

**N.K.T. NATIONAL COLLEGE OF EDUCATION FOR WOMEN**

**(Autonomous)**

03.05.2019

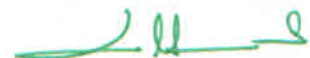
**NOTICE**

We wish to inform you that the Planning and Evaluation Committee Meeting of N.K.T. National College of Education (Autonomous) will be held on 10<sup>th</sup> May, 2019 at 2.30 p.m. in our College premises to discuss the items cited under agenda.

**AGENDA**

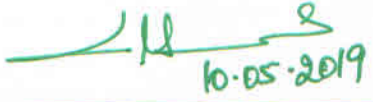


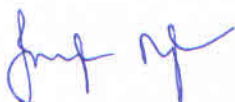

1. Prayer
2. Confirmation of Minutes of the previous meeting held on 4<sup>th</sup> July, 2018
3. Presentation and evaluation of the activities of the College conducted during the academic year 2018-2019
4. Discussion on Planning for the activities to be conducted for the academic year 2019-2020
5. Any other

Kindly attend the meeting and render your valuable suggestions



**PRINCIPAL**  
**N.K.T. NATIONAL COLLEGE OF**  
**EDUCATION FOR WOMEN**  
**(AUTONOMOUS),**  
**TRIPPLICANE, CHENNAI-600 005.**

Attendance pertaining to the Examination Committee Meeting of the College which is held on Monday, 10<sup>th</sup> May, 2019 at 2.30 p.m. in our College premises

S.No:	Name and Designation	Signature
1.	Dr. S. Chamundeswari Principal	 10.05.2019
2.	Dr. N. Kalai Arasi Associate Professor of Computer Science Education	
3.	Dr. S. Malathi Associate Professor of Education	
4.	Dr. V. Jayashree Priyadharsini Assistant Professor of Biological Science-Education	
5.	Mrs. A.H. Komala, Assistant Professor of Economics- Education	

**N.K.T. NATIONAL COLLEGE OF EDUCATION FOR WOMEN**

**(Autonomous)**

**MINUTES**

**PLANNING AND EVALUATION COMMITTEE MEETING**

The Planning and Evaluation Committee met on 10<sup>th</sup> May, 2019 at 2.30 p.m. at the Principals Office to evaluate the activities conducted in the College during the academic year 2018-2019 and to plan for the forthcoming academic year 2019-2020.

**Members Present**

- |                      |   |                                  |
|----------------------|---|----------------------------------|
| Dr. S. Chamundeswari | - | Principal                        |
| Dr. N. Kalai Arasi   | - | Controller of Examinations       |
| Dr. S. Malathi       | - | Associate Professor of Education |

The Meeting started with an invocation

**Confirmation of Minutes of the previous meeting held on 4<sup>th</sup> July, 2018**

The minutes of the previous meeting held on 4<sup>th</sup> July, 2019 was unanimously confirmed and approved by the members of the Planning and Evaluation Committee.

**Presentation and evaluation of the activities of the College conducted during the academic year 2018-2019**

The Principal of the College, Dr. S. Chamundeswari, presented before the Committee the Report of the Activities of the College conducted during the academic year 2018-2019. The members of the Committee carefully evaluated the activities planned and conducted under the heads, (i) Curricular Aspects, (ii) Teaching-Learning and Evaluation, (iii) Research, Consultancy and Extension, (iv) Infrastructure and Learning Resources, (v) Student Support and Progression, (vi) Governance and Leadership and (vii) Innovative Practices.

After discussion the Committee suggested for conducting workshops like Development of Question Bank for Semesters-II & IV to be conducted during the month of October as it would give adequate time to proof read and finalize the Question Bank before the commencement of Semester-II & IV.

The Committee also recommended of Computer Lab as water seepage during rainy seasons is causing a lot of damage to the laboratory. Further as the toilets in the College need to be renovated and UGC Funds available for renovation will not be sufficient, the Committee recommended to seek the help of the Management and also to approach NGOs.

The Committee also recommended more activity as Extension Programmes.

The Committee unanimously approved the activities carried out during the academic year 2018-2019 and placed on record their appreciation to the Principal, Teaching and Non-teaching staff for commitment and co-operation.

Principal expressed her gratitude to the Management, Tamil Nadu Teachers Education University (TNTEU), University Grants Commission (UGC), National Council for Teacher Education (NCTE), Tamil Nadu State Government, Regional Joint Director Office (RJD), Directorate of Collegiate Education and Tamil Nadu State Council for Higher Education (TANSCH) and Members from other Educational Institutions for all their unconditional support and guidance.

### **Discussion on Planning for the activities to be conducted for the academic year 2019-2020**

Principal presented the plan of action chalked out in accordance to the budget submitted to University Grants Commission after the being approved in the Finance Committee Meeting held on 25<sup>th</sup> April, 2019 and Autonomous College Governing Body held on 7<sup>th</sup> May, 2019.

- To organize and conduct the following programmes:

- UGC Autonomous Grant-Examination Reforms: Workshop on Development of Question Bank (Semesters-II & IV)
  - UGC Autonomous Grant Orientation and Re-training of Teachers: A Three Day Training in Multivariate Statistical Analysis for Teacher Educators and Prospective Research Scholars
  - UGC Autonomous Grant Workshops and Seminars: A Two Day Seminar on Cyber Crime Awareness
  - UGC Autonomous Grant Capacity Building: Equipping Teachers with Life Span Counselling Techniques
  - UGC Autonomous Grant Area Study Programmes for the benefit of the Community.
  - UGC Autonomous Grant Guest Lectures
- To organize activities under different Clubs of the College
  - To organize Invited Talks pertaining to celebrations and activities of various Committees.
  - To initiate NKT Centre for Excellence and NKT Centre for Outreach
  - To undertake Renovation of Computer Laboratory using funds allocated by UGC
  - To initiate Additional Renovation and Repairs with the help of Management and other Non-governmental Organizations.
  - To send an appeal to the Director, Directorate of Collegiate Education for seeking their approval for the additional teaching and non-teaching posts as per the enhanced work load due to the increase in duration from one year to two years.
  - To request the UGC to expedite the sanctioning of funds for the construction purposes (extension of Kamala Nehru Hostel and Indoor and Outdoor Stadium).

The Committee unanimously approved of the plans for the coming academic year 2019-2020.

The meeting came to an end with a note of thanks.