

Date: 08.10.22

## **Notice**

## **IQAC Cell Meeting**

This is to inform all the IQAC members that a meeting is scheduled to be held on  $10^{th}$  October 2022 at 11:30 pm in the Conference Room. All are requested to join the meeting on given time to discuss the forthcoming agenda. The agenda of the meeting is attached herewith in Annexure I.

IQAC Coordinator Satyam Fashion Institute C-56A/14 & 15, Sector-62 Noida- 201309

Dr. Neetu Malhotra

**Vice Principal & IQAC Coordinator** 

Principal
Satyam Fashion Institute
C-56, A[14 & 15, Suctor-61
NOIDA -201305

Dr. Vandana Jaglan

Principal & Chairperson of Academic Cell

Place: Noida

Dated: 8th October 2022

Distribution:

- 1. Chairperson
- 2. Principal
- 3. Vice Principal
- 4. Office
- 5. Cell Members



#### **ANNEXURE I**

### Agenda of the meeting:

- 1. Approval for minutes of last meeting
- 2. Details of semester examination and practical.
- 3. Planning of Orientation program for New Batch 2022-23
- 4. Planning of DELNET awareness session for the students.
- 5. Planning of activities under MOU with SAI Poly clinic for the health aspects of students and staff members.
- 6. Planning to aware students regarding the SWAYAM NPTL local chapter
- 7. Planning of Alumni Meeting with office bearers with alumni students representatives
- 8. Planning of selection of students for students council 2022-23
- 9. Planning of couture runway week 2022
- 10. Regular update for the Mentor mentee reports of the concern batches
- 11. Planning theatre workshop for the students with Alumni Association
- 12. Planning for paper setter name and update marks on portal
- 13. Planning of visit for 2<sup>nd</sup> cycle of NAAC
- 14. Planning of prospectus for upcoming new batch 2022-23.
- 15. Planning of a year calendar and newsletter 'Buzzing Bee'.
- 16. Planning for workshops for the students to enhance their skills in various fields.
- 17. Planning of curricular and extracurricular activities with the students.

Nutry Alptra IQAC Coordinator Satyam Fashion Institute C-56A/14 & 15, Sector-62 Noida- 201309

Dr. Neetu Malhotra Vice Principal & IQAC Coordinator Satyam Fashion Institute G-56, A[14 & 15, Suctor-61 NOIDA - 201305



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## **IQAC** Cell

Minutes of the Meeting held on 10th October 2022

#### Agenda of the meeting:

- 1. Approval for minutes of last meeting
- 2. Details of semester examination and practical.
- 3. Planning of Orientation program for New Batch 2022-23
- 4. Planning of DELNET awareness session for the students.
- 5. Planning of activities under MOU with SAI Poly clinic for the health aspects of students and staff members.
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- 7. Planning of Alumni Meeting with office bearers with alumni students representatives
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- 12. Planning for paper setter name and update marks on portal
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- 14. Planning of prospectus for upcoming new batch 2022-23.
- 15. Planning of a year calendar and newsletter 'Buzzing Bee'.
- 16. Planning for workshops for the students to enhance their skills in various fields.
- 17. Planning of curricular and extracurricular activities with the students.

#### Name of persons present:

- 1. Dr. Vandana Jaglan (Chairperson Academic Cells)
- 2. Dr. Neetu Malhotra (IQAC Coordinator)
- 3. Dr. M. Alam (IQAC Member)
- 4. Ms. Priyanka Sarkar (IQAC Member)
- 5. Dr. Sakshi Shail (IQAC Member)
- 6. Dr. Preeti Singh (IQAC Member)
- 7. Ms. Farah Jamal (IQAC Member)
- 8. Ms. Charu Ahluwalia (IQAC Member)
- 9. Mr. Khushal (IQAC Member)



- 10. Ms. Nilofar (Librarian)
- 11. Ms. Sandhya Chauhan (Technical Staff)
- 12. Mr. Ravi Kumar Passi (Industry Expert)
- 13. Ms. Sonia Jetleey (Industry Expert)
- 14. Mr. Rajeev Bansal (Industry Expert)
- 15. Ms. Aarti Bhatia (IQAC student member)
- 16. Ms. Shubhra (IQAC student member)
- 17. Ms. Akanksha Sharma (IQAC student member)
- 18. Ms. Asheena Grover (Alumni)
- 19. Ms. Mahima Malik (Alumni)

