

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

(Autonomous)

24.08.2020

NOTICE

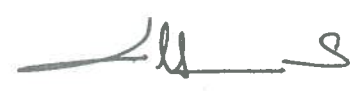
We wish to inform you that the Planning and Evaluation Committee Meeting of N.K.T. National College of Education (Autonomous) will be held in Online Platform on 26th August, 2020 at 2.30 p.m. through a virtual platform to discuss the items cited under agenda.

AGENDA

1. Prayer
2. Confirmation of Minutes of the previous meeting held on 10th May, 2019
3. Presentation and evaluation of the activities of the College conducted during the academic year 2019-2020
4. Discussion on Planning for the activities to be conducted for the academic year 2020-2021
5. Any other

Kindly attend the meeting and render your valuable suggestions. The Link for the meeting will be shared at a later date.


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


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

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

(Autonomous)

MINUTES

PLANNING AND EVALUATION COMMITTEE MEETING

The Planning and Evaluation Committee met online on 26th August, 2020 at 2.30 p.m. to evaluate the activities conducted in the College during the academic year 2019-2020 and to plan for the forthcoming academic year 2020-2021.

Members Present

Dr. S. Chamundeswari	-	Principal
Dr. N. Kalai Arasi	-	Controller of Examinations
Dr. S. Malathi	-	Associate Professor of Education
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\
Ms. Sajeeda Parveen	-	B.Ed. Student Representative
Ms. Haleema Rahamath	-	M.Ed. Student Representative
Dr. K. Sai Kumari	-	Alumni Representative
Mrs. Seema Ramachandran	-	Employer Representative
Mrs. V. Shylasree	-	Teaching Internship School Representative
Mrs. V. Pattammal	-	Administrative Representative
Mr. R. Kannan	-	Administrative Representative

The Meeting started with a prayer and the Principal welcomed all the members present for the meeting. The new Student Representatives: Ms. Sajeeda Parveen and Ms. D. Jhansi and Mr. R. Kannan, Administrative Representative were introduced.

Confirmation of Minutes of the previous meeting held on 10th May 2019

The minutes of the previous meeting held on 10th May, 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 2019-2020

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 2019-2020. 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.

Principal appreciated all teaching Faculty members for raising up to the situation by updating their computer skills and conducting classes and organizing various online programmes for the benefit of the students and community.

The Committee unanimously approved the activities carried out during the academic year 2019-2020 and placed on record their appreciation to the Principal, Teaching and Non-teaching staff for commitment and co-operation for all activities of the College.

The Committee suggested programmes for enhancing the confidence and skills required for online classes among students as it has become the need of the hour. It was also suggested for increased association and interaction of the Alumni with students for better development.

Online Faculty Development Programmes for optimum and effective use of online tools for teaching and evaluation was suggested to be organized in the upcoming year.

Discussion on the Activities of the College for the Academic Year 2020-2021

Principal presented the plan of action chalked for the academic year 2020-2021 in accordance to the budget submitted to University Grants Commission after the being approved in the Finance Committee Meeting held on 8th August, 2020.

(i) Encourage Students, Faculty Members and Non-teaching Staff to undertake more number of MOOC Courses

(ii) Organize Online Workshops, Seminars, Capacity Building and Training Programmes for Students & Faculty Members

➤ Orientation and Re-training of Teachers (Rs. 20,000/-)

Justification: Teaching is always under the wave of metamorphosis, keeping in line with the needs of the society and the nation at large. Hence, teacher educators need to be doubly equipped with the recent trends in the field of Education. Furthermore, Orientation and Re-training programmes are conducted regularly to refresh the teacher educators.

In this context, A Two Day Online Training in Multivariate Statistical Analysis for Teacher Educators and Prospective Research Scholars is due to be conducted at our institution for the benefit of teacher educators and research scholars. Expenses will be incurred toward organizing, remuneration for resource persons, printing, compiling and other related work. An amount of Rs. 20,000/- has been allocated after careful assessment of the expenses to be incurred.

Workshops and Seminars (Rs. 20,000/-)

Justification: Conducting seminars and workshops regularly helps to replenish the faculty in topics of crucial importance. For the coming academic year, we have planned two online Seminars for students. (i) Building an Effective Online Classroom and (ii) Transformational Reforms in Higher Education. In this regard, we have set apart Rs.

