

## **Post Graduate Government College for Girls, Sector-42, Chandigarh**

### **BEST PRACTICES**

#### **1. Name of the Practice:**

***DAY CARE CENTRE – for children of Teaching, Non-Teaching and Students***

#### **2. Aim of the Practice:**

Children need a congenial and conducive environment for growth and development both within and outside the homes. With the emergence of nuclear families, support systems like the Day Care are essential in institutions. Cognizant of this need, the college decided to set up this facility for the convenience of the faculty and students. The day care centre at PGGCG-42, Chandigarh established under the aegis of MHRD (RUSA Scheme) was inaugurated on 23/09/2017 by Sh. Rakesh Kumar Popli, DHE, Chandigarh.

Located appropriately on the ground floor for easy access and for the safety of the children, the Day care Centre is monitored by two attendants. It is fully equipped to provide a healthy, clean and safe environment to the children and is under direct CCTV surveillance of the principal.

Ever since its inception, the Day Care centre has facilitated working mothers and students with kids to pursue their work and studies respectively, while their young ones spend quality time in a safe, healthy, and conducive environment within the four walls of the college.

The objective of this centre is to take care of children of the staff (teaching and non-teaching) and students during the working hours of the college. The centre provides basic care and involves children in various quality activities like reading, writing, painting and play way activities.

The day care centre offers full day, half day care and before/after school services. The entry is restricted for outsiders and the doors are always kept closed for the security of the wards. The centre ensures security and safety but has an open door policy, allowing and welcoming parents

to visit and observe their children at any time. It ensures that the atmosphere is such wherein a child feels cared for and loved in the mothers' absence.

The play room is covered with safety mats and is bright and colourful. There is also an ante room where children can take a nap. The centre is well equipped with all the necessary paraphernalia required for quality child care. It has a sofa cum bed, small baby chair, warm bed sheets and blankets, games and safe toys that stimulate learning for the kids to play, Building blocks, rubber balls, books, cushions, mats, computer table and study table, refrigerator, microwave, two AC's etc. to provide all types of comfort. It also has a fully furnished kitchen and a washroom. It's a vibrant place where children get an opportunity to mingle with peers and learn and play together.

Nominal charges for full day per month (8:30 a.m to 4:30 p.m) per child are Rs. 2000/- whereas the rate for its siblings has been fixed at 50% . Rate per month for half day (12:30 p.m to 4:30 p.m) for one child has been fixed at Rs.1000/- and for siblings has been fixed at 50% discount.

### **3. Evidence of Success**

At the time of starting the centre there were 5-7 kids but now over time the number rose to more than 30 kids who avail the benefit of this facility and enjoy their time with each other and staff.

The outcome of this initiative has been really encouraging. This can be gauged from the enthusiasm of the kids who look forward to spending time in the centre during their school holidays or after school hours. The school going kids are also encouraged towards their daily work e.g. School work and other activities. Some of the kids who have availed this facility include:

#### **Teaching staff:**

<b>Sr. No.</b>	<b>Kid's Name</b>	<b>Mother's Name</b>
1.	Ganeev	Mrs. Ramninder Kaur

2.	Jaspinder Singh	Mrs. Jasdeep Kaur
3.	Nimar	Dr.Sukhpreet Kaur
4.	Prisha	Dr.Jyoty Ahuja
5.	Anika and Arush	Mrs. Rachna Rana
6.	Kayna	Mrs. Manvi
7.	Kavya	Mr. Mehar Chand
8.	Tejal	Dr.Deepti
9.	Vanya	Mrs. Divya
10.	Saysha	Mrs. Preeti
11.	Arjun and Manya	Mr. Sudhir K Sharma
12.	Reya and Nimish	Mrs. Anu Chawla

13.	Adhirit	Mrs. Deepa Sood
14.	Nikshit and Bhavin	Mrs. Nidhi Goyal
15.	Sagar Singh	Dr.Gurvinder
16.	Annay and Ananya	Mrs. Deepika
17.	Sarbpreetsingh	Mrs. Sarbjeet Kaur
18.	Sidak	Mrs. Gagan
19.	Amira	Mrs. Jagjeet Kaur
20.	Pavika	Mrs. Charul
21.	Keyush	Mrs. Ranjna
22.	Rohnish	Mrs. Sonika