### **Summary:**

| Sr. | Item discussed   | Person           | Deadline (if |
|-----|--|------------------|--------------|
| No. |  | responsible      | any)         |
| 1   | Minutes of the last meeting held in March 2022 were        | IQAC             | _            |
|     | approved and signed by the Academic cell                   | Coordinator      |              |
|     | Chairperson.   |                  |              |
| 2   | A brief planning of In-house & university theory and       | Dr. Sakshi Shail | As per       |
|     | practical exams were described by the exam                 |                  | university   |
|     | coordinator.   |                  | guidelines   |
| 3   | <b>Orientation program for New Batch 2022-23-</b> It was   | Vice-Principal & |              |
|     | discussed that we are inviting Mrs. Sonia Jetleey          | Principal        |              |
|     | (Fashion Designer) & Mr. Manish Tripathi (Fashion          |                  |              |
|     | Designer) as the Guest of Honour for this occasion.        |                  |              |
| 4   | <b>DELNET session</b> provided for the students to enhance | Library Cell     |              |
|     | the quality & accessibility of library. As well as         |                  |              |
|     | discussion to make students aware about the Journal        |                  |              |
|     | and research papers.                                       |                  |              |
| 5   | Activities under MOU with SAI Poly clinic - Satyam         | IQAC Cell        |              |
|     | Fashion Institute signed MOU with Sai poly clinic to       |                  |              |
|     | assess the general health of the students and staff.       |                  |              |
|     | Under MOU, SFI will organize a campaign to eye             |                  |              |
|     | check up and health check up for SFI students and          |                  |              |
|     | staff members. It was also discussed that whenever         |                  |              |
|     | there will be an emergency doctors can be called or get    |                  |              |
|     | consultation on priority basis.                            |                  |              |



| 6  | SWAYAM NPTL local chapter- It was discussed                      | Library Cell     |  |
|----|--|------------------|--|
| U  | that we are planning to take session about the                   | Library Cen      |  |
|    |  |                  |  |
|    | SWYAM courses which will be start from January 2023.             |                  |  |
| 7  |  | Alvani Call      |  |
| 7  | Alumni Meeting with office bearers- Alumni                       | Alumni Cell      |  |
|    | Association planning a theatre workshop for the                  |                  |  |
|    | students to motivate and boost the confidence of the             |                  |  |
|    | students. Theatre is one medium that polishes the                |                  |  |
|    | acting skills teaching us the way of living life. Also           |                  |  |
|    | give a strong platform to one's inner self so that               |                  |  |
|    | energy gets channelized in a constructive manner for             |                  |  |
|    | holistic development, personality transformation and             |                  |  |
|    | enhanced confidence level.                                       |                  |  |
| 8  | Selection of students for students council 2022-23-              | Vice Principal & |  |
|    | It was discussed that we are planning to select two              | Principal        |  |
|    | head member- President & Secretary for the student               |                  |  |
|    | council 2023. This selection will be done by students            |                  |  |
|    | through online voting forms. After the received                  |                  |  |
|    | responses we will announce the final names for the               |                  |  |
|    | designated post of students council 2023.                        |                  |  |
| 9  | Couture runway week 2022- It was planned to                      | All faculties    |  |
|    | prepare the list of students who will participate in the         |                  |  |
|    | show and collect money from the students. So that we             |                  |  |
|    | are plan to arrange the entire requirement for the show.         |                  |  |
|    | Show coordinator will prepare the CRW expenditure                |                  |  |
|    | details, bus arrangement, food expenses, trophy and              |                  |  |
|    | gift hampers and discuss with the Heads for the further          |                  |  |
|    | smooth execution of the show.                                    |                  |  |
| 10 | Visit for 2 <sup>nd</sup> cycle of NAAC- It was discussed in the | All faculties    |  |
|    | meeting that all the faculty members will perform their          |                  |  |
|    | assigned tasks given by the heads for the smooth                 |                  |  |
|    | execution of the visit.  |                  |  |
| 11 | Prospectus for upcoming new batch 2022-23- For                   | Vice Principal & |  |
|    | the upcoming designing of prospectus the design                  | Principal        |  |
|    | finalization and data accumulation will be done by the           | •                |  |
|    | assigned person after the approval of heads.                     |                  |  |
|    | 6 r F mph of many  |                  |  |



| 12 | Year calendar and newsletter 'Buzzing Bee'- For         | Publication Cell |   |
|----|---|------------------|---|
|    | the Yearly calendar and newsletter 'Buzzing Bee' the    |                  |   |
|    | design finalization, data accumulation and final        |                  |   |
|    | proofreading will be done by the heads.                 |                  |   |
| 13 | Curricular and extracurricular activities- Due to       | All faculties    | _ |
|    | pandemic adverse effects faculties will focus on        |                  |   |
|    | planning of more curricular and extracurricular         |                  |   |
|    | activities for the students to motivate & engage them   |                  |   |
|    | and for their better psychological development. For     |                  |   |
|    | this we are planning various workshops such as USHA     |                  |   |
|    | International sewing Machine, Zardosi workshop,         |                  |   |
|    | Weaving workshop, Fevicyrl workshop and under           |                  |   |
|    | cells we are planning different workshops.              |                  |   |
| 14 | It was planned to prepare the name of the paper setter  | Vice Principal & | _ |
|    | and marks uploaded on the portal by the university      | Principal        |   |
|    | guideline.  |                  |   |
| 15 | The meeting concluded with the IQAC Coordinator         | Dr. Neetu        |   |
|    | thanking all members for their active participation and | Malhotra         |   |
|    | valuable inputs in various matters.                     |                  |   |

