

P/655/24

05/02/24

To

The Principal  
Shriji College  
University of Delhi  
Raj Garden  
New Delhi - 110027

Sub: Minutes of Academic committee & Workload committee  
meeting for Physical Education department.

Dear Sir,

Please find enclosed minutes of academic  
Committee and workload committee to discuss the  
proposal of Physical Education department for introduction  
of DSC & DSE courses in BA Program W-e.f. 2024-25.  
Kindly consider for records and necessary action.

Warm Regards

Smt.

Prof. Sushli Medan

(Chairman, Workload  
Committee)

A meeting of Academic committee and workload committee was held on 5<sup>th</sup> February 2024. at 12 noon in IQAC room. following members were present:

1. Dr. Suman Kharbanda (convener, Academic Committee) Suman
2. Prof. Surbhi Madan (convener, Workload committee) Surbhi
3. Dr. Deepika Yadav (Member, Academic Committee) Deepika Yadav
4. Dr. Vandana (Convener, Time Table Committee) Va
5. Dr. BABITA GUPTA (member, Workload committee) Bhakti
6. Dr. Renu Bawajia (Member, Academic Committee) Renu
7. Prof. Khurshid Khan — K. Khan
8. Mr. Rakash Yadav — Ryad

The committees met to discuss the application received from Physical Education department, proposing to introduce DSE (Discipline Specific Core Course) in semester I-IV and DSE (Discipline specific elective course) in sem V & VI of Physical Education in BA Program with effect from session 2024-25.

The committees are of the view that keeping in line with the spirit of NEP that encourages holistic development and multidisciplinary this proposal can be considered favourably. The committee recommends to offer this course as desired by Physical Education department, subject to approval from the university and concerned authorities.

Surbhi Suman K. Khan Va Renu Deepika Yadav

P/316/2024

23/01/24

Convenor, Academic Committee/  
Convenor, Workshop Committee  
(Admission Committee)

24/1/24

To  
The Principal  
Shivaji College  
University of Delhi

**Subject: Proposal for Introduction of Discipline Specific Core Course at Under Graduate level for students of BA (Prog.) by the department of Physical Education in the field of Multi Disciplinary studies (Major) in the upcoming session 2024-25.**

Sir

In accordance with the guidelines for Under -Graduate courses under N.E.P., the department wish to introduce a teaching paper i.e. Discipline Specific core Course (DSC), for students of BA (Prog.) Physical Education in the field of Multi Disciplinary studies (Major) in the upcoming session 2024-2025.

The details of the name of the paper along with credits and marking scheme of Discipline Specific core course is mentioned below:

S N o.	PROPOSED PAPER	SEMESTER	CREDITS	MARKING SCHEME
1.	-Structure and functions of sports bodies/ organizations (major)  -History and foundations of Physical Education (minor)	SEM I	<u>Total: 4 CREDIT</u> - Three Theory Papers Per Week = 3 Credits - One tutorial Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -CA: (40 Marks) -I A=(30Marks)
2	-Anatomy and Physiology (Major)  -Exercise Physiology (Minor)	SEM II	<u>Total: 4 CREDIT</u> - Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)
3	Sports Nutrition and Ergogenic Aids (Major)  Health Education (Minor)	SEM III	<u>Total: 4 CREDIT</u> - Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)
4	Correctives in Physical Education (Major)  Athletic Care and Rehabilitation (Minor)	SEM IV	<u>Total: 4 CREDIT</u> - Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)

5	Sports Sociology (Major)  Sports Psychology (Minor)	SEM V	<u>Total: 4 CREDIT</u> - Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)
6	Sports Kinanthropometry (Major)  Kinesiology (Minor)	SEM VI	<u>Total: 4 CREDIT</u> - Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)

The details of the name of the paper of Discipline Specific Elective course (DSE) are mentioned below:

S.No	PROPOSED PAPER	Semester	CREDITS	MARKING SCHEME
1.	-SPORTS TRAINING  OR  -STRENGTH AND CONDITIONING OR  -FITNESS FOR SENIOR CITIZENS	SEM V	<u>Total: 4 CREDIT</u> -Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)
2.	-RESEARCH METHODS IN PHYSICAL EDUCATION AND SPORTS OR  -PUBICATION ETHICS IN PHYSICAL EDUCATION AND SPORTS SCIENCES OR  -THESIS WRITING IN PHYSICAL EDUCATION AND SPORTS	SEM VI	<u>Total: 4 CREDIT</u> -Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)

**Enclosures:**

- Syllabus for Discipline Specific Core course (DSC): 21 sheets (Semester I to sem VI)

Thanking you

Yours sincerely

*Gaurav Goyal*  
23/01/2024

Dept. of Physical Education



## Minute of Meeting

Meeting of various Nodal officers (VAC, GE, SEC) along with Admission, workload and timetable conveners was held in principal committee room on 11<sup>th</sup> August 2023 at 11am.

