



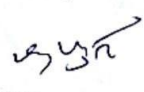
SATYAM COLLEGE OF EDUCATION, NOIDA

Minutes of meeting held on: 15th July, 2020

Agenda of the Meeting:

- Replacement of Dr Yogita Goel in members of cell
- NAAC related guidance and meetings
- Distribution of work to faculty

Members Attended:

1. Dr. Bineeta Agrawal (Chairperson)
2. Ms. Preeti Goel (Coordinator)
3. Ms. Neha Aggarwal (Member)
4. Mr. Pradeep Gupta
5. Mr.P.N Sharma
6. Mr. Pramod Chaudhary
7. Ms. Jyoti Mishra
8. Ms. Madhu Phull 
9. Ms. Vandana Verma
10. Dr. Jyotsna Kohli

Minutes of Meeting/Discussion:

1. All the members discussed upon the replacement of Ms Yogita Goel in IQAC and welcomed Dr Jyotsna Kohli in the members. The role and responsibilities were also explained to the new members by the chairperson and coordinator.
2. NAAC related work and tasks to be accomplished were discussed thoroughly among the members and it was decided that metrices will be divided among the faculty members to work upon.

Action Taken Report:

1. Notification of member replacement was communicated to all the members of IQAC and corresponding authorities.
2. All the faculty members were assigned the metrices by the principal and work was initiated accordingly.

Meeting ended with vote of thanks to the chair.

IQAC Coordinator IQAC Chairperson

Signatures of Members present:

1. Dr. Bineeta Agrawal (Chairperson)
2. Ms. Preeti Goel (Coordinator)
3. Ms. Neha Aggarwal (Member)
4. Mr. Pradeep Gupta
5. Mr. P.N Sharma
6. Mr. Pramod Chaudhary
7. Ms. Jyoti Mishra
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10. Dr. Jyotsna Kohli

Coordinator IQAC
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Noida-201305

Principal
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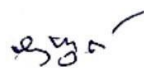



SATYAM COLLEGE OF EDUCATION
(Affiliated to SNDT Women's University, Mumbai)
Minutes of meeting held on: 4th October, 2020

Agenda of the Meeting:

1. NAAC related work update
2. Academic and Administrative Audit
3. PAR report to be filled

Members Attended:

1. Dr. Bineeta Agrawal (Chairperson)
2. Ms. Preeti Goel (Coordinator)
3. Ms. Neha Aggarwal
4. Mr. Pradeep Gupta
5. Mr. P.N Sharma
6. Mr. Pramod Chaudhary
7. Ms. Jyoti Mishra
8. Ms. Madhu Phull 
9. Ms. Vandana Verma
10. Ms. Meenakshi Zarabi 
11. Dr. Jyotsna Kohli

Minutes of Meeting/Discussion:

1. NAAC related update was taken by the Coordinator and was further discussed among the members for any suggestions. Speeding up of work was suggested by all the members and timeline was asked to set in for pacing up the work.
2. The IQAC members discussed about the Academic and Administrative Audit for the improvement of the departments and it was decided that audit shall be done each year and its feedback analysis shall be done regularly with a report.
3. IQAC members decided upon the timeline to fill PAR report and share the status before time.

Action Taken Report:

1. Timeline of work completion was given by the Principal and was communicated to each faculty member.
2. Academic and Administrative Audit was scheduled as per suggestion of all the members.

Meeting ended with vote of thanks to the chair.


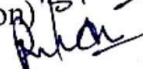
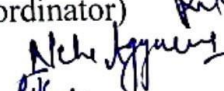

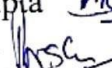


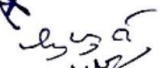

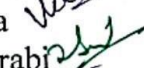
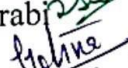


IQAC Coordinator



IQAC Chairperson

Signatures of members present:

1. Dr. Bineeta Agrawal (Chairperson) 
2. Ms. Preeti Goel (Coordinator) 
3. Ms. Neha Aggarwal 
4. Mr. Pradeep Gupta 
5. Mr. P.N Sharma 
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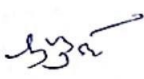

SATYAM COLLEGE OF EDUCATION
(Affiliated to SNDT Women's University, Mumbai)

Minutes of meeting held on: 11th January, 2021

Agenda of the Meeting:

1. Classes in hybrid mode and SOP to be followed
2. Convocation Ceremony discussions

Members Attended:

1. Dr. Bineeta Agrawal (Chairperson)
2. Ms. Preeti Goel (Coordinator)
3. Ms. Neha Aggarwal
4. Mr. Pradeep Gupta
5. Mr. P.N Sharma
6. Mr. Pramod Chaudhary
7. Ms. Jyoti Mishra
8. Ms. Madhu Phull 
9. Ms. Vandana Verma
10. Ms. Meenakshi Zarabi 
11. Dr. Jyotsna Kohli

Minutes of Meeting/Discussion:

1. The members discussed and decided that students can be called physically to the college for classes and online classes can be called off after few days of hybrid mode of teaching.
2. The members also discussed the Standard operations to be followed and adopted by all the stakeholders on offline classes keeping into consideration the COVID protocols.
3. The members also discussed the preparations for Convocation ceremony to be done and duties to be assigned to the faculty members keeping in mind the Covid-19 protocols.

Action Taken Report:

1. Faculty members were instructed about the hybrid mode and for the offline classes to be resumed soon.
2. SOPs were communicated to students and faculty members.
3. Convocation ceremony preparations were initiated at departmental level.

Meeting ended with vote of thanks to the chair.



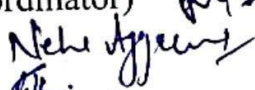



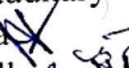
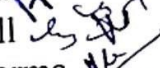

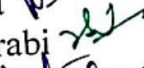
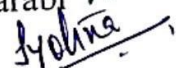


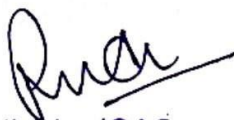
IQAC Coordinator



IQAC Chairperson

Signatures of members present:

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