Dr. Neetu Malhotra Vice Principal & IQAC Coordinator Satyam Fashion Institute
G-56, A[14 & 15, Suctor-6]
NOIDA - 201305



Date: 12.1.23

## **Notice**

## **IQAC Cell Meeting**

This is to inform all the IQAC members that a meeting is scheduled to be held on 20<sup>th</sup> January 2023 at 11:30 pm in the Conference Room. All are requested to join the meeting on given time to discuss the forthcoming agenda. The agenda of the meeting is attached herewith in Annexure I.

IQAC Coordinator Satyam Fashion Institute C-56A/14 & 15, Sector-62 Noida- 201309

Dr. Neetu Malhotra

**Vice Principal & IQAC Coordinator** 

Satyam Fashion Insitute
C-56, A[14 & 15, Suctor-61
NOIDA -201305

Dr. Vandana Jaglan

Principal & Chairperson of Academic Cell

Place: Noida

Dated: 12th January 2023

Distribution:

- 6. Chairperson
- 7. Principal
- 8. Vice Principal
- 9. Office
- 10.Cell Members



#### **ANNEXURE I**

#### **Agenda of the meeting:**

- 1. Approval for minutes of last meeting
- 2. Details of semester examination and practical.
- 3. Students feedback for Academic quality and college infrastructure
- 4. Awareness and discussion about the Swayam Nptel Local Chapter
- 5. Discussion on Institutional Workshop for Professional Development (FDP's, Webinar and workshops)
- 6. Awareness session on Fashion magazines and Journals for the students.
- 7. Planning of Graduation Ceremony held for batch 2017-21
- 8. Planning of graduation show for the final year students
- 9. Awareness Session on effective use of library and E-resources
- 10. Took membership with CII.
- 11. Planning of a year calendar and newsletter 'Buzzing Bee'.
- 12. Regular meeting with alumni association members for the update
- 13. Planning of curricular and extracurricular activities with the students.
- 14. Planning for workshops for the students to enhance their skills in various fields.
- 15. Discussion on regular updates with Students council members
- 16. Planning of revisit for 2<sup>nd</sup> cycle of NAAC
- 17. Planning to filling the AQAR 2021-22
- 18. Discussion on new & renew of MOU and Collaboration

IQAC Coordinator Satyam Fashion Institute C-56A/14 & 15, Sector-62 Noida- 201309

Dr. Neetu Malhotra

**Vice Principal & IQAC Coordinator** 

Satyam Fashion Institute G-56, A[14 & 15, Suctor-61 NOIDA -201305

Dr. Vandana Jaglan

Principal & Chairperson of Academic Cell



### **IQAC Cell**

Minutes of the Meeting held on 20th January 2023

#### Agenda of the meeting:

- 1. Approval for minutes of last meeting
- 2. Details of semester examination and practical.
- 3. Students feedback for Academic quality and college infrastructure
- 4. Awareness and discussion about the Swayam Nptel Local Chapter
- 5. Discussion on Institutional Workshop for Professional Development (FDP's, Webinar and workshops)
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- 16. Planning to filling the AQAR 2021-22
- 17. Discussion on new & renew of MOU and Collaboration

#### Name of persons present:

- 1. Dr. Vandana Jaglan (Chairperson -Academic Cells)
- 2. Dr. Neetu Malhotra (IQAC Coordinator)
- 3. Dr. M. Alam (IQAC Member)
- 4. Ms. Priyanka Sarkar (IQAC Member)
- 5. Dr. Sakshi Shail (IQAC Member)
- 6. Dr. Preeti Singh (IQAC Member)
- 7. Ms. Farah Jamal (IQAC Member)
- 8. Ms. Charu Ahluwalia (IQAC Member)
- 9. Mr. Khushal (IQAC Member)



- 10. Ms. Nilofar (Librarian)
- 11. Ms. Sandhya Chauhan (Technical Staff)
- 12. Mr. Ravi Kumar Passi (Industry Expert)
- 13. Ms. Sonia Jetleey (Industry Expert)
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- 15. Ms. Aarti Bhatia (IQAC student member)
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- 18. Ms. Asheena Grover (Alumni)
- 19. Ms. Mahima Malik (Alumni)