Following members were present:

1. Prof. Suresh Madan (Admission committee convenor) *SMU*
2. Dr. Rekha Yadav (Workload committee member) *Ryad*
3. Prof. Rahul Singhal (VAC Nodal officer)
4. Dr. Renu Baweja (SEC Nodal officer) *Renu 11/8/23*
5. Dr. Vandana (Timetable convenor) *Vandana*

1. The papers for SEC and VAC offered by various departments were finalized in accordance with the infrastructure available. (List Attached)
2. One paper of SEC/VAC/GE may be offered by a department. The same shall apply for DSE paper of 3<sup>rd</sup> semester. College will not be able to provide additional infrastructure for extra paper/s.
3. Any VAC/SEC paper in a semester shall be taught by only one department.
4. Choices will be obtained by students for the above courses via google form.
5. A capping of up to 80 students in a paper will be applied while allotting these papers.

*Vandana*  
*Ryad*  
*SMU*

*List of SEC papers offered by the College  
2023-24*

S.No.	Name of the Subject/Paper title offered by your department.	Type of Paper	Semester	Department
1	Basic IT Tools	SEC	Semester - III	Computer Science
2	Documentation Presentation and Preparation Software	SEC	Semester - III	Physics
3	Negotiations and Leadership	SEC	Semester - III	Political Science
4	Reading the Archive	SEC	Semester - III	History
5	IT Skills and Data Analysis – II	SEC	Semester - III	Economics
6	Social Media Marketing	SEC	Semester - III	Commerce
7	Yoga in practice	SEC	Semester - III	Sanskrit
8	Business Communication	SEC	Semester - III	English
9	Chemistry of Cosmetics and Toiletries	SEC	Semester - III	Chemistry
10	IT Skills and Data Analysis – I	SEC	Semester - III	Mathematics
11	Srijanatamak Lekhan	SEC	Semester - III	Hindi
12	Exploring Medicinal Plants: From Cultivations to Applications	SEC	Semester - III	Botany

S.No.	Name of the Subject/Paper title offered by your department.	Type of Paper	Semester	Department
1	Basic IT Tools	SEC	Semester - I	Zoology
2	Programming with Python	SEC	Semester - I	Computer Science
3	Essentials of Python	SEC	Semester - I	Physics
4	Political communication and leadership	SEC	Semester - I	Political Science
5	PROSPECTING E-WASTE FOR SUSTAINABILITY	SEC	Semester - I	Biochemistry
6	Museum and Museology	SEC	Semester - I	History
7	Personal Financial Planning	SEC	Semester - I	Economics
8	Digital Marketing	SEC	Semester - I	Commerce
9	Yoga in practice	SEC	Semester - I	Sanskrit
10	Communication in Professional life	SEC	Semester - I	English
11	Chemistry lab operations and safety measures	SEC	Semester - I	Chemistry
12	Essential food nutrients	SEC	Semester - I	Chemistry
13	IT Skills and Data Analysis-1	SEC	Semester - I	Mathematics
14	Rangmanch	SEC	Semester - I	Hindi
15	Bioinoculants for Agriculture and Sustainable Development	SEC	Semester - I	Botany

P/8594/23  
09/08/23

### Minutes of Workload committee meeting

Workload committee meeting was held on 9<sup>th</sup> August 2023 at 11 am in committee room.

Following members were present:

1. Prof. Surbhi Madan (Chairman) SMB
2. Prof. Khurshid Khan - K.Khan
3. Dr. Vandana Vand
4. Mr Rakash Yadav - Ryadav

Following points were discussed.

1. The committee observed that overall workload of the college does not change. However, in some departments some ad-hocs/guests have left due to permanent appointment in other colleges.
2. The departments with no change in workload may continue with the faculty already teaching in previous semester.
3. As per data available, the college presently has the following teaching strength:

Permanent: 88

Ad-hoc: 77

Guest: 40

4. The following departments may be allowed to appoint the mentioned guest faculty in place of the ad-hocs/guests who have left :
  - Physics – 3 Guests
  - English – 4 Guests
  - Geography – 6 Guests
  - Political Science- 4 Guests
  - Hindi – 3 Guests
  - BBE – 1 Guest
  - Commerce- 2 Guests
  - Sanskrit- 2 Guests
5. The committee recommends that student strength should be strictly monitored for VAC, SEC and GE courses for smooth teaching-learning process.