20,000/- towards the expenses to be incurred for the smooth conduct of both the seminars for around 500 students.

➤ Examination Reforms (Rs. 20,000/-)

Justification: Blended learning is an approach to education that combines online educational materials and opportunities for interaction online with traditional place-based classroom methods. It requires the physical presence of both teacher and student, with some elements of student control over time, place, path, or pace. To suit to the current situation, this academic year, the examination unit has planned to revise the pattern of the question paper to incorporate Blended Evaluation for which Rs. 20,000/- has been estimated.

➤ Capacity Building of Teachers. (Rs.40,000/-)

Justification: Capacity building programmes for teachers focus on developing the requisite skills of teachers such that their professional career is further enhanced. Each year, such programmes are conducted for the benefit of the faculty. This academic year, a sum of Rs. 40,000/- is set apart for the smooth conduct of two online Capacity Building Programme for teachers in (i) Equipping Teacher Educators for e-Content Development and (ii) Enhancing Digital Skills of Teacher Educators. These programmes will help teachers to equip themselves with preparation for Online Teaching Programmes. The expenses will be toward remuneration, and documentation charges.

Guest Lectures(Rs. 20,000/-)

Justification: The vision of our Institution is to go beyond the syllabi and provide additional inputs to the students so as to enrich their educational experience. Hence, an amount of Rs. 20,000/- is allocated for conducting lectures by Resource Experts in the field of Education. This amount will go towards remuneration and documentation charges.

(iii) Persuade more number of Academic & Social Outreach Programmes for the benefit of the society

➤ Extension Activities (Rs.10,000/-)

Justification: While the benefits of e-learning are many, this overnight shift from offline to online study may affect both teaching and learning. Lack of engagement leaves students de-motivated. Schools offer a structured learning environment, which cannot be achieved when students are confined to their homes. This disrupts their usual learning patterns, often leaving them weary and confused. Further students do not feel motivated to complete their tasks when not surrounded by their peers. This is especially true for those below the age of 10, as keeping them engaged often requires one-on-one contact. Another major challenge that the transition to virtual learning has presented is keeping students stimulated. The comfort of home brings down productivity and many of them end up spending hours procrastinating. Teachers also find it difficult to provide individual feedback through digital platforms and email cannot substitute for a face-to-face discussion between teachers and students. Acknowledging the challenges of online Teaching & Learning is the first step to solving the problem. A Programme for School Teachers on Coping with Online Teaching Process has been chalked out and the cost has been estimated to Rs. 10,000/-

Development of Area Study Programmes. (Rs. 10,000/-)

Justification: Area study programmes are conducted every year to enlighten the neighbouring community on matters of quality living and healthy practices. This academic year, Rs. 10,000/- is directed towards the conduct of the Area Study Programmes. The topic likely to be dealt with during this programme will be equipping the community with the knowledge on Microfinance during Crisis Management.



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

(iv) Renovation and Repairs

The Committee further discussed on the fund allocation for Renovation and Repairs not leading to the Construction of a New Building (Rs. 2,50,000/-)

Justification: The B.Ed. Classroom in the Ground Floor attached to the Main College Block requires renovation as there is seepage of water and the cost of repair is estimated to be about Rs.2,50,000/-. As it is found difficult to conduct classes during rainy days, it is found very essential to renovate the classroom to facilitate student learning.

(v) To Collaborate more with other Educational Institutions and Industry

(vi) Implement Internship Embedded Degree Programmes (UGC-Recommendations, dt: 17-08-2020)

The members of the Planning and Evaluation Committee carefully scrutinized the plans for the academic year 2020-2021 and unanimously approved of all activities, renovation planned.

Any Other

The Stakeholders expressed their utmost satisfaction pertaining to curriculum and all activities of the College conducted during the academic year 2019-2020 and wishes for the activities planned for the upcoming year 2020-2021.

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 (TANSCHE) and Members from other Educational Institutions for all their unconditional support and guidance.

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



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



Dr. S. CHAMUNDESWARI,
PRINCIPAL
N.K.T. National College of Education
For Women (Autonomous)
Triplicane, Chennai-600 005.