#### **Summary:**

| Sr. No. | Item discussed   | Person           | Deadline (if |
|---------|--|------------------|--------------|
|         |  | responsible      | any)         |
| 1.      | Minutes of the last meeting held in October 2022       | IQAC Coordinator |              |
|         | were approved and signed by the Academic cell          |                  |              |
|         | Chairperson.   |                  |              |
| 2.      | A brief planning of In-house & university theory       | Dr. Sakshi Shail | As per       |
|         | and practical exams were described by the exam         |                  | university   |
|         | coordinator.   |                  | guidelines   |
| 3.      | IQAC cell will take a student feedback form for        | IQAC Cell        |              |
|         | quality check of Academic quality and college          |                  |              |
|         | infrastructure. A questionnaire of institutional       |                  |              |
|         | survey will be made to take approval. After that it    |                  |              |
|         | will be filled by students and data will be collected  |                  |              |
|         | and documented.  |                  |              |
| 4.      | It was discussed in the meeting that a new courses     | Library Cell     | _            |
|         | list was prepared for a new session (Jul- Dec.) of     |                  |              |
|         | the Design and Media department. And explain           |                  |              |
|         | about the Swayam courses and timeline to all           |                  |              |
|         | students in library classes as well as the benefits of |                  |              |
|         | the Swayam Online course. Then share the name          |                  |              |
|         | of students and swayam courses list to the             |                  |              |
|         | concerned person.                                      |                  |              |



| 5.<br>6. | Alumni meeting were held by alumni cell members to strengthen the alumni network and they share their experiences to the students related to the future aspects. As well as Alumni cell will plan and discussion about the Distinguished alumni award and nomination for the different categories related to the awards. For the nomination alumni cell will prepare a Google form and circulate with Alumni. And also planned to felicitate alumni according to the nominated categories in the college premises.  It was suggested that all faculty members focus on | Alumni Cell  All Faculties    |   |
|----------|--|-------------------------------|---|
|          | their professional development through FDPs and enroll themselves for further studies. And they attended webinars through virtual mode to enhance their knowledge regarding different fields.  |                               |   |
| 7.       | Graduation ceremony held for 2017-21 batch students as per convocation guidelines of SNDT university. As well as Graduation show will plan by the department of SFI final year students to show their creativity and their collection on the day of show.  | Vice Principal &<br>Principal | _ |
| 8.       | Awareness Session on effective use of library and E-resources- It was discussed in the meeting that regular awareness session will be conducted by the Library cell to educate the students, how to access the articles, e-books, journals, and research materials easily from anywhere, at any time.  | Library Cell                  | _ |
|          | Took membership of the Confederation of Indian Industry (CII). This esteemed alliance will promise healthier industry relations and increased opportunities for students in the future.  | Library Cell                  |   |
| 9.       | Planning of revisit for 2 <sup>nd</sup> cycle of NAAC- All the members of SFI will perform the assigned duties given by Heads for the smooth execution of work.  | IQAC Cell                     |   |



| 10. | Planning to filling the AQAR 2021-22- AQAR             | IQAC Cell          |  |
|-----|--|--------------------|--|
|     | 2022-23 criterion wise data template and uploads       |                    |  |
|     | need to be completed by the assigned person.           |                    |  |
| 11. | Discussion on new & renew of MOU and                   | IQAC Cell          |  |
|     | Collaboration- It was discussed that SFI has           |                    |  |
|     | signed and various MOU with several companies,         |                    |  |
|     | proprietors and organizations to provide avenue        |                    |  |
|     | for the student exchange, internship, on the job       |                    |  |
|     | trainings, field trips, research as well as other      |                    |  |
|     | academic and co-curriculum activities. And renew       |                    |  |
|     | already signed MOU with further collaboration.         |                    |  |
| 12. | Discussed about formation, layout, and content of      | Dr. Neetu Malhotra |  |
|     | prospectus for upcoming new batch.                     |                    |  |
| 13. | It was planned to give a year calendar to the          | Dr. Neetu Malhotra |  |
|     | industries which will reflect the entire activities of |                    |  |
|     | college.   |                    |  |

Dr. Neetu Malhotra Vice Principal & IQAC Coordinator Principal
Satyam Fashion Institute
C-56, A[14 & 15, Suctor-61
NOIDA -201305



Date: 03.04.23

## **Notice**

### **IQAC Cell Meeting**

This is to inform all the IQAC members that a meeting is scheduled to be held on 6<sup>th</sup> April 2023 at 12:30 pm in the Conference Room. All are requested to join the meeting on given time to discuss the forthcoming agenda. The agenda of the meeting is attached herewith in Annexure I.

