

N.K.T.NATIONAL COLLEGE OF EDUCATION FOR WOMEN
(Autonomous)
Triplicane, Chennai – 600 005

15.10.2018

NOTICE

We wish to inform you that the Internal Quality Assurance Cell Meeting of N.K.T. National College of Education for Women (Autonomous) will be held at on 24th October, 2018 at 10.30 am. in our College premises to discuss the items cited under agenda.

AGENDA

1. Prayer
2. Confirmation of minutes of the previous meeting held on 4th July, 2018
3. Presentation of First Quarterly Report of the College (July-September, 2018)
4. Discussion on the Activities to be conducted until 31st of December, 2018
5. Any other

Kindly attend the meeting and render your valuable suggestions.


15.10.2018

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

Attendance pertaining to the Internal Quality Assurance Cell Meeting of the College which is held on Wednesday, 24th October, 2018 at 10.30 a.m. in our College premises

S.No.	Name and Designation	Position	Signature
1	Dr. S. Chamundeswari, Principal	Chairperson	
2	Mrs. Nalam Arul Poomani, Assistant	Administrative Officer	
3	Mrs. V. Pattammal, Junior Assistant	Administrative Officer	
4	Dr. N. Kalai Arasi Associate Professor of Computer Science -Education	Faculty Member	ABSENT
5	Dr. V. Jayashree Priyadharshini, Assistant Professor of Biological Science-Education	Faculty Member	
6	Ms. P. Sangeetha, Assistant Professor of English-Education	Faculty Member	
7	Mrs. A.H. Komala, Assistant Professor of Economics- Education	Faculty Member	
8	Mrs. T. Anitha, Assistant Professor of Mathematics-Education	Faculty Member	
9	Dr. T. Sahaya Saila, Assistant Professor of Tamil-Education	Faculty Member	
10	Dr. M. Arumugam, Secretary	Management Member	
11	Dr. S. Devasahayam Selvakumar, Principal, Meston College of Education, Chennai	Nominee from Local Society	
12	Dr. Joseph Catherine Principal, Stella Matituna College of Education, Chennai	Nominee from Local Society	
13	Ms. Anjitha Muralidharan	Nominee from Students (B.Ed.)	
14	Mrs. D. Jhansi	Nominee from Students (M.Ed.)	
15	Dr. S. Vasanthi, Principal (Rtd.), NKT National College of Education for Women, Chennai.	Nominee from Alumini	
16	Dr. K. Sai Kumari, Assistant Professor of Biological Science-Education, Institute of Advanced Study in Education, Saidapet, Chennai.	Nominee from Alumini	ABSENT
17	Dr. S. Malathi, Associate Professor of Education	Member Co-ordinator, IQAC	

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MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

Wednesday

24th October 2018

10.30.a.m.

AGENDA

1. Prayer
2. Confirmation of minutes of the previous meeting held on 4th July, 2018
3. Presentation of First Quarterly Report of the College (July-September, 2018)
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MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL

24th October, 2018

Minutes of the meeting of the Internal Quality Assurance Cell of N.K.T. National College of Education for Women, held on 24th October, 2018 at 10.30 a.m.

Members Present

Chairperson	Dr. S. Chamundeswari Principal
Administrative Officers	Mrs. Nalam Arul Poomani Assistant Mrs. V. Pattammal Junior Assistant
Faculty Members	Dr. V. Jayashree Priyadharsini 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 Assistant Professor of Mathematics- Education Dr. T. Sahaya Saila Assistant Professor of Tamil- 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 Matituna College of
Education
Chennai

Nominees from Students

Ms. Anjitha Muralidharan
B.Ed. Student

Mrs. D. Jhansi
M.Ed. Student

Nominees from Alumini

Dr. S. Vasanthi
Principal (Rtd.)
NKT National College of Education
for Women, Chennai

Member Co-ordinator, IQAC

Dr. S. Malathi
Associate Professor of Education

Prayer

The meeting of the First Quarterly Meeting of Internal Quality Assurance Cell for the Academic Year 2018-2019 of the College started with the prayer. The Principal of the College welcomed the members present.

Confirmation of Minutes:

The members unanimously resolved to approve and pass the minutes of the IQAC meeting held on 4th July, 2018 at 02.30 p.m.

Apology of Absence

Apology of absence was accorded to Dr. V. Jayashree Priyadharshini Assistant Professor of Biological Science-Education, N.K.T. National College of Education for

Women, Chennai and Dr. K. Sai Kumari, Assistant Professor, Institute of Advanced Study in Education, Saidapet, Chennai.

Report by the Principal

The Principal of the College highlighted the academic and other extension activities of the College carried out for the period July-September 2018. Members after careful observation of the presentation made by the Principal and discussed and unanimously placed on record their appreciation and encomium to the Principal and her team for their excellent work which has facilitated the College to accomplish their aims and objectives.

Discussion on the Plan of Action for the year 2018-2019


The activities planned until December 2018 was discussed.

- To organize and conduct the following programmes:
 - Capacity Building Programme for Teacher Educators-1st & 2nd November 2018
 - Computer Security Day-30th November
 - Community Development Programme: Awareness on Child Trafficking-1st week of December under Development of Area Study and Extension Activities.
 - Rally for a Save a Girl Child: Save Me.
- The members suggested development of Question Banks for B.Ed & M.Ed courses utilizing UGC Autonomous Fund allotted for Examination Reforms. They also recommended to include more number of application based questions in the Question Banks and also to make the Question Banks be available to both the Teacher Educators and Student-teachers by posting in separate secured website.
- Nominee from local society Dr. S. Devashayam Selvakumar suggested to include Ph.D viva-voce external examiners names with full address in the report.

Any other

- To send an appeal to the Director, Directorate of Collegiate Education for seeking approval for the additional teaching and non-teaching posts as per the enhanced work load due to the increase in duration of B.Ed. and M.Ed. Programmes from one year to two years.

The meeting concluded with a note of thanks to the chair.


24.10.2018
PRINCIPAL
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