Participation (Participant or resource person)	Attach Certificate of Participation
Dr. BHAWANA ARORA	Development of a 6 Week Bridge Course in Mathematics for Class-5	02/2025 - 02/2025	Workshop	View
Dr. BHAWANA ARORA	State Resource Group (SRG) Mathematics Workshop (Explorations in Mathematics: Enhancing Pedagogical Skills)	03/2025 - 03/2025	Workshop	View
Dr. BHAWANA ARORA	Rational Evaluation of Newly Developed NCERT Textbooks for classes I and II	09/2024 - 09/2024	Workshop	View
Dr. BHAWANA ARORA	Short Term Programme on "Business Analytics and Research Methodology"	12/2024 - 12/2024	FDP	View
Dr. BHAWANA ARORA	Subject Expert in Departmental Promotion Committee for promoting eligible TGT's in the feeder cadre for two vacant posts of PGT (Physics) in DTEA Sr. Sec. School	06/2025 - 06/2025	Other	View
Dr. Sona Velliparambill Andrew	Jesus and Mary Educational Global	07/2024 - 07/2024	Conference	View
Dr. Sona Velliparambill Andrew	Human Creativity as the Key to Economic Development	09/2024 - 09/2024	Other	
Dr. Sona Velliparambill Andrew	Visit of Professors and students of Blanquerna Foundation to JMC	07/2024 - 07/2024	Other	
Dr. Sona Velliparambill Andrew	Orientation to A.P.A.R.	07/2024 - 07/2024	Orientation	
Dr. Sona Velliparambill Andrew	NAAC - Northern Region Consultative Workshop	07/2024 - 07/2024	Workshop	View
Dr. Sona Velliparambill Andrew	Meeting with Professor Numo Pereira de Magalhaes, Universidade Francisco de Vitoria	01/2025 - 01/2025	Other	
Dr. Sona Velliparambill Andrew	Induction Programme for the Newly Recruited Faculty Members	08/2024 - 08/2024	Orientation	

Name of teacher who attended	Title of the program	Duration (from - to) (DD-MM-YYYY)	Nature of Participation (Participant or resource person)	Attach Certificate of Participation
Dr. Sona Velliparambill Andrew	Exploring Leadership Potential	11/2024 - 11/2024	Workshop	View
Dr. Susmita Ram	Development Induced Displacement and its Ramifications on Tribal Rights: The case of India	02/2025 - 02/2025	Seminar	
Dr. Susmita Ram	This is your brain under stress by Prof. Sumantro Chatterjee	09/2024 - 09/2024	Other	
Mr. V. Alan Bosco	Consensus and Disagreements: Centre-State Relations on Education in the Contemporary Times	05/2025 - 05/2025	Webinar	View
Mr. V. Alan Bosco	History of Education in India	04/2025 - 04/2025	Other	View
Ms. NAJIA ZEB	NEP 2020 Orientation and Sensitization Programme	07/2024 - 06/2025	Training	View
Ms. NAJIA ZEB	Induction Programme for Newly Recruited Faculty Members	07/2024 - 06/2025	Other	
Ms. NAJIA ZEB	Book Discussion on Querying Childhood: Feminist Readings	07/2024 - 06/2025	Other	
Sonika Kaushik	Literature for Young Children	03/2025 - 03/2025	Workshop	View
Sonika Kaushik	Padhna hai Samajhna	03/2025 - 03/2025	Webinar	View
Sonika Kaushik	What's on your Bookshelf?	11/2024 - 11/2024	Other	View
Sonika Kaushik	Review of papers for the journal, Language and Language Teaching	08/2024 - 09/2024	Other	View
Sonika Kaushik	Nomination for Parag BLBA - Illustrators	05/2025 - 06/2025	Other	View
Sonika Kaushik	Nomination for Parag BLBA - Authors Category	05/2025 - 06/2025	Other	View
Sonika Kaushik	Library Educators Course	06/2025 - 06/2025	Certificate Course	View
Sonika Kaushik	Writing Workshop: Writing for Children	06/2025 - 06/2025	Workshop	

10. Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs, etc.

Name of the Project/Endowments,Chairs	Name of the Principal Investigator/Co-investigator	Department of Principal Investigator	Year of Award	Amount Sanctioned	Duration of the project	Name of the Funding Agency	Type (Government/non-Government)
No record found.							

11. Teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies

Year	Name of teacher	Name of conference/workshop attended for which financial support provided	Name of professional body for which membership fee is provided	Amount of support/membership fee received (in INR)
02/2025 - 02/2025	Dr. BHAWANA ARORA	NCERT	NCERT	10,000 (approx)
03/2025 - 03/2025	Dr. BHAWANA ARORA	SCERT, Uttarakhand	SCERT, Uttarakhand, Dehradun	5000 (approx)
09/2024 - 09/2024	Dr. BHAWANA ARORA	NCERT	NCERT	15,000 (approx)
07/2024 - 07/2024	Dr. Sona Velliparambill Andrew	Religious of Jesus and Mary	Mexico City, Mexico	1,50,000

12. Mentor Ward Report

Name of the Teacher	Report Link
Mentor Ward Report	View

***Attach the Mentor Ward List of the department teacher-wise with the report.**

Instructions to fill the Departmental Report

- Programme means the degree. For example: B.A. Programme, B.A. Hons, etc.
- Course means the subjects taught within the Programme. For example: Human Resource Management, Calculus, etc.
- The departments are requested to maintain all the supporting documents/reports on a Google Drive Folder (via Department's Mail ID) and attach the link of the respective folder in the tables above.
- All the above information is mandatory to fill.