IQAC Coordinator Satyam Fashion Institute C-56A/14 & 15, Sector-62 Noida- 201309

Dr. Neetu Malhotra Vice Principal & IQAC Coordinator Principal
Satyam Fashion Institute
G-56, A[14 & 15, Suctor-61
NOIDA - 201305

Dr. Vandana Jaglan Principal & Chairperson of Academic Cell

Place: Noida

Dated: 3<sup>rd</sup> April 2023

Distribution:

- 1. Chairperson
- 2. Principal
- 3. Vice Principal
- 4. Office
- 5. Cell Members



#### ANNEXURE I

#### Agenda of the meeting:

- 1. Approval for minutes of last meeting
- 2. Details of semester examination and practical
- 3. Students feedback for Academic quality and college infrastructure
- 4. Planning regarding the students selection for Earn while you learn scheme
- 5. Provide Guidance regarding Swayam Nptel Local Chapter certification course
- 6. Planning about the Books addition in library for the students & took membership renewal of DELNET
- 7. Planning of book exhibition in library to enrich our collection.
- 8. Planning for workshops for the students to enhance their skills in various field.
- 9. W 20 activity
- 10. Planning for Academic and Administrative audit 2022-23
- 11. Regular update for the Mentor mentee reports of the concern batches
- 12. Planning for paper setter name and update marks on portal
- 13. Awareness Session on effective use of library and E-resources
- 14. Regular meeting with alumni association members for the update
- 15. Regular updates regarding workshops conducted by the department for the students to enhance their skills in various fields.

16. Discussion and updates regarding to filling the AQAR 2021-22

IQAC Coordinator Satyam Fashion Institute C-56A/14 & 15, Sector-62 Noida-201309

Dr. Neetu Malhotra Vice Principal & IQAC Coordinator Satyam Fashion Institute
G-56, A[14 & 15, Suctor-6]
NOIDA - 201305



### **IQAC Cell**

Minutes of the Meeting held on 6th April 2023

#### Agenda of the meeting:

- 1. Approval for minutes of last meeting
- 2. Details of semester examination and practical
- 3. Students feedback for Academic quality and college infrastructure
- 4. Planning regarding the students selection for Earn while you learn scheme
- 5. Provide Guidance regarding Swayam Nptel Local Chapter certification course
- 6. Planning about the Books addition in library for the students & took membership renewal of DELNET
- 7. Planning of book exhibition in library to enrich our collection.
- 8. Planning for workshops for the students to enhance their skills in various field.
- 9. W 20 activity
- 10. Planning for Academic and Administrative audit 2022-23
- 11. Update regarding Mentor mentee report of the students
- 12. Planning for paper setter name and update marks on portal
- 13. Awareness Session on effective use of library and E-resources
- 14. Regular meeting with alumni association members for the update
- 15. Regular updates regarding workshops conducted by the department for the students to enhance their skills in various fields.
- 16. Discussion and updates regarding to filling the AQAR 2021-22

#### Name of persons present:

- 1. Dr. Vandana Jaglan (Chairperson -Academic Cells)
- 2. Dr. Neetu Malhotra (IQAC Coordinator)
- 3. Dr. M. Alam (IQAC Member)
- 4. Ms. Priyanka Sarkar (IQAC Member)
- 5. Dr. Sakshi Shail (IQAC Member)
- 6. Dr. Preeti Singh (IQAC Member)
- 7. Ms. Farah Jamal (IQAC Member)
- 8. Ms. Charu Ahluwalia (IQAC Member)
- 9. Mr. Khushal (IQAC Member)



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- 13. Ms. Sonia Jetleey (Industry Expert)
- 14. Mr. Rajeev Bansal (Industry Expert)
- 15. Ms. Aarti Bhatia (IQAC student member)
- 16. Ms. Shubhra (IQAC student member)
- 17. Ms. Akanksha Sharma (IQAC student member)
- 18. Ms. Asheena Grover (Alumni)
- 19. Ms. Mahima Malik (Alumni)

#### **Summary:**

| Sr. | Item discussed  | Person           | Deadline (if |
|-----|---|------------------|--------------|
| No. |   | responsible      | any)         |
| 1   | Minutes of the last meeting held in January 2023 were       | IQAC             | _            |
|     | approved and signed by the Academic cell Chairperson.       | Coordinator      |              |
|     |   |                  |              |
| 2   | A brief planning of In-house & university theory and        | Dr. Sakshi Shail | As per       |
|     | practical exams were described by the exam coordinator.     |                  | university   |
|     |   |                  | guidelines   |
| 3   | IQAC cell will take a student feedback form for quality     | IQAC Cell        |              |
|     | check of Academic quality and college infrastructure. A     |                  |              |
|     | questionnaire of institutional survey will be made to take  |                  |              |
|     | approval. After that it will be filled by students and data |                  |              |
|     | will be collected and documented.                           |                  |              |
| 4   | Earn while you learn scheme- It was discussed that we       | Vice Principal & |              |
|     | can felicitate our students under "Earn while you learn     | Principal        |              |
|     | scheme". In this, students had an opportunity to design     |                  |              |
|     | their products and college provide platform to these        |                  |              |
|     | students to enhance & develop the entrepreneur skills.      |                  |              |
| 5   | SWAYAM NPTEL Local Chapter- Provide Guidance                | Library Cell     |              |
|     | regarding Swayam Nptel Local Chapter certification course   |                  |              |
|     | to the students and motivate them to complete their         |                  |              |
|     | assignments on the given timelines.                         |                  |              |



