



SATYAM FASHION INSTITUTE, NOIDA
Affiliated to SNT Women's University, Mumbai

WOMEN CELL

Minutes of the Meeting held on 5th April 2022

Agenda of the meeting:

- Planning of a session with Consultant Psychologist

Name of persons present:

1. Dr. Vandana Jaglan
2. Dr. Neetu Malhotra
3. Dr. Sakshi Shail
4. Dr. Preeti Singh
5. Mr. Ujjwal Ankur
6. Ms. Charu Ahluwalia
7. Ms. Neetu Sharma

Ujjwal Ankur

Summary:

Sr. No.	Item discussed	Person responsible	Deadline (if any)
1	All the cell members are instructed to plan a session for all the staff and students to remove stress	All the cell members	As soon as possible
3	Students coordinator will be informed about the events planned by cell	All the cell members & student members	As soon as possible
4	After approval cell member will approach and coordinate with concerned Psychologist.	Cell members	Before the event

Name & signature of the persons present:

Neetu
HOD & IQAC Coordinator

Charu Sakshi Preeti
Ujjwal

Ms. Neetu

Principal
Principal



SATYAM FASHION INSTITUTE, NOIDA

Affiliated to SNDT Women's University, Mumbai

WOMEN CELL

Minutes of the Meeting held on 6th January 2022

Agenda of the meeting:

- Planning of mask distribution to the housekeeping female staff

Name of persons present:

1. Dr. Vandana Jaglan
2. Dr. Neetu Malhotra
3. Dr. Sakshi Shail
4. Dr. Preeti Singh
5. Mr. Ujjwal Ankur
6. Ms. Charu Ahluwalia
7. Ms. Neetu Sharma

Summary:

Sr. No.	Item discussed	Person responsible	Deadline (if any)
1	All the cell members are instructed to plan awareness among the Female housekeeping staff will keep a physical distance, wear a well-fitting mask, avoid poorly ventilated or crowded spaces and keep hands clean.	All the cell members	As soon as possible
3	Students coordinator will be informed about the events planned by cell	All the cell members & student members	As soon as possible
4	After approval the distribution of Mask, the mask will be purchased in the market.	Cell members	Before the event

Name & signature of the persons present:

HOD & IQAC Coordinator

Principal



SATYAM FASHION INSTITUTE, NOIDA

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WOMEN CELL

Minutes of the Meeting held on 5th March 2021

Agenda of the meeting:

- Planning of sanitary pads distribution to the housekeeping female staff

Name of persons present:


1. Dr. Neetu Malhotra
2. Dr. Sakshi Shail
3. Dr. Preeti Singh
4. Mr. Ujjwal Ankur
5. Ms. Charu Ahluwalia
6. Ms. Neetu Sharma


Summary:

Sr. No.	Item discussed	Person responsible	Deadline (if any)
1	All the cell members are instructed to plan awareness among the female housekeeping staff about the feminine hygiene and how they will keep themselves clean and Proper use and safe disposal of sanitary napkins.	All the cell members	As soon as possible
3	Students coordinator will be informed about the events planned by cell	All the cell members & student members	As soon as possible
4	After approval the distribution of napkins, the napkins will be purchased in the market.	Cell members	Before the event

Name & signature of the persons present:


HOD & IQAC Coordinator



Principal

SATYAM FASHION INSTITUTE, NOIDA
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WOMEN CELL

Minutes of the Meeting held on 3rd February 2021

Agenda of the meeting:

- Meeting with Cell members
- Planning about a brief introduction will be given to the students about the cell and its activity.

Name of persons present:

1. Dr. Vandana Jaglan
2. Dr. Neetu Malhotra
3. Dr. Sakshi Shail
4. Dr. Preeti Singh
5. Mr. Ujjwal Ankur
6. Ms. Charu Ahluwalia
7. Ms. Neetu Sharma

Summary:

Sr. No.	Item discussed	Person responsible	Deadline (if any)
1	All the cell members are instructed to plan workshop on Awareness regarding women cell for new batches of SFI & SJMC Students.	All the cell members	As soon as possible
2	Presentation will be made by cell members for the workshop	All the cell members	As soon as possible
3	Students will be informed about the workshop planned by cell members	All the cell members & student members	As soon as possible

Name & signature of the persons present:

HOD & IQAC Coordinator

Principal