

Academic committee and Examination Committee

Date- 27/01/2021

Time- 3:00 PM

Venue - Principal Chamber

Taken by- Principal/HOD

Meeting attended by-Committee members

Agenda of meeting:

1. Regarding final practical exam of B.Sc B.Ed/ B.A. B.Ed Integrated Course
2. Any other matter with the permission of the chair.

Minutes of the Meeting

1. Teachers were instructed to complete their practical in concerned subjects.
2. Prepare students for viva-voce on all practical examination.
3. It was decided that teachers should prepare students for practical and prepared sample questions for viva.
4. No other matter was discussed in the meeting.
5. Teachers are asked to instruct students to complete and submit their practical copies.



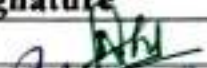
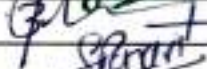
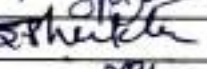
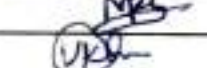


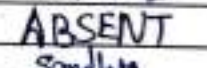
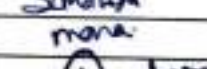
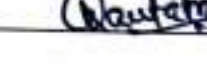


Principal
Principal
(Education)

Sandipani Academy
Achhoti, Distt. Durg (C G)

Action Taken:

The pupil teachers were given all the instructions regarding, examination and prepared students for Viva- Voce.

Attended By:

S. No.	Name of the Member	Designation	Signature
1.	Dr. Nazia Ahmad	Principal	
2.	Dr. Abha Dubey	Advisor	
3.	Dr. Sandhya Pujari	HOD	
4.	Ms. Saroj Shukla	Assistant Professor	
5.	Ms. Meena Pandey	Assistant Professor	
6.	Mr. Vinod Sahu	Assistant Professor	
7.	Mrs. Sujata Rao	Assistant Professor	
8.	Ms. Vandana Singh	Assistant Professor	
9.	Ms. Kavita Patel	Assistant Professor	
10.	Ms. Vidya Devi	Assistant Professor	ABSENT
11.	Ms. Sandhya Shrivastava	Assistant Professor	
12.	Mrs. Mona Bikrol	Assistant Professor	
13.	Mr. Vivek Kumar Gautam	Assistant Professor	


Principal
Principal
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Sandipani Academy
Achhoi, Distt. Durg (C G)

SANDIPANI ACADEMY

ACHHOTI (MURMUNDA), DURG (C.G.)

Date- 15/03/2021

Day- Monday

Time-2: 00 PM

Venue- Principal Room

Agenda

1. Introduction about NAAC
2. Framing IQAC committee
3. To finalise annual academic plan and calendar for the year 2021
4. Reframing of vision, mission, objectives and HR policy of the institution
5. Planning for conducting webinar for the year 2021
6. Conducting Guest Lectures, FDPS and motivational lectures on regular basis
7. Creating MOUs and Linkages with other institution
8. Regarding village adoption
9. Regarding formation of Committees and Criteria wise work distribution
10. Any other matter with the permission of the chair.



Principal

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Sandipani Academy
Achhoti, Distt. Durg (C.G.)

SANDIPANI ACADEMY

ACHHOTI (MURMUNDA), DURG (C.G.)