|    |   | T 11 ~ 11                  |   |
|----|---|----------------------------|---|
| 6  | <b>Library Enrichment-</b> It was discussed that we are planning about the Books addition in library to enhance the quality & accessibility for the students. As well as membership with DELNET for the E-Library utilization for students and faculty members  | Library Cell               |   |
| 7  | Book exhibition in library- Library cell will organize the Book Exhibitions to provide an open platform to institute fraternity to visit, choice, review, recommend and procure the books displayed by the vendors. The faculty members and students of SFI can review each book and recommend to strengthening the physical book collection of Library.  | Library Cell               | _ |
| 8  | Planning for workshops for the students to enhance their skills in various fields. Regular updates regarding workshops conducted by the department for the students to enhance their skills in various fields.  | Concerned<br>Faculty       |   |
| 9  | Academic and administrative audit to be conducted for all the Departments after the semester end.   | Office Personal            |   |
| 10 | Mentor mentee report of the students- Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision-making for overall programme. Each teacher is assigned some students. They meet at regular interval to discuss, clarify and share various problems which may be personal, domestic, academic etc. Evidence of success of the practice includes better results in the examinations, more regular attendance, increased participation in co-curricular activities, better discipline on campus and respectful relationship between teachers and students. | IQAC Cell                  |   |
| 11 | It was planned to prepare the name of the paper setter and marks uploaded on the portal by the university guideline.  | Vice Principal & Principal | _ |
| 12 | Awareness Session on effective use of library and E-resources- It was discussed in the meeting that regular awareness session will be conducted by the Library cell to educate the students, how to access the articles, e-books, journals, and research materials easily from anywhere, at any time.   | Library Cell               | _ |



| 13 | Alumni association- Regular meeting with alumni          | Alumni Cell |  |
|----|--|-------------|--|
|    | association members will be organized by the Alumni cell |             |  |
|    | members.   |             |  |
| 14 | Updates regarding to filling the AQAR 2021-22- Regular   | IQAC Cell   |  |
|    | updates regarding AQAR 2021-22 will discuss with the     |             |  |
|    | Heads.   |             |  |
| 15 | The meeting concluded with the IQAC Coordinator          | Dr. Neetu   |  |
|    | thanking all members for their active participation and  | Malhotra    |  |
|    | valuable inputs in various matters.                      |             |  |

Dr. Neetu Malhotra Vice Principal & IQAC Coordinator Principal
Satyam Fashion Institute
C-56, A[14 & 15, Suctor-61
NOIDA -201305



## SATYAM FASHION INSTITUTE, NOIDA

Reaccredited by NAAC 'A' Grade, CGPA: 3.18 Affiliated to SNDT Women's University, Mumbai

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## IQAC Cell ACTION TAKEN REPORT (2022-23)

| Sr.<br>No. | PLAN OF ACTION                                       | ACTION TAKEN (at the end of year)  |
|------------|--|--|
| 1          | To strengthen the Green initiatives in the institute | The mission of SFI is to provide our students with a practical education that will raise their awareness of environmental issues and the need for a healthy future. Green initiatives were implemented on campus by enacting policies such as-  Energy Policy: The organization has consciously worked to lower its energy usage. To gather sustainable energy, a 40 KW solar panel system is in use since2018. Apart from that, LED lights have been used. Continuously students are taught by their teachers to turn off the lights when not in use and are encouraged to do so.  Water Policy- The goals of SFI's water conservation activities include ensuring water supply, conserving energy, and conserving habitat. any reduction that reduces resource waste, water use, or loss. Keeping the purity of the water safe. The campus also has an initiative for rainwater harvesting tanks.  Green Practices- In order to develop recycled and reused goods, teachers at the SFI campus are teaching students how to make things out of paper, fabric, and any other waste material continuously. Additionally, more trees were planted on campus, outside of classrooms, and environment day was observed to promote the habit of conserving the environment by avoiding the use of plastic. Departmental competitions were held to encourage students to be more environmentally conscious and interested in keeping the |
|            | 1 1 1 lpotes   | campus green as a long-term practice.  |

