



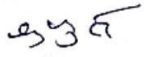


SATYAM COLLEGE OF EDUCATION
(Affiliated to SNDT Women's University, Mumbai)

Minutes of meeting held on: 15th April, 2021

Agenda of the Meeting:

1. Online classes to be resumed due to COVID 19 spread again
2. Professional Development of Faculty Members
3. Preponement of Summer Break

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. Ms. Supriti Chauhan
12. Dr. Jyotsna Kohli 

Minutes of Meeting/Discussion:

1. The members decided upon resuming online classes once again due to outburst of COVID cases and lockdown situation. All the members agreed to the fact that classes should be turned to online mode once again.
2. It was discussed in the meeting that Faculty shall engage in their professional development and be motivated to pursue research and write research papers.

3. The members also suggested that summer break for students must be pre-poned so that COVID period shall pass without any disturbance to teaching-learning process.

Action Taken Report:

1. Online classes were resumed and students were informed as well.
2. Faculty members were instructed and motivated to write papers and pursue research work.
3. Summer break was announced in May instead of June.

Meeting ended with vote of thanks to the chair.



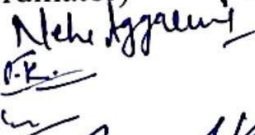

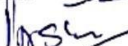


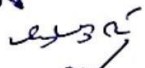






IQAC Coordinator



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 
6. Mr. Pramod Chaudhary 
7. Ms. Jyoti Mishra 
8. Ms. Madhu Phull 
9. Ms. Vandana Verma 
10. Ms. Meenakshi Zarabi 
11. Ms. Supriti Chauhan 
12. Dr. Jyotsna Kohli 



Coordinator IQAC
Satyam College of Education
C-56A/14 & 15, Sector-62,
Noida-201305



Principal
Satyam College of Education
C-56A/14 & 15, Sector-62,
NOIDA-201305





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

Minutes of meeting held on: 15th July, 2021

Agenda of the Meeting:

1. Offline classes and SOP to be followed

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 (Agenda wise):

Agenda Item No. 01

To confirm the minutes of the previous meeting:

1. The Minutes of Meeting held on 12th April, 2021 were read by IQAC Coordinator.

Agenda Item No. 02

Offline classes

1. The members decided that online classes can be called off again and physical mode can be resumed.

2. Faculty will follow all the SOPs and will work upon its follow up by students also.

Resolution: The decisions were to be communicated to Faculty members and students.

The meeting ended with vote of thanks proposed by IQAC coordinator.

IQAC Coordinator IQAC Chairperson

Signatures of members present:

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

[Signature]
Coordinator IQAC
Satyam College of Education
C-56A/14 & 15, Sector-62,
Noida-201305

[Signature]
Principal
Satyam College of Education.
C-56A/14 & 15, Sector-62,
NOIDA-201305




Action Taken Report on the Meeting of IQAC held on 4.07.2021

Sr. No	Agenda Item	Resolution	Action Taken
01	Offline classes	The decisions were to be communicated to Faculty members and students.	Online classes were called off in the month of August. And students were informed accordingly.


IQAC Coordinator


IQAC Chairperson


Coordinator IQAC
Satyam College of Education
C-56A/14 & 15, Sector-62,
Noida-201305


Principal
Satyam College of Education
C-56A/14 & 15, Sector-62,
NOIDA-201305



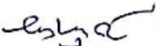

SATYAM COLLEGE OF EDUCATION
(Affiliated to SNDT University, Mumbai)

Minutes of the Meeting held on: 22.12.21

Agenda of the meeting:

- NAAC Work update and status from the Principal, HOD & members of SCE
- PAR Report to be sent
- Annual Fest of SCE

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
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 (Agenda wise):

Agenda Item No. 01

To confirm the minutes of the previous meeting:

1. The Minutes of Meeting held on 4th July, 2021 were read BY IQAC Coordinator.

Agenda Item No. 02

NAAC Work update and status from the Principal, HOD & members of SCE:

1. An update of NAAC work and its status was taken and discussed among the members. The suggestions of advisors were taken into consideration and all the members suggested that work must be completed within the timeline and AQAR shall be filed as soon as possible without delay.
2. The chairperson decided the timeline along with other members.

Resolution: The decisions taken to be communicated to all the stakeholders for immediate action.

Agenda Item No. 03

PAR Report to be sent

1. PAR report to be sent in the month of January was discussed and all the members decided upon the last date for all faculty members to fill in the report with assistance of office staff.

Resolution: All the faculty members to be informed and instructed for the above.

Agenda Item No. 04

Annual Fest of SCE

1. The members of IQAC suggested that an annual fest shall be organized by the department on large scale to spread the name of the college and it was agreed upon to present the proposal to the chairperson, Satyam Group of Institutions.
2. Members also suggested that an estimated budget should also be proposed once the approval is done by the concerned authorities.

Resolution: The decision was floated to the entire department and suggestions invited.

The meeting ended with vote of thanks proposed by IQAC coordinator.



IQAC Coordinator



IQAC Chairperson

Name & Signatures of Members Present

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


Preeti
Coordinator IQAC
Satyam College of Education
C-56A/14 & 15, Sector-62,
Noida-201305

Bineeta
Principal
Satyam College of Education
C-56A/14 & 15, Sector-62,
NOIDA-201305


Action Taken Report on the Meeting of IQAC held on 22.12.2021

Sr. No	Agenda Item	Resolution	Action Taken
01	NAAC Work update and status from the Principal, HOD & members of SCE	The decisions taken to be communicated to all the stakeholders for immediate action.	Faculty members worked upon NAAC criterion and started submitting the completed work.
02	PAR Report to be sent	All the faculty members to be informed and instructed for the above.	Faculty members started filling up the PAR report with assistance of Ms Deepti Mishra.
03	Annual Fest of SCE	The decision was floated to the entire department and suggestions invited.	Cultural Cell started working upon the name of the Fest and its events.


IQAC Coordinator


Coordinator IQAC
Satyam College of Education
C-56A/14 & 15, Sector-62,
Noida-201305


IQAC Chairperson


Principal
Satyam College of Education
C-56A/14 & 15, Sector-62,
NOIDA-201305