

N.K.T. NATIONAL COLLEGE OF EDUCATION FOR WOMEN
(Autonomous)

27.06.2018

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 4th July, 2018 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 28th April, 2017
3. Presentation and evaluation of the activities of the College conducted during the academic year 2017-2018
4. Discussion on Planning for the activities to be conducted for the academic year 2018-2019
5. Any other

Kindly attend the meeting and render your valuable suggestions


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 on 4th July, 2018 at 2.30 p.m. at the Principals Office to evaluate the activities conducted in the College during the academic year 2017-2018 and to plan for the forthcoming academic year 2018-2019.

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\

The Meeting started with an invocation

Confirmation of Minutes of the previous meeting held on 28th April, 2017

The minutes of the previous meeting held on 28th April, 2017 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 2017-2018

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 2017-2018. 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.

The Committee after careful scrutiny of the report of the College activities for the year 2017-2018 presented by the Principal, recommended capacity building programmes for the Non-teaching staff in office etiquette and basic computing skills.

Further the Committee also recommended the renovation of College Library using UGC Autonomous Grant, as water seepage during rainy seasons is causing a lot of damage to the library.

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.

Discussion on Planning for the activities to be conducted for the academic year 2018-2019

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 7th May, 2018 and obtaining approval from the President of the Autonomous College Governing Body.

➤ To organize and conduct the following programmes:

- Workshop on Health and Fitness for student – teachers
- Workshops on Unique Teaching Methods
- Training Programmes for skill development for student-teachers
- Capacity Building Programmes for the Teacher Educators: Enhancing Personal Effectiveness.
- Skill Based Training Programme for Teacher Educators.

- Capacity Building in Office Etiquette and Training in Basic Computing Skills for the non-teaching staff of our College.
 - Various community development programmes as a part of extension activities.
- To renovate College Library using UGC Autonomous Grant (2018-2019)
 - To procure required teaching aides and office furniture and equipments using UGC Autonomous Grant (2018-2019)
 - 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.
 - 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 of the plans for the coming academic year 2018-2019.

Any Other

It was suggested by the Principal inclusion of representation from Alumni, Employers, Teaching Internship Schools, Students and Non-Teaching Administrative Staff in the Planning and Evaluation Committee as their feedback are collected and suggestions are important for framing of curriculum, academic and academic related and outreach activities of the Institution. It was discussed and unanimously agreed to include representatives from Alumni, Employers, Head of Teaching Internship School and Administration.

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 (TANSCHÉ) 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.



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