Minutes of the Meeting held on 15/03/2021

1. Chairperson greeted all members presented in the meeting . Dr. Abha Dubey explained about NAAC and IQAC committee and briefed about the objectives of IQAC. It was decided to frame IQAC committee. Then initiated the discussion about the framing Annual Academic Planner and Annual Activity Calender of and HR Policy responsibilities has been given to HOD and Principal for preparing Annual academic planner and Dr. Abha Dubey was given responsibility for HR policy.
2. After intensive discussion among the members of IQAC following topics were suggested and responsibilities given to the members mentioned below.
 - a. Stress Management – MS. Meena Pandey
 - b. Research Methodology- MS. Meena Pandey
 - c. National Education Policy- Dr. Abha Dubey
 - d. Gender sensitization- Dr. Abha Dubey
3. It was decided to organize guest lectures, motivational lectures and FDPS on regular basis for these responsibilities have been given to HOD/Principal.
4. It has been decided to create MOU'S with other Institution. MOU'S with NGOS like CESCO, Leela's foundation and with colleges like Gracious College, Abhanpur and Columbia College, Tekari will be done and responsibility has been given to Dr. Abha Dubey.
5. It has been decided that Achhoti Village will be adopted for social activities.
6. Criteria wise responsibility was given to the staff.
8. It was decided to publish story book and launch certificate course on Spoken English and Computer and online certificate course on Ancient Indian Physics. Responsibility given to Ms. Mamta Dhruve for publishing story book and Mr. Lokesh Dewanagan and Mr. Vivek Gautam have been assigned responsibilities for conducting certificate course. Director of the institution suggested to identify and finalise list of activities every month



Principal

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SANDIPANI ACADEMY

ACHHOTI (MURMUNDA), DURG (C.G.)




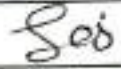
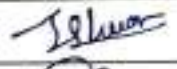
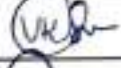
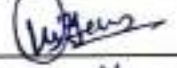
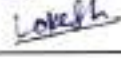
Action Taken Report of IQAC on 15/03/2021

AGENDA	ACTION TAKEN
Agenda 1 <ul style="list-style-type: none"> ➤ Reframing of Vision, Mission and Objectives of the Institution ➤ HR Policies ➤ IQAC Committe 	Vision, Mission and Objectives of the Institution -framed HR Policies -framed IQAC Framed
Agenda 2 <ul style="list-style-type: none"> ➤ Planning for conducting webinar 	Stress Management – MS. Meena Pandey 25- 26 June 2021 Research Methodology- MS. Meena Pandey 29 th December 2021 National Education Policy- Dr. Abha Dubey 30 th November 2021 Gender sensitization- Dr. Abha Dubey 24/04/2021 Innovations in Learning and learning management system conducted 08/07/2021
Agenda 3 <ul style="list-style-type: none"> ➤ Conducting Guest Lectures Every month and motivational lectures 	Included as regular basis


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AGENDA	ACTION TAKEN
Agenda 4 ➤ Creating MOUs and Linkages with other institution	Two MOUS with NGO (CESCO and Leela's Foundation and two with Colleges (Columbia and Gracious College) and Poster Competition on prevention on Covid
Agenda 5 ➤ To adopt village for doing social Activities	Achhoti Village adopted
Agenda 6 ➤ Regarding formation of committees and criteria	Formation of Committess and Criteria wise work distributed
Agenda 7 ➤ Any other matter with permission of the chair.	Story Book and Two certificate course will start from July


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S. No.	Name of the Faculty	Designation	Sign.
1.	Dr. Sandhy Pujari	HOD	
2.	Ms. Meena Pandey	Assistant Professor	
3.	Mr. Nabamita Das	Assistant Professor	
4.	Mrs. M. Sujata Rao	Assistant Professor	
5.	Mr. Ishwar Prasad Sahu	Assistant Professor	
6.	Mr. Vinod Sahu	Assistant Professor	
7.	Ms. Vidya Chandrakar	Assistant Professor	
8.	Mr. Lokesh Kumar Dewangan	Assistant Professor	


Principal

Principal
(Education),
Sandipani Academy
Achhoti, Distt. Durg (C.G.)

Academic committee

Date- 26-3-2021

Time- 3:00 PM

Venue- Principal Chamber

Taken by- HOD/Principal

Meeting attended by- Committee members

Agenda of meeting:

1. Regarding Conduction of Guest Lecture
2. Any other matter with the permission of the chair.

Minutes of Meeting:-


1. It was decided in the meeting that **guest lecture** should be conducted on **regular basis** in each course.
2. **Every month** there should provision for the conduction of **guest lecture**.
3. No other matter was discussed in the meeting.



