

## Manual – 1

### Section 4(i)(b)(i)

#### Particulars of the Organization, Functions and Duties

##### **Mission / Vision**

- Inspired by the preachings of Lord Mahavira viz. – Truth, Non-Violence, Control of Temptation, Accepting what is rightful, Non-Accumulation of worldly things, future teachers are trained who can spread universal brotherhood and love for their fellow persons.

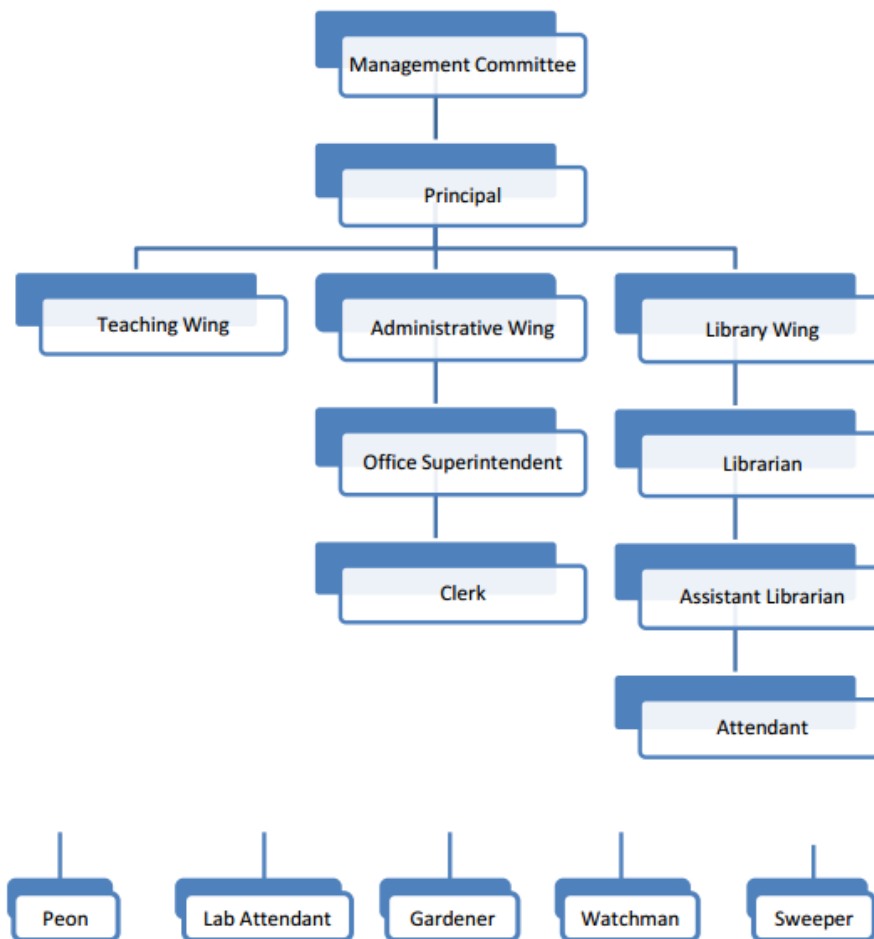
##### **Aims and Objectives**

- The objective of our college is to impart highest level of training to future teachers to keep pace with modernization and globalization, to develop scientific temper and independence of mind and spirit – thus furthering the goal of socialism, secularism and democracy enshrined in our Constitution and to develop sensitivity and compassion for humanity, so that human resource, in the area of Education, could reach to their zenith. The College endeavours at harmonious and all round development of the students by providing healthy and congenial atmosphere necessary for their intellectual, moral aesthetic and physical growth as well as emotional stability. It tends to promote among them high sense of discipline, respect for Indian way of life and traditions and make them responsible, enlightened and useful citizens of the country capable of contributing effectively to the realization of National Goals.

##### **Brief History**

- The descent of D. D. Jain College of Education, Ludhiana came on the educational map of the state in 1999. It fulfills the aspirations of the young girl scholars, desirous of pursuing career making higher education course after graduation. Realising that the professional education of teacher is essential for the qualitative improvement of education, the managing committee of S. S. Jain Girls School Committee (Regd.) decided to start the College of Education. The dedicated members of the Managing Committee worked untiringly with a sense of devotion, zeal and commitment. The Committee is presently headed by **Shri Nand Kumar Jain**, a dynamic human and energetic person. The College derives inspiration from great saintly lady Behan Devki Devi Jain Ji, whose name the college has been christened and who is known all over for her lofty ideals, dense moral fibre, rich intellectual perception, unimpeachable devotion and selfless service to humanity. She was a pioneer in women education in the city.

## The Organizational Pyramid of D. D. Jain College of Education



### Allocation of Duties

a. The Decision Making bodies of the college are the Principal and Staff Committees. Management Committee Principal Teaching Wing Administrative Wing Office Superintendent Clerk Library Wing Librarian Assistant Librarian Attendant Peon Lab Attendant Gardener Watchman Sweeper

b. Administrative work is performed by the Administrative Staff.

c. The Co-curricular activities are prepared by the collective efforts of the teachers and the pupil-teachers.

### Striving hard for forming a Better Society:

Ever since the inception of the college, it's playing a significant role in framing a better society as teachers are the destiny makers, thereby providing efficient training to the would be teachers, gradually, the college is playing its efficient role in forming a better society.

### **Ambit of Enterprising Endeavours**

- Pupil teachers are encouraged to sharpen their skills in the varied faculties of singing, dance, fine arts, music, literary activities, etc.
- Teachers and would be teachers engage themselves on regular basis in various Panel discussions, Seminars, Symposiums, Workshops, in order to enhance their intellectual faculties.
- Many teachers actively involve themselves in the research work and have been successful in getting their research work published in distinguished journals of the repute. Besides this, many of the diligent teachers have to their credit the publication of a number of articles and books.
- Frequent visits to various places are made for optimum exposure.
- Quality education is provided to all.
- In case of any exigency, first-aid services are available in the college premises.
- Sports department provides a wide range of facilities to the young budding energetic athletes.
- Visit to different community centres like old age homes, vocational rehabilitation centre, Deaf and Dumb school, School for street Children, etc. is organized to develop sensitivity among the students.

### **Course Offered**

Bachelor of Education (B.Ed.)

### **Detail of Fees For Current Academic 2 Year Course**

As Prescribed by Panjab University, Chandigarh.

### **Addressee of the College**

D. D. Jain College of Education  
Behind Mini Rose Garden,  
Kidwai Nagar, Ludhiana.  
Ph.No. - 0161-2225987, 5023564

### **Working Hours of the College**

9.00 AM to 4.00 PM.