



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

**Minutes of meeting held on: 18<sup>th</sup> October, 2023**

**Agenda of the Meeting:**

1. Orientation Programme
2. NAAC AQAR Updates

**IQAC Members**

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. Madhu Phull
8. Ms. Vandana Verma
9. Dr. Jyotsna Kohli
10. Ms Supriti Chauhan, Principal, DPS Gautam buddh Nagar ,Noida
11. Ms Meenakshi Zarabi, Principal, ASPAM Scottish School, Noida
12. Prof. Arti Shrivastava, Department of Higher and Professional Education (NIEPA)
13. Ms. Nivedita Kohli
14. Ms. Anjali Singh

## **Minutes of Meeting/Discussion:**

### **Agenda-01**

#### **Orientation Programme**

Discussion was done on orientation programme date and various activities to be organized during orientation.

**Resolution:** 3rd and 6th November, 2023 were finalised for the Orientation programme. Guest Lecture by Ms. Deepa Bhati, Principal Govt. Girls School, Noida will be organised on the 1st day (3rd November) of the Orientation Programme. Necessary arrangements were to be communicated to the concerned members.

### **Agenda-02**

#### **NAAC AQAR Updates**

NAAC related update was taken by the Coordinator and was further discussed among the members for any suggestions.

**Resolution:** Speeding up of work was suggested and timeline was asked to set in for pacing up the work.

Meeting ended with a vote of thanks to the chair.


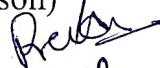
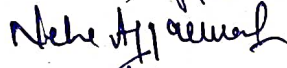




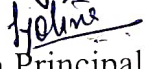
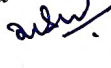
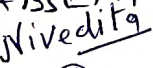



**IQAC Coordinator**



**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. Madhu Phull **ABSENT**
8. Ms. Vandana Verma 
9. Dr. Jyotsna Kohli 
10. Ms. Supriti Chauhan, Principal, DPS Gautam buddh Nagar, Noida **ABSENT**
11. Ms. Meenakshi Zarabi, Principal, ASPAM Scottish School, Noida 
12. Prof. Arti Shrivastava, Department of Higher and Professional Education (NIEPA) **ABSENT**
13. Ms. Nivedita Kohli 
14. Ms. Anjali Singh 



## Action Taken Report on the Meeting of IQAC held on 18<sup>th</sup> October, 2023

Sr. No	Agenda Item	Resolution	Action Taken
01	Orientation Programme	Date and activities (Guest Lecture) for the orientation programme were finalized	Orientation Programme was successfully organized on 3rd and 6th November, 2023. Ms. Deepa Bhati, Principal Govt. Girls School, Noida was the Guest Speaker on the 1st day (3rd November) of the Orientation.
02	NAAC AQAR Updates	Speeding up of work was suggested and timeline was asked to set in for pacing up the work	<ul style="list-style-type: none"><li>• NAAC AQAR Folder was created for the checking related tasks.</li><li>• Submission deadline as per decision was 20th December, 2023.</li></ul>

**IQAC Coordinator**

**IQAC Chairperson**



**SATYAM COLLEGE OF EDUCATION**  
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**Minutes of the Meeting held on: 19.02.24**

**Agenda of the meeting:**

- Preparations for Graduation Ceremony
- Decision on E Governance Policy

**IQAC Members**

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. Madhu Phull
8. Ms. Vandana Verma
9. Dr. Jyotsna Kohli
- 10..Ms Supriti Chauhan ,Principal,DPS Gautam buddh Nagar ,Noida
- 11.Ms Meenakshi Zarabi,Principal,ASPAM Scottish School,Noida
- 13.Ms.Nivedita Kohli
- 14.Ms.Anjali Singh

## **Minutes of Meeting/Discussion:**

### **Agenda Item No. 1**

#### **Preparations for Graduation Ceremony**

The letter from University received regarding the Graduation Ceremony to be held within 30 days of ceremony held at University, Mumbai was discussed.