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| 2 | To encourage a culture of  | Waste policy- The institute has made a concerted effort to split the bins into three categories for the sake of the environment: recyclable garbage, kitchen waste, and non-biodegradable waste. Scrap laptops, printers, smart phones, and other electronic devices will be sold to authorize recycling merchants. A hierarchical strategy to waste management is used by reducing, reusing, and Recycling.  The Journal "Design Quest," published biannually by  |
|---|--|--|
|   | research in academia and among students  |  |
| 3 | To enhance the organization's standards (AAA) for academic and administrative operations | Satyam Fashion Audit Committee formed a three-member committee to perform an Academic Audit of the college. The Audit Committee was composed of the External Members. The goal of an academic audit is to urge departments or programmes to examine their "education quality processes"-the core faculty activities required to develop, ensure, and continuously enhance the quality of teaching and learning. AAA is conducted on a regular basis yearly. AAA conducted on 29th August 2022 by the External Audit Committee Dr. Nalini Patil, Dean (Addl. Charge), Faculty of Interdisciplinary Studies, Principal, SNDT College Of Education, Maharshi Karve Vidya Vihar, Karve Road, Pune, Dr. Nidhi Sisodia, Department of Chemical Quality and Research & Development, NITRA, Uttar Pradesh & Dr. Archana Jain, Department of Home Science, Vivekananda College, University of Delhi.  The team visit was intended to assess and appreciate along with some suggestions which were given for further improvement in the Institute. The audit team congratulated the Satyam team for its efforts towards best teaching practice, using ICT in education, Faculty Development Programmes organized on regular basis, Infrastructural improvements, Internship & Placements Programme, quality of Teaching and motivation of students entrepreneur by providing platform ABHIVYAKTI. The team also interacted with all departments of teaching and non-teaching staff, as well as the institution's Principal, Vice Principal and |
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|   |                                   | Management. The team went around the entire campus,        |
|---|-----------------------------------|--|
|   |                                   | including the hostel, gym, library, and all departments    |
|   |                                   | and labs. The interaction offered a method about the       |
|   |                                   | Functioning of many sections within the institution.       |
| 4 | Initiatives for student's through | Satyam Fashion Institute joined the Confederation of       |
| - | MOU & Industry linkages           | Indian Industry (CII) in order to further its mission of   |
|   | wide a maustry mikages            | collaborating with the government and industry to          |
|   |                                   | develop and maintain an environment that supports          |
|   |                                   | ÷  |
|   |                                   | industry growth in India. CII provided webinars on         |
|   |                                   | quality efforts, and it also gave faculty and students     |
|   |                                   | certifications.  |
|   |                                   | Satyam Fashion Institute also signed an MOU with Sai       |
|   |                                   | Polyclinic, LIVA, Celestial Lifestyle LLP, Bharatpuria     |
|   |                                   | Siksha Samiti and R & A Silk International to enhance      |
|   |                                   | employability of students and to give adequate exposure    |
|   |                                   | to industrial practice by way of internship and industrial |
|   |                                   | visits. The MOU also paves way for conducting              |
|   |                                   | conferences, seminars, and workshops on topics of          |
|   |                                   | mutual interest.   |
|   |                                   | Apart from this, the Institute holds various strong        |
|   |                                   | Fashion Industry linkages.                                 |
| 5 | To collect feedback on            | Feedback on curriculum was collected from students,        |
|   | curriculum                        | alumni, and parents via Google form at the end of the      |
|   | Cumculum                          | year. The analysis has been duly signed by the principal   |
|   |                                   | And uploaded on the website.                               |
| 6 | Entrepreneurship Scheme           | To give a platform to the students for earning during      |
| U | Entrepreneurship Scheme           |  |
|   |                                   | their learning in the Campus. Satyam Fashion Institute     |
|   |                                   | has been regularly facilitating our students an 'Earn      |
|   |                                   | While You Learn' scheme. This programme gives to the       |
|   |                                   | students hands on experience and confidence thereby        |
|   |                                   | preparing them better for taking up jobs in future. SFI    |
|   |                                   | felicitated 23 students with prize money for their         |
|   |                                   | excellent work during the academic year 2022-23.           |
|   |                                   | Learning by doing' and 'earning by learning' is one of     |
|   |                                   | the most important pillars of future career development.   |
| 7 | To build Alumni Network           | The SFI- Alumni Association organizes numerous             |
|   |                                   | programmes and provides significant support to our         |
|   |                                   | students. The Association provides students with           |
|   |                                   | increased opportunities for growth and holistic            |
|   |                                   | development by expanding their skill set through           |
|   |                                   | interactive workshops and activities held throughout the   |
|   |                                   | year. Every year, the institution conducts an Alumni       |
|   |                                   | Annual Meeting to enhance interaction among                |
|   |                                   | management, faculty members, and alumni. The alumni        |
|   |                                   | organization is consistently active in ensuring attendance |
|   | 4                                 | At meetings and providing alumni with updates on their     |
|   | - Hatos                           | 1 it mootings and providing alumin with apalies on their   |

