

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

(Autonomous)

Triplicane, Chennai – 600 005

MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL

2nd December, 2020

Minutes of the meeting of the Internal Quality Assurance Cell of N.K.T. National College of Education for Women, held on 2nd December 2020, at 3.30 p.m.

Members Present

Chairperson

Dr. S. Chamundeswari
Principal

Senior Administrative Officer

Mrs. Nalam Arul Poomani,
Assistant

Mrs. V. Pattammal
Jr. Assistant

Senior Faculty Members

Dr. N. Kalai Arasi
Associate Professor of Computer
Science Education

Mrs. V. Jayashree Priyadharshini
Assistant Professor of Biological
Science-Education

Ms. P. Sangeetha
Assistant Professor of English-
Education

Mrs. A.H. Komala
Assistant Professor of Economics-
Education

Mrs. T. Anitha Devi
Assistant Professor of Mathematics-
Education

	Dr. T. Sahaya Salla Assistant Professor of Tamil- Education
	Dr. Deepa Edwin Assistant Professor of Physical Science - Education
Member of the Management Committee	Dr. M. Arumugam Secretary
Nominees from Local Society	Dr. S. Devashayam Selvakumar, Principal Meston College of Education, Chennai
	Dr. Joseph Catherine Principal Stella Matutina College of Education, Chennai
Nominees from Students	B.Ed. Student – A. Divya M.Ed. Student-S. Praveena
Nominees from Alumni	Dr. S. Vasanthi Principal (Rtd.) NKT National College of Education for Women, Chennai
	Dr. K. Sai Kumari Assistant Professor of Biological Science Education, IASE, Saidapet
Stake Holders	Mrs. V. Shylasree Headmistress N.K.T. National Girls Higher Secondary School, Triplicane Chennai
	Mr. S. Venkatadhri N.K.T. Boys' High School, Triplicane Chennai
Member Co-ordinator, IQAC	Dr. S. Malathi Associate Professor of Education

Prayer

The meeting of the Second Quarterly of the Internal Quality Assurance Cell for the academic Year 2020-2021 of the College started with the prayer. The Principal of the College welcomed the members present.

Confirmation of Minutes

Principal presented the minutes of the previous meeting held on 25th September 2020. The members unanimously resolved to approve and pass the minutes and it was confirmed.

Presentation of the Report of the Peer Reviewed Internal Academic and Administrative Audit for the Academic Year 2019-2020 submitted by the Internal Quality Assurance Cell Expert Team on 2nd September 2020.

Principal presented before the Committee the Report of the Peer Reviewed Internal Academic and Administrative Audit for the Academic Year 2019-2020 submitted by the Internal Quality Assurance Cell Expert Team on 2nd September 2020.

The Members highly appreciated the Principal and her team for meticulously planning and implementing all activities of the College according to the Plan of Action approved by appropriate bodies.

The Principal thanked the Members of the IQAC Expert Team for auditing all academic and administrative proceedings and submitting a detailed report. She also thanked the Team of Faculty Members and the Non-Teaching Staff for all their cooperation and contribution towards the smooth running of the Institution.

Presentation of the Second Quarterly Report of the College (September-November, 2020)

The Principal presented before the Committee a detailed Report of the Second Quarterly Activities of the College for the period September-November 2020.

All programmes were organized Online on virtual platforms for the benefit of the Faculty Members and students. Principal invited Faculty Members to give a short review of the programmes they had organized and the Student Representatives were

invited to give their opinion on the programmes. Students expressed their satisfaction of the programmes organized by the College and also showed interest to be a part of more programmes to be organized in the future.

Discussion on the Activities scheduled for the period December 2020-February 2021

The activities planned till end of February 2021 was discussed. It was planned to organize and conduct the following programmes:

- Conduct of all Meetings-Admission Committee, Purchase Committee, Student Welfare Committee, Anti-Ragging Committee & Staff Meetings
- Revision & Semester Examinations
- Online Programmes
- Organize Club Activities

The members of the Internal Quality Assurance Cell of the College unanimously approved the activities conducted for the Second Quarter (September-November 2020) and the activities scheduled for the Third Quarter (December 2020-February 2021).

Any other

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