SMB

K.Khan

Vand

Ryadav

Following workload has been calculated by workload committee for Semester 1, 3 and 5 for academic session 2023-24:

	Total Workload (hours)	Present Workload (hours)	Additional requirement (hours)	Additional requirement (number of teachers)
Business	101	66	35	2
Economics	136	116	20	1
Biochemistry	226	182	44	3
Botany	387	302	85	5
Chemistry	378	252	126	8
Commerce	143	92	51	3
Computer Science	205	160	45	3
Economics	247	188	59	4
English				
Environmental Studies	84	32	52	3
Geography	215	106	109	7
Hindi	250	194	56	4
History	174	128	40	3
Mathematics	297	316	-	-
Physical Education	33	30	3	0
Physics	340	218	122	8
Political Science	211	146	65	4
Sanskrit	110	64	46	3
Zoology	231	188	43	3
Sociology	19	16	3	0

Keeping in mind the sanction strength of teachers (194), the committee has recommended that the departments manage with the present faculty. However, the departments may be allowed to appoint the mentioned guest faculty in place of the ad-hocs/guests who have left.

*[Signature]*

*K. Khan*  
*Vander*

*[Signature]*



## Minute of Workload Committee

A meeting of the work-load Committee was held on 7/7/23 at 11am in the Committee room. The following members were present:

Dr. Surkhi Madan (convenor) Smm

Dr. Rakesh Yadav — Yadav

Mr. Mahendra Meena Mahendra

Prof. Khurshid Khan — K. Khan

The Committee scrutinised the work-load submitted by each department and removed the discrepancies of some departments. It was further decided <sup>that</sup> the upper limit of sections and number of students for the following papers would be:

Paper	Sec	No. of students
GE	2	70
VAC	1	50-100
SEC	2	60

It was decided that the remaining work-loads would be scrutinised in subsequent meetings.

P/8403/23

27/07/23

24.07.2023

To,

The Principal  
Shivaji College  
University Of Delhi  
New Delhi 110027

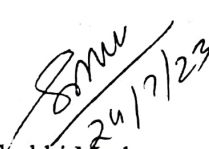
Sub: Submission of workload for odd semester 2023-24

Dear Sir,

This is to inform you that concluding meeting of Workload committee of Shivaji college to discuss and scrutinize the workloads of odd semester submitted by all departments, for the coming Academic year 2023-2024 was held on 24<sup>th</sup> July, 2023 in the Principal Committee room at 1:30 pm. The committee has scrutinized the workload of all Departments. We are hereby submitting the finalized workload of all Departments along with the minutes.

The guest appointments for the upcoming session may be made accordingly.

Your Sincerely

  
24/7/23  
Dr. Surbhi Madan,  
Convenor, Workload Committee

Attachments: ① Minutes of Workload Committee

② Workload calculated for odd sem 2023-24

③ Workloads submitted by departments, with corrections marked by the committee.

## Minutes of Workload committee meeting

Workload committee meeting was held on 24<sup>th</sup> July 2023 at 1:30 pm in committee room. This meeting was in continuation of the previous meeting held on 19<sup>th</sup> July 2023.

Following members were present:

1. Dr. Surbhi Madan (Convener) *SMB*
2. Prof. Khurshid Khan - *K.Khan*
3. Dr. Rakesh Yadav - *R.Yadav*
4. Mr. Mahendra kr. Meena *Mahendra*
5. Dr. Vandana, TT convener, *Vandana*

Following points were discussed.

1. The workloads of remaining departments were discussed and corrections made as per rule. For each department, workload in hours, (existing) hours being taught and the hours left (deficit) was tabulated. The departments may be allowed to make guest appointments in accordance with this table.
2. The committee was forwarded letters from TIC, Physical education department, dated 26<sup>th</sup> June 2023 and 17<sup>th</sup> July 2023, regarding request to introduce DSC, DSE and SEC papers in college. The committee is of the view that this matter doesn't come under the purview of the committee.