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**Non-Teaching:**

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<b>Sr. No.</b>	<b>Kid's Name</b>	<b>Mother's Name</b>
1.	Syrus and Dilshan	Mrs. Rupinder Kaur
2.	Ruhani and Chahat	Mrs. Gurpreet Kaur
3.	Elina and Devanshi	Mrs. Sangeeta
4.	Manya and Tushita	Mrs. Sapna
5.	Gurvansh	Mrs. Amanpreet Kaur
6.	Simranjot and Paramvir	Mrs. Jaspreet Kaur
7.	Yashika	Mr. Manish Bains
8.	Dherya	Mrs. Shivani
9.	Arnav	Mrs. Anuradha
10.	Ekam	Mrs. Kulwinder Kaur

11.	Gurnoor and Gurshan	Mrs. Amandeep Kaur
12.	Kunjai	Mr. Naveen

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**Students:**

Sr. No.	Kid's Name	Mother's Name
1.	Vaishnavi	Mrs. Nandini
2.	Nayra	Mrs. Sonali

Some of the feedback received from the parents speaks volumes about the success of this RUSA sponsored initiative.

**Teaching Staff**

*“Day care centres are a helpful initiative step for us. Our kids stay there safely and we can come and meet them”.*

---- Mrs. Sukhpreet Kaur, Assistant Professor, English Department

*“Kids enjoy staying there and spend joyful time while playing and studying in day care. And staff helps children in their school work and other activities and they learn how to interact with each other.”*

---- Dr.Jyoti Ahuja, Assistant Professor, Sociology Department

### **Administrative Staff**

*“My child has become more confident in his own skills and thus more self reliant. It’s good for him to have time apart and play with other children at daycare.”*

---- Mrs. Rupinder Kaur, PA to Principal

*“My daughter was very shy. Par ab usne friends bana liye he aur confident bhi ho gayi hai. Day care me enjoy bhi karti hai. Me bhi apni job aaram se kar leti hoon”.*

---- Mrs. Gurpreet Kaur, Lab Attendant Computer Science

### **Married Students**

*“It was a social hindrance to continue studies. My in-laws wanted me to take care of the house and child but the facility of the day care in the College has helped me continue my higher studies and take care of my child as well”.*

---- Sonali, BA III(now an Alumna)

*“The day care facility and financial support from the college has helped me continue my higher studies in pursuit of a better future. I live in a nuclear family and my husband is a labourer.”*

---- Nandini, BA III (now an Alumna)

## **4. Problems encountered and Resources required:**

There were some initial hiccups such as time-bound approval from higher authorities to set up the Day Care Centre and planning where to set up the facility. However, once the approval was received, things moved fast and the day Care centre was set up under the aegis of RUSA and Director higher Education Chandigarh administration in the main building itself.

Secondly, the Day Care supervisor had to work on an honorary basis till the approval for funding of her salary was received. Since the post is not covered under GEM, the manpower contract issue remains a challenge.

As far as resources are concerned, apart from human resources required to run the centre, financial resources are also needed to upgrade and upkeep the Day care Centre.

**Contact:**

**Details of the Coordinator:**

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## **II.) Title: The Knowledge Hub: Library**

### **Objective:**

- To inculcate reading habits amongst students.
- To make books, on varied topics, available and accessible to library users.
- To maintain and preserve books and other reading material/resources.
- to provide accessible and inclusive learning space to stakeholders.

**The Context:** The Library is a storehouse of information that stimulates analytical thinking. To facilitate holistic development, the college has focussed on creating a fully equipped 'knowledge hub' that caters to the needs of the students and the faculty in terms of online and offline resources/sources vital for their academic pursuits. Consequently, the college library has an enviable collection comprising Textbooks, Reference Books, CDs/DVDs, access to Journals and Dissertations online, Rare Books and bound volumes of Print Journals.

- It has a collection of 42342 books, 33 magazines, 15 daily newspapers and 21 journals. It is RFID equipped, fully automated, air-conditioned and wi-fi enabled. The library provides circulation of reading materials, reference and information services, InterLibrary Loan, CAS for journals subscribed by the library and photocopy service.
- The library infrastructure includes RFID System with LIBSYS Software, 5 computers for Internet surfing for students, computers for library staff, 4 printers, TV, Kiosk and Web OPAC. It is also under CCTV Surveillance.

### **Practice:**

1. The college has a fully air-conditioned, fully-automated, RFID Enabled & user-friendly library and a separate reading room where students can carry their own books.
2. The college library is a member of NLIST-INFLIBNET and has a collection of 6000+ journals, and 1,64300+ eBooks
3. The college library is a member of DELNET, the largest digital library of India.
4. The library provides plagiarism check service via e- OURIGINAL software.
5. The library has Jaws software and Daisy player to assist print disabled users.
6. The library has a database of PU syllabus and old Question Papers.

