

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

**(Autonomous)**

**Triplicane, Chennai – 600 005**

23.01.2019

**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 31<sup>st</sup> January, 2019 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 24<sup>th</sup> October, 2018
3. Presentation of Second Quarterly Report of the College (October-December, 2018)
4. Discussion on the Activities to be conducted until 31<sup>st</sup> of March, 2019
5. Any other




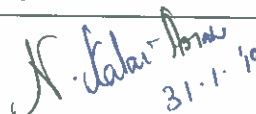






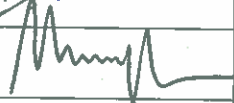






Kindly attend the meeting and render your valuable suggestions.

  
23.01.2019

**PRINCIPAL**

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

Attendance pertaining to the Internal Quality Assurance Cell Meeting of the College which is held on Thursday, 31-01-2019 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. Pattamal, Junior Assistant	Administrative Officer	
4	Dr. N. Kalai Arasi Associate Professor of Computer Science -Education	Faculty Member	
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 Saira, Assistant Professor of Tamil-Education	Faculty Member	
10	Dr. Deepa Edwin, Assistant Professor of Physical Science Education	Faculty Member	
11	Dr. M. Arumugam, Secretary	Management Member	
12	Dr. S. Devashayam Selvakumar, Principal, Meston College of Education, Chennai	Nominee from Local Society	
13	Dr. Joseph Catherine, Principal, Stella Matituna College of Education, Chennai	Nominee from Local Society	ABSENT
14	Ms. Anjitha Muralidharan	Nominee from Students (B.Ed.)	
15	Mrs. D. Jhansi	Nominee from Students (M.Ed.)	
16	Dr. S. Vasanthi, Principal (Rtd.), NKT National College of Education for Women, Chennai.	Nominee from Alumini	
17	Dr. K. Sai Kumari, Assistant Professor of Biological Science-Education, Institute of Advanced Study in Education, Saidapet, Chennai.	Nominee from Alumini	
18	Dr. S. Malathi, Associate Professor of Education	Member Co-ordinator, IQAC	

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

**MEETING OF THE INTERNAL QUALITY ASSURANCE CELL**

Wednesday

31<sup>st</sup> January, 2019

10.30.a.m.

**AGENDA**

1. Prayer
2. Confirmation of minutes of the previous meeting held on 24<sup>th</sup> October, 2018
3. Presentation of First Quarterly Report of the College (October-December, 2018)
4. Discussion on the Activities to be conducted until 31<sup>st</sup> of March, 2019
5. Any other

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**MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL**

**31<sup>st</sup> January 2019**

Minutes of the meeting of the Internal Quality Assurance Cell of N.K.T. National College of Education for Women, held on 31<sup>st</sup> January 2019, at 10.30a.m.

**Members Present**

**Chairperson**

Dr. S. Chamundeswari  
Principal

**Senior Administrative Officer**

Mrs. Nalam Arul Poomani  
Assistant

Mrs. V. Pattammal  
Jr. Asistant

**Senior Faculty Members**

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

Dr. 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 Saila  
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

**Nominees from Students**

Ms. Anjitha Muralidharan  
B.Ed. Student

Mrs. D. Jhansi  
M.Ed. Student

**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

**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 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 the 24<sup>th</sup> October, 2018 at 10.30 a.m. and it was confirmed.

**Apology of Absence**

Apology of absence was accorded to Dr. Joseph Catherine, Principal, Stella Matituna College of Education.

## **Report by the Principal**

The Principal presented before the Committee a detailed Report of the Second Quarterly Activities of the College for the period October-December, 2018. Dr. K. SaiKumari suggested to organize workshops to prepare natural compost and preparation of conventional sanitary napkins by inviting women entrepreneurs from self-help groups utilizing the Autonomous Fund 2018-2019 (Community Development).

The members placed on record their appreciation to the Principal and her team for planning and executing all the programmes and for facilitating to achieve the objectives.

### **Discussion on the Activities scheduled for the period January to April 2019**


The activities planned till end of April 2019 was discussed. It was planned to organize and conduct the following programmes:

- Under the head of Orientation and Retraining of Teachers (UGC Autonomous Fund 2018-2019) it is proposed to conduct Workshop on Enhancing Cyber Competencies for Teacher Educators and Prospective Research Scholars on January 28<sup>th</sup> and 29<sup>th</sup>.
- Under Examination Reforms (UGC Autonomous Grant 2018-2019) it is proposed to organize a Workshop on Development of Question Bank for the B.Ed. and M.Ed. (Semesters-I & III syllabus)
- For the effective outcome of the Question Bank a Preliminary Workshop to be conducted prior to the Main Workshop.
- Preliminary talk to Collaborate with the Tata Institute of Social Sciences (TIIS), Mumbai for sustaining quality and innovations in Teacher Education
- Guest Lectures for preparing students to face Psychological and Social issues, and to build in confidence to face campus Interview.
- CRE Programme for Special Education Teachers to be organized on 27<sup>th</sup> and 28<sup>th</sup> February 2019.
- Arrange for Campus Interview by inviting reputed schools
- Celebrate Science Day on 28<sup>th</sup> February, 2019.
- Conduct Sports Day on 6<sup>th</sup> March 2019.
- Celebrate College Day on 9<sup>th</sup> March 2019.
- Conduct 50<sup>th</sup> Convocation Ceremony for the B.Ed Student-teachers of 2015-2017 batch on 16<sup>th</sup> March 2019.

- Practical Exam for the second year students is scheduled on 25<sup>th</sup> March 2019 and followed by Revision exam on 27<sup>th</sup> March 2019.
- Semester Exam for the second year Student -teachers is planned from 10<sup>th</sup> April 2019.
- Practical exam for the first year Student-teachers is planned on 5<sup>th</sup> April 2019 and Revision exam from 22<sup>nd</sup> April 2019.

**Any other:**

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

  
PRINCIPAL 31.01.2019  
N.K.T. NATIONAL COLLEGE OF EDUCATION  
FOR WOMEN (AUTONOMOUS)  
TRIPPLICANE, CHENNAI-600 005.