Principal

Action Taken:

1. Guest lecture started from 03/04/2021

Attended By:

S. No.	Name of the Member	Designation	Signature
1.	Dr. Nazia Ahmad	Principal	
2.	Dr. Abha Dubey	Advisor	
3.	Dr. Sandhya Pujari	HOD	
4.	Ms. Saroj Shukla	Assistant Professor	
5.	Ms. Meena Pandey	Assistant Professor	
6.	Mr. Vinod Sahu	Assistant Professor	ABSENT
7.	Mrs. Sujata Rao	Assistant Professor	
8.	Ms. Vandana Singh	Assistant Professor	
9.	Ms. Kavita Patel	Assistant Professor	
10.	Ms. Vidya Devi	Assistant Professor	
11.	Ms. Sandhya Shrivastava	Assistant Professor	


Principal
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Sandipani Academy
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Academic committee and Examination Committee

Date- 04/05/2021
Time- 3:00 PM
Venue- Principal Chamber
Taken by- HOD/Principal
Meeting attended by-Committee members

Agenda of meeting:

1. Regarding online university semester exam of B.Ed I semester and B.Ed III semester, Integrated Course
2. Any other matter with the permission of the chair.

Minutes of Meeting:


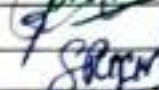
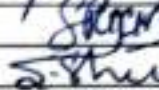
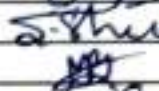
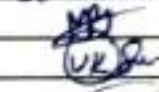

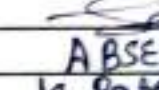
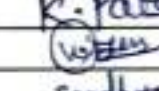
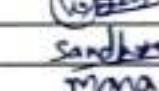
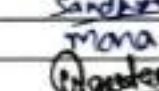
1. The teachers were instructed to give detailed information and guide lines to students for appearing in online examination which were scheduled on 13/05/2021 and 14/05/2021.
2. They were informed about their examination center in Government Khoobchand Baghel College, Bhilai 3 from where they should collect their answer copy.
3. Staff is suggested to give detail instruction about collecting answer copy from the center. They were asked to give them mock drill of online examination.

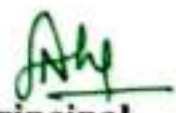

Principal
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Action Taken:

1. All work regarding conduction of online examination was properly executed.

Attended By:

S. No.	Name of the Member	Designation	Signature
1.	Dr. Nazia Ahmad	Principal	
2.	Dr. Abha Dubey	Advisor	
3.	Dr. Sandhya Pujari	HOD	
4.	Ms. Saroj Shukla	Assistant Professor	
5.	Ms. Meena Pandey	Assistant Professor	
6.	Mr. Vinod Sahu	Assistant Professor	
7.	Mrs. Sujata Rao	Assistant Professor	
8.	Ms. Vandana Singh	Assistant Professor	ABSENT
9.	Ms. Kavita Patel	Assistant Professor	K. Patel
10.	Ms. Vidya Devi	Assistant Professor	
11.	Ms. Sandhya Shrivastava	Assistant Professor	
12.	Mrs. Mona Bikrol	Assistant Professor	mona
13.	Mr. Vivek Kumar Gautam	Assistant Professor	


Principal
Principal
(Education)
Sandipani Academy
Achhoi, Distt. Durg (C G)

SANDIPANI ACADEMY

ACHHOTI (MURMUNDA), DURG (C.G.)

Academic committee

Date- 18/05/2021
Time- 3:00 PM
Venue- Principal Chamber
Taken by - HOD/Principal
Meeting attended by- Committee members

Agenda of meeting:

1. Regarding Annual Academic Calendar B.Ed II and B.Ed IV Semester
2. Any other matter with the permission of the chair.

Minutes of Meeting:


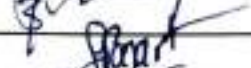
