

2018-2019

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 10th 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 4th 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



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MINUTES

PLANNING AND EVALUATION COMMITTEE MEETING

The Planning and Evaluation Committee met on 10th 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
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. S. Praveena	-	B.Ed. Student Representative
Ms. D. Jhansi	-	M.Ed. Student Representative
Dr. K. Sai Kumari	-	Alumni Representative
Mrs. Seema Ramachandran	-	Employer Representative
Mrs. V. Shylasree	-	Teaching Internship School Representative
Mrs. Nalam Arul Poomani	-	Administrative Representative
Mrs. V. Pattammal	-	Administrative Representative

The Meeting started with a prayer and the Principal, Dr. S. Chamundeswari, welcomed all the members present for the meeting and introduced the newly inducted members, Student Representatives: Ms. S. Praveena and Ms. D. Jhansi, Alumni Representative:

Dr. K. Sai Kumari, Assistant Professor of Biological Science-Education, IASE Saidapet Chennai, Employer Representative: Mrs. Seema Ramachandran, Principal, Janaki Ramachandran Kalalayam Higher Secondary School, Chennai, Teaching Internship School Representative: Mrs. V. Shylasree, Headmistress, NKT National Girls Higher Secondary School, Chennai, Administrative Representatives: Mrs. Nalam Arul Poomani, Typist and Mrs. V. Pattammal, Junior Assistant.

Confirmation of Minutes of the previous meeting held on 4th July, 2018

The minutes of the previous meeting held on 4th 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 Members of the Committee suggested increase in course duration and change in the pattern of evaluation for the M.Ed. and M.Phil. Programmes. It was discussed in detail and with the suggestions from all members it was decided to be discussed with Faculty members in Staff Meeting and carryout the suggestions for approval by appropriate higher bodies.

It was suggested to conduct two Common Cycle tests for the Bachelors and Master Programmes as a part of continuous Internal Assessment to monitor and assess student learning and attainment of learning outcomes and to develop Question Banks for the benefit of students in the B.Ed. and M.Ed. Programmes.

Student Representatives suggested to introduce course related to National Eligibility Test (NET) for the benefit of the students in the M.Ed. Programme and to enhance the use of latest available technology in the teaching-learning process facilitating better classroom interaction.

The Committee also recommended students to be more involved in Extension Programmes for the benefit of the community as it would also instill values of responsibility and sensitivity to the community among students.

The Committee also recommended renovation 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 mobilize funds with the help of Non-Governmental Organizations.

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 in all activities of the College.

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 being approved in the Finance Committee Meeting held on 25th April, 2019 and Autonomous College Governing Body held on 7th 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 and celebrations under different Clubs of the College;
 - To organize Invited Talks pertaining to celebrations and activities of various Committees;
 - To initiate NKT Centre of 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; and
 - 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 the plans for the coming academic year 2019-2020.



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Any Other

The Stakeholders expressed their utmost satisfaction pertaining to curriculum and all activities of the College conducted during the academic year 2018-2019 and wishes for the activities planned for the upcoming year 2019-2020.

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.

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



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