**Resolution:** 19th March, 2024 got finalized as the date for organizing the Graduation Ceremony. All arrangements and planning would be communicated to the concerned members.

### **Agenda Item No. 2**

#### **Decision on E Governance Policy**

Discussion was held on implementation of new E-Governance Policy.

**Resolution:** The amended E-Governance Policy will be implemented.

Meeting ended with a vote of thanks to the chair.


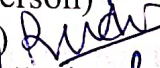
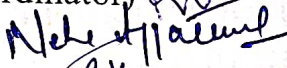
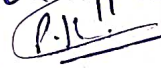
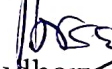

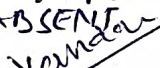
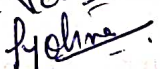
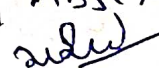
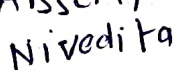



IQAC Coordinator



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. Madhu Phull ABSENT
8. Ms. Vandana Verma 
9. Dr. Jyotsna Kohli 
10. Ms Supriti Chauhan, Principal, DPS Gautam buddh Nagar ,Noida ABSENT
11. Ms Meenakshi Zarabi, Principal, ASPAM Scottish School, Noida 
12. Prof. Arti Shrivastava, Department of Higher and Professional Education (NIEPA) ABSENT
13. Ms. Nivedita Kohli 
14. Ms. Anjali Singh 



**Action Taken Report on the Meeting of IQAC held on 19.02.24**

<b>Sr. No</b>	<b>Agenda Item</b>	<b>Resolution</b>	<b>Action Taken</b>
01	<b>Preparations for Graduation Ceremony</b>	19th March,2024 got finalized as the date for organizing the Graduation Ceremony.All arrangements and planning would be communicated to the concerned members.	Graduation Ceremony was organised successfully on 19th March,2024.NIEPA Vice Chancellor Dr.Shashikala Wanjari presided over the ceremony as the chief guest.
02	<b>Decision on E Governance Policy</b>	The new E Governance Policy will be implemented .	The E Governance Policy was implemented for the session 2023-24

**IQAC Coordinator**

**IQAC Chairperson**





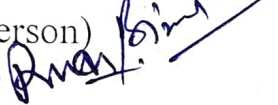
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**Minutes of the Meeting held on: 16.05.24**

**Agenda of the Meeting:**

- 1) Integrated Teachers' Education Programme(NCTE-ITEP) Application
- 2) Implementation of NEP initiatives in Teachers' Education

**IQAC Members-**

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
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11. Ms Meenakshi Zarabi, Principal, ASPAM Scottish School, Noida
12. Prof. Arti Shrivastava, Department of Higher and Professional Education(NIEPA)
13. Ms. Nivedita Kohli
14. Ms. Anjali Singh

## Minutes of Meeting/Discussion:

### Agenda-01

#### Integrated Teachers' Education Programme(NCTE-ITEP) Application

Discussion was done on how to proceed for the ITEP along with the required actions for application.

**Resolution:** Necessary required actions were to be communicated to the concerned office.

### Agenda-02

#### 2) Implementation of NEP initiatives in Teachers' Education

Implementation of NEP Initiatives in teacher education were discussed.

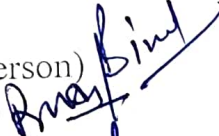

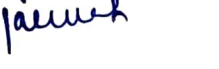




**Resolution:** A session on Integration of skills in Education as per NEP 2020 was planned.

Meeting ended with a 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 **ABSENT**
5. Mr. P.N Sharma 
6. Mr. Pramod Chaudhary 
7. Ms. Madhu Phull 
8. Ms. Vandana Verma 

9. Dr. Jyotsna Kohli Jyotsna
10. Ms Supriti Chauhan, Principal, DPS Gautam buddh Nagar ,Noida ABSENT
11. Ms Meenakshi Zarabi, Principal, ASPAM Scottish School, Noida MS
12. Prof. Arti Shrivastava, Department of Higher and Professional Education (NIEPA) ABSENT
13. Ms. Nivedita Kohli Nivedita
14. Ms. Anjali Singh A