7. It has a **book donation corner** - Leave a Book - Take a Book: Anyone can donate book/s to the library. Anyone who wants a book from this collection can take the book.
8. The library has a paper donation corner where one can drop one sided used papers which are further used to make spiral binding notebooks and notepads.
9. There are separate spaces/cabins for research scholars.
10. The library maintains a database of clippings of college news published in various newspapers.
11. It also maintains a database of college prospectus, college magazines "Shikhar", department reports, gazettes and project reports of students and staff.
12. Books purchased prior to 1990 are kept in the archive section of the library.
13. The library Club - 'Wisdom Tree' aims to develop student ambassadors to lead and to ignite the spark of joy in reading amongst their peers.
14. The library organises various competitions such as Storytelling, poetry reading and creating wall magazines etc.
15. It also holds book exhibitions and workshops on relevant topics etc.
16. There is a designated rack for the display of new books.
17. The library blog (library pggcg 42.blogspot.com) consolidates information and services provided by the library. It has links to external websites, question papers, syllabus and tutorials of the library.
18. The Facebook Page (librarypggcg42) of the library is regularly updated.

Extension Activities by Library:

**Storytelling Clubs: Friday Fables and 'Tell Tale Tuesday'** were initiated by the library under its extension services so that avid readers can get together on some regular basis to share the pleasure of listening and telling stories.

Storytelling is an art of narrating fiction and creating an imaginary world to enamour the audience, irrespective of age, class and gender. Storytelling has its own importance and essence in the world of literature. The clubs aim to inculcate reading habits among the students of the college. These kinds of storytelling clubs connect us emotionally to human feelings- pain, joy, heartache, love, etc. Storytelling helps us to identify ourselves with characters in a story and help us to relate to different cultures. The main purpose of the clubs was to provide insight into

the universal life experiences through stories and to explore the imaginative world created by the authors .

PGGCG42 Library,2 Chandigarh started its first storytelling club namely “Friday Fables” in February 2020 with a group of students and faculty members (Mr Mohit Verma and Dr Nidhi Rana) to read out a story of some prominent author in Hindi, followed by a discussion. The forum motivated the participants to read more stories. During the lockdown, the college started live streaming of the story narration every Friday at 6 pm through Facebook page (<https://www.facebook.com/pggcgff/> ). These stories are available on the Facebook page for the students and others to view, listen and share the content. The purpose of going live during lockdown was to bring joy by bringing home to them the narration of the stories by great writers.

Looking at the success of the Friday Fables, Tell-Tale Tuesdays, a forum to celebrate stories in English was stated . Dr Nidhi Rana initiated the forum on 13 October 2020 on the Facebook Page (<https://www.facebook.com/pggcgttt>). On every second and fourth Tuesday at 6 pm, a story is narrated by one of the club members. Stories create magic and a sense of wonder at the world. The huge success of storytelling clubs and this initiative is evident through following facts:

- Fifty stories have been read on Friday Fables and twenty-four stories have been narrated on Tell-Tale Tuesdays so far.
- Stories have been narrated by prominent people of the society which include authors like Tithi Dani, Veeru Sonekar, Soni Pandey, Monika Kumar, etc.; Educationists like Prof Deepika Kansal, Dr Gurmel Singh, Dr Manisha Gupta etc.; IAS officers like Madhvi Kataria, Film Artists like Madhurjeet Sarghi, Rekha Babbal, etc.
- People from all walks of life and all around the world view of the two Facebook pages. Thousands of story lovers follow the page and listen to the stories. The constant reach and activation of the pages also make it clear that the events have gained popularity over time.
- Requests from many narrators are received by the organisers who wish to participate on this forum. The active participation of the faculty in storytelling is also noteworthy.

- Storytelling clubs are catalysts in channelizing the interest of students in stories and reading. Reading habits of students have tremendously improved and many of the participants have unravelled their hidden talent of writing stories now.

**Evidence of Success:** More than 400-450 students visit the library daily for reading books, newspaper and magazines, issue - return, consultation of reference book and for internet browsing. The library blog is being visited by 20710 visitors. Students regularly participate in library activities.

**Problems faced:** Due to budget constraints, the library is not able to purchase books and related material as per the requirement. Moreover, more space is required to accommodate an ever increasing number of students. More staff is required to further enhance the timings of the library for the convenience of students especially the hostlers and the faculty.

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