*K.Khan* *Mahendra* *R.Yadav*  
*SMB*  
24/7/23

## Workloads for odd semester 2023-24:

	Total	Existing	Deficit
Business Economics	94	66	28
Biochemistry	136	116	20
Botany	200	182	18
Chemistry	349	300	49
Commerce	352 328	268	64 60
Computer Science	125	92	33
Economics	188	160	28
English	214	198	16
Environmental Studies	84	32	52
Geography	191	106	85
Hindi	247	194	53
History	154	142	12
Mathematics	282	292	-10
Physical Education	30	30	0
Physics	318	218	100
Political Science	188	146	42
Sanskrit	106	64	42
Zoology	227	188	39
Sociology	22	16	6

*Signature*  
24/7/2023

*Signature*



P/8406/23  
27/07/23

Minutes of meeting of workload committee with SEC and VAC Nodal officers

A meeting of the workload committee was held with SEC and VAC committees' conveners on 24<sup>th</sup> July 2023 at 12:15 pm in college committee room.

Following members were present:

1. Prof. Khurshid Khan - K. Khan
2. Dr. Rakesh Yadav - R. Yadav
3. Dr. Surbhi Madan (convenor) S. Madan
4. Dr. Rahul Singhal (VAC Nodal officer) R. Singhal
5. Mr. Mahendra Kr. Meena - Mahendra
6. Dr. Renu Baweja (SEC, Nodal officer) Renu
7. Dr. Vandana, TT Convenor, Vandana

- 1) SEC and VAC Nodal officers' informed that each department will offer one paper of SEC and one paper of VAC in each semester.
- 2) It was also informed, that upto two sections will be made per paper depending upon actual student strength opting for the paper. The committee shall consider this while calculating the workload of all departments.

K. Khan Mahendra  
27/30/23  
24/7/23

Renu  
24/7/23  
( Nodal officer  
SEC )

R. Yadav

P/8405/23  
27/07/23

### Minutes of Workload committee meeting

Workload committee meeting was held on online ( Google Meet) 19<sup>th</sup> July 2023 at 10 am. This meeting was in continuation of the previous meeting held on 18<sup>th</sup> July 2023.

Following members were present:

1. Dr. Surbhi Madan (Convener) *SM*

2. Prof. Khurshid Khan *K.Khan*

3. Dr. Babita Gupta

4. Mr. Mahendra kr. Meena *Mahendra*

5. Mr. Rakesh Yadav *R.Yadav*

Following points were discussed.

1. The workloads of remaining departments were discussed and corrections made as per rules.

2. For the workloads of all departments following points were considered.

a) In the structure of UGCF, in Semester 3 students will have to choose between DSE and GE. For this purpose, all departments have to offer both GE and DSE in Semester 3. However, students will get divided in these sections. So, one section each for GE and DSE for each department is being considered in workload calculation.

b) As per the notification of University of Delhi, dated 16<sup>th</sup> May 2023, the above mentioned GE and DSE paper will be taught subject to a minimum of 20 students opting for that paper.

c) The committee suggested that students should be apprised of the eligibility for pursuing post-graduation in a subject other than the core subject in terms of minimum number of papers studied at undergraduate level, so that the student accordingly chooses between DSE and GE. This may be accomplished by adding a note in the google form, at the time of seeking the choice from a student for these papers.

3. Keeping the infrastructural limitations in view, the committee is of the view that there needs to be a capping on number of sections of SEC/VAC being offered by each department. Further, to implement this, a system needs to be in place for allotment of these papers to students. The committee will seek a meeting with the principal, SEC and VAC convener to discuss these matters.

*K.Khan Mahendra*

*R.Yadav*

*SM*

P/8404/23  
27/07/23

### Minutes of workload committee meeting

Workload committee meeting was held on 18<sup>th</sup> July 2023 at 11 am in committee room. This meeting was in continuation of the previous meeting held on

Following members were present:

1. Dr. Surbhi Madan (Convener) *SM*
2. Prof. Khurshid Khan - *K. Khan*
3. Dr. Babita Gupta
4. Mr. Mahendra kr. Meena *Mahendra*
5. Mr. Rakash Yadav - *Rakash*

The committee deliberated on the workloads of more departments and made some corrections as per rules. Keeping in view the lab capacity and other infrastructural compulsions, it was decided that for SEC and VAC papers, per 45 students one batch would be made for practicals to be held in computer lab whereas in other science courses, one batch would be made for a strength of 30 students. It was decided remaining departments' workload would be discussed in subsequent meeting.

*Mahendra*

*K. Khan*

*Rakash*

*SM*  
24/7/23

P/8407/23 Minute of Workload Committee  
 A meeting of the work-load Committee was held on 7/7/23 at 11am in the Committee room. The following members were present:

Dr. Surbhi Madan (Convener) Sm  
 Dr. Rakesh Yadav — Yadav  
 Mr. Mahendra Meena Meena  
 Prof. Khurshid Khan — K. Khan

The Committee scrutinised the work-load submitted by each department and removed the discrepancies of some department. It was further decided that the upper limit of sections and number of students for the following papers would be:

Paper	Sec	No. of students
GE	2	70
VAC	1	50-100
SEC	2	60

It was decided that the remaining work-loads would be scrutinised in subsequent meetings.