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| 8  | To promote faculty development initiatives             | job advancement. As well as organized an award ceremony event for its Alumni's and honored them with the prestigious awards and certificates. Satyam fashion institute believes in staying in touch with its alumni with an aim to guide and motivate them.  To promote quality research, academic integrity, and publication Dr. Neetu Malhotra, Vice Principal- SFI has published 3 papers in UGC Care Journal & 1 paper in Scopus. Total 10 FDP's were attended by the faculty members in the academic year 2022-23.  |
|----|--|--|
| 9  | To arrange educational visits and workshop             | Various industrial visits and educational workshops were organized during the Academic year to help the students in practical understanding and provide knowledge for the field work in the Fashion Industry such as  • Visit to Denim Show • Gartex Texprocess Expo in Pragati Maidan, New Delhi • National and International fairs held in Delhi-NCR • Visits to Different Export House(Noida) • Leather market (Karol Bagh) • National Gallery of Art, (Delhi) • Chandni Chowk (Jewellery Market) • Visit to LIVA Studio (Head office) • Visit to Jawaharlal Nehru Stadium, New Delhi. • Visit to Delhi World Book Fair • Jewellery Making workshop |
| 10 | Career Development through<br>Placement Drive          | • workshop on Union Budget 2023  Satyam Fashion Institute, Noida organized"Campus Placement Drive" Under Placement Assistance Cell For the Final Year students. Different companies like Mango, Myntra, just to name a few, showed their interest and coordinated with Satyam Fashion Institute for this placement selection.  |
| 11 | To organize a Medical Awareness Camp at the Institute. | Satyam Group of Institutions, Noida under the IQAC   |
|    | Duta Mallatin  | Principal  |

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|    |   | <ul> <li>110 members went for a general health checkup which included blood pressure, temperature, and pulse and oxygen level of an individual.</li> <li>SFI also organized an Eye Checkup camp in collaboration with Precision Optics Sect. 50 Noida on 19th January, 2023. All the students got their eyes checked including teaching faculties, staff etc. The camp focused on the optical health of all the members of satyam Group of Institution. It was a successful Venture as all the members went for an eye checkup.</li> <li>Satyam Fashion Institute, Noida organized a blood donation camp in collaboration with SAI POLYCLINIC on 10th November, 2022 under the IQAC extension cell for its students and faculty members. The camp aimed to contribute to society by donating blood. Plenty of students and faculty stepped forward to contribute to society and make this event successful.</li> </ul> |
| 12 | To promote the Craft Cluster work in collaboration with Artisans                  | To felicitate Noida Haat Authorities for giving wonderful opportunity to the SFI students for craft cluster project Satyam Fashion Institute invited artisans on 29th October, 2022.ACraftBazaarwasheldtotrain the students, display and sell their handmade products. SFI students were trained through them and the artisans imparted their knowledge and skills to our students. It was a great opportunity for students of Satyam Fashion Institute to learn from those artisans who have been working for the upliftment of crafts for the past many years. Learning the skills directly from the artisans always gives a different exposure and it is a life time Opportunity.   |
| 13 | To implement more Value added program in the Institute as per NEP 2020 Guidelines | Satyam Fashion Institute implemented Value Added Courses for the academic year 2022-2023. The matter was discussed in the Academic meeting which has been approved for the academic and overall career growth of the students. These courses were added for guiding and motivating the students to enhance their growth and professional development.  The Value Added Courses for the academic year 2022-2023 were-  • Usha International Workshop  • Aagaaz-Theatre Workshop   |
| 14 | To organize various Cultural Programs in the Institute                            | SFI organized several cultural events like Triptych2023,<br>Saraswati Pooja on Basant Panchmi, Holi<br>&DiwaliCelebration,GaneshChaturthi,Vishwakarma  |
|    | Nutu Mallotia<br>IOAC Coordinator   | Principal  |

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|    |   | Pooja and many more. SFI celebrated India's 74th Republic Day and paid a tribute to our freedom fighters who have contributed towards building our nation. Students of SFI performed on patriotic medleys and gave singing performances. All the staff members and teachers of SFI, Noida unfurled the national flag on this day.  Fashion is a reflection of contemporary society. The talented students of Satyam Fashion Institute organized "TRIPTYCH 2023" on March 4 <sup>th</sup> 2023 and showcased the innovative and exquisite collection. Their collection was contemporary, drawing inspiration from various fashion eras, and was well received by the respective audience. Triptych 2023 was a gala event of 14 collections managed and presented by the final year batches of all four departments. |
|----|---|--|
| 15 | NAAC Cycle 2 Affiliation visit  | 1  |
| 16 | Introduction of CHETNA<br>(Centre for Health Education,<br>Training and Nutrition<br>Awareness) Programme of<br>SNDT University | As per the SNDT University Guidelines, SFI introduced 4 Chetna programmes for the students. The names of the programme is as follows:  1. Craft Based Design Products 2. Digital Illustration for Fashion Industry 3. Sustainable Fashion & Lifestyle accessories 4. Product Photography   |

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Dr. Vandana Jaglan

Principal & Chairperson of Academic cells