

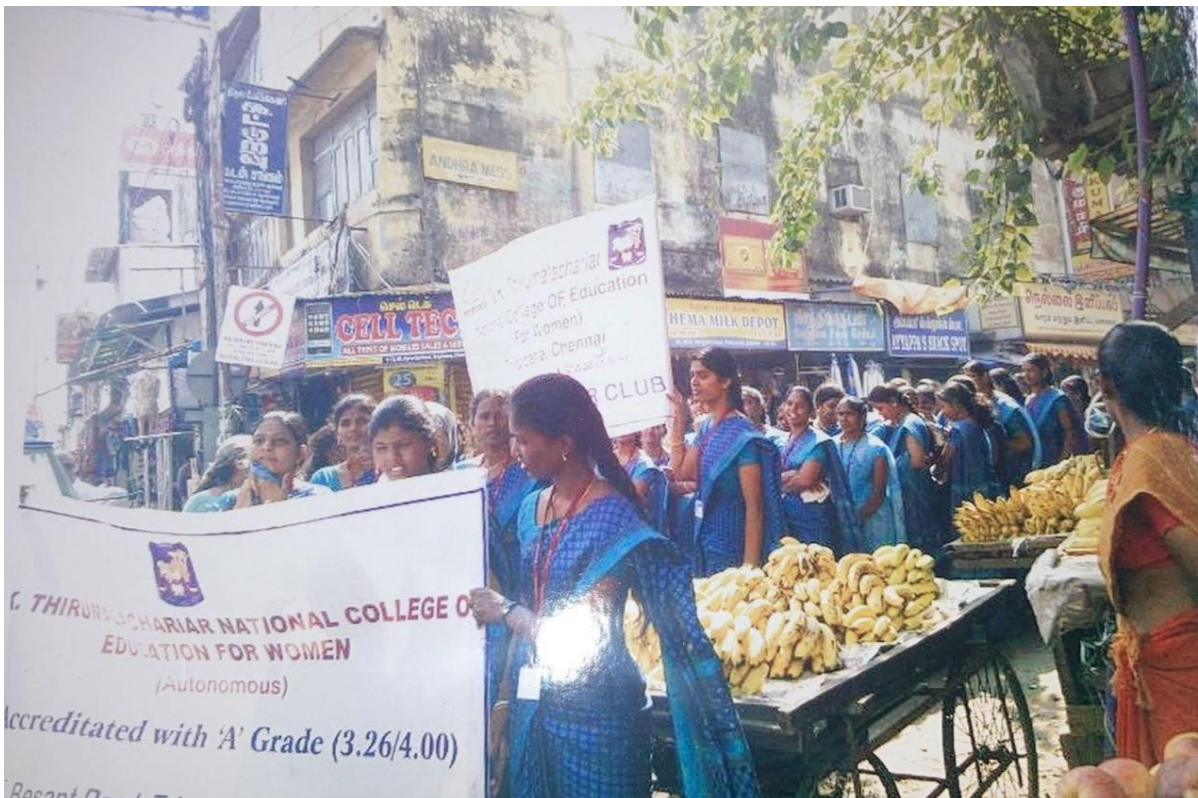


## **N.K.T. NATIONAL COLLEGE OF EDUCATION FOR WOMEN**

**(Autonomous)**

**No. 41, Dr. Besant Road,  
Triplicane, Chennai-600 005**

### **INSTITUTIONAL POLICY GUIDELINES FOR COMMUNITY EXTENSION & OUTREACH ACTIVITIES**



### **TRANSFORMING STUDENTS TO GLOBAL EDUCATORS**

**Approved by the College Committee in its Meeting held on 27<sup>th</sup> May 2019**

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# **Institutional Policy Guidelines for Community Extension & Outreach Activities**

## **1. Background**

N.K.T. National College of Education for Women established in the year 1966 by Sriman N.K. Thirumalachariar, a visionary and a philanthropist is situated at the heart of the Chennai city. Our College is housed in an area of 3.06 acres, where a model school is also attached. It has metamorphosed into a well-established, urban College catering to the educational needs of women from all sections of society and committed to its mission of empowering young women student-teachers to face life and its multifarious challenges at both personal and professional levels.

The College offers Graduate, Post Graduate and Research Programmes in Education with Autonomous status granted by the University Grants Commission in the year 1988, and has grown to greater heights as an Institution of higher learning in Teacher Education. In its continuous striving for excellence over decades, the Institution has been successful in achieving position “Second to None”, and has been upgrading its curricula and pedagogy on par with the global standards.

The College organizes various community extension and outreach activities to sensitize students to the needs of the community and to instill a strong belief in the core values of gender equality, human rights and ecology in order to make them socially responsible citizens.

## **2. Purpose**

The purpose of Policy for Community Extension and Outreach Activities is to strengthen the connection of the College to the key cultural, educational, social, economic and civic institutions as well as support collaborations through targeted outreach initiatives and joint projects involving staff, students and the community.

### **3. Objectives**

The main objectives of the Policy are to:

- (a) develop and advance community partnerships to benefit the community;
- (b) foster community relationship and maximize resource mobilization and utilization by actively partnering with community organizations in planning joint events, such as festivals, workshops, training seminars and programs of interest to the community;
- (c) enhance content, innovations and technologies developed by College and other stakeholders in order to improve community productivity;
- (d) collaborate with local and international stakeholders in promoting mutual community outreach programmes; and
- (e) utilize all media platforms to make the College community outreach programmes accessible to the society at large.

### **4. Community Extension and Outreach Committee**

There shall be a Community Extension and Outreach Committee consisting of the Principal, as the Chairperson, and (i) Coordinator appointed by the Principal, (ii) minimum of four Faculty members (iii) One Administrative Staff, (iv) two Student Alumni and Parent Representatives and a minimum of one co-opted member from the community.

The functions of the Community Extension and Outreach Committee are as follows.

- (i) Initiating of new and strengthen existing service learning events, co-curricular activities and outreach programmes;
- (ii) Building and developing outreach opportunities for staff and students to engage the community in advocacy;

- (iii) Developing and implementing community- based skills programmes;
- (iv) Establishing mechanisms to monitor implementation and recommend outreach best practices;
- (v) Responding appropriately to community outreach concerns and ensuring timely interventions with the approval of the Internal Quality Assurance Cell of the Institution;
- (iv) Engaging in resource mobilization for the community outreach activities; and
- (v) Ensuring provision of favourable environment through which technological knowledge, research skills and training expertise to share amongst the staff, students and the community.

## **5. Policy Guidelines for Community Extension and Outreach Activities**

- (i) College shall promote outreach activities and services through reliable and effective communication media.
- (ii) College shall support student and staff efforts to reach out to urban and rural communities.
- (iii) College shall ensure that all the content produced prior to, outside and during the collaboration with communities shall remain as the intellectual property of the Institution.
- (iv) College shall maintain regular communication to resolve any issues related to any community outreach programme.
- (v) The sustainability of community outreach programmes shall be considered important to ensure a lasting impact on the communities.

## 6. Responsibilities of the Institution

The Institutional Policy Guidelines for Community Extension and Outreach Activities shall be prepared by the Internal Quality Assurance Cell of the College.

The Policy shall be reviewed, once in three years, to ascertain the effectiveness of the feedback practices and to explore if any further change is to be made in the Policy to improve the existing practices.

The Policy shall be appraised and approved by the College Committee and implemented by the Principal.

Policy Confirmed by



Dr. M. Arumugam

Secretary

Policy Approved by



Dr. (Mrs.) Mano Bakthavatsalam

President