A meeting of Academic committee and workload committee was held on 5<sup>th</sup> February 2024 at 12 noon in IQAC room. following members were present:

1. Dr. Suman Kharbanda (convener, Academic Committee) Suman
2. Prof. Surshi Madan (convener, workload committee) Sonu
3. Dr. Deepika Yadav (Member, Academic Committee) Deepika Yadav
4. Dr. Vandana (Convener, Time Table Committee) Va
5. Dr. BABITA GUPTA (member, workload committee) Bluh
6. Dr. Renu Bawajia (Member, Academic Committee) Renu
7. Prof. Khurshid Khan — K. Khan
8. Mr. Rakash Yadav — Ryad

The committees met to discuss the application received from Physical Education department, proposing to introduce DSE (Discipline Specific Core Course) in semester I-VI and DSE (Discipline specific elective course) in sem II & VI of Physical Education in BA Program with effect from session 2024-25.

The committees are of the view that keeping in line with the spirit of NEP that encourages holistic development and multidisciplinary this proposal can be considered favourably. The committee recommends to offer this course as desired by Physical Education department, subject to approval from the university and concerned authorities.

Ryad Bluh Sonu K. Khan Va Renu Deepika Yadav

To  
The Principal  
Shivaji College  
University of Delhi

**Subject: Proposal for Introduction of Discipline Specific Core Course at Under Graduate level for students of BA (Prog.) by the department of Physical Education in the field of Multi Disciplinary studies (Major) in the upcoming session 2024-25.**

Sir

In accordance with the guidelines for Under -Graduate courses under N.E.P., the department wish to introduce a teaching paper i.e. Discipline Specific core Course (DSC), for students of BA (Prog.) Physical Education in the field of Multi Disciplinary studies (Major) in the upcoming session 2024-2025.

The details of the name of the paper along with credits and marking scheme of Discipline Specific core course is mentioned below:

S N o.	PROPOSED PAPER	SEMESTER	CREDITS	MARKING SCHEME
1.	-Structure and functions of sports bodies/ organizations (major)  -History and foundations of Physical Education (minor)	SEM I	<u>Total: 4 CREDIT</u> - Three Theory Papers Per Week = 3 Credits - One tutorial Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -CA: (40 Marks) -I A=(30Marks)
2	-Anatomy and Physiology (Major)  -Exercise Physiology (Minor)	SEM II	<u>Total: 4 CREDIT</u> - Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)
3	Sports Nutrition and Ergogenic Aids (Major)  Health Education (Minor)	SEM III	<u>Total: 4 CREDIT</u> - Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)
4	Correctives in Physical Education (Major)  Athletic Care and Rehabilitation (Minor)	SEM IV	<u>Total: 4 CREDIT</u> - Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)

5	Sports Sociology (Major)  Sports Psychology (Minor)	SEM V	<u>Total: 4 CREDIT</u> - Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)
6	Sports Kinanthropometry (Major)  Kinesiology (Minor)	SEM VI	<u>Total: 4 CREDIT</u> - Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)

The details of the name of the paper of Discipline Specific Elective course (DSE) are mentioned below:

S.No	PROPOSED PAPER	Semester	CREDITS	MARKING SCHEME
1.	-SPORTS TRAINING  OR  -STRENGTH AND CONDITIONING  OR  -FITNESS FOR SENIOR CITIZENS	SEM V	<u>Total: 4 CREDIT</u> -Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)
2.	-RESEARCH METHODS IN PHYSICAL EDUCATION AND SPORTS  OR  -PUBLICATIO N ETHICS IN PHYSICAL EDUCATION AND SPORTS SCIENCES  OR  -THESIS WRITING IN PHYSICAL EDUCATION AND SPORTS	SEM VI	<u>Total: 4 CREDIT</u> -Three Theory Papers Per Week = 3 Credits - Two Practical Periods per Semester = 1 Credits	<u>TOTAL MARKS: 160</u> -Theory: (90 Marks) -Practical: (40 Marks) -I A=(30Marks)

**Enclosures:**

- Syllabus for Discipline Specific Core course (DSC): 21 sheets (Semester I to sem VI)

Thanking you

Yours sincerely

*Gaurav Goel*  
23/01/2024

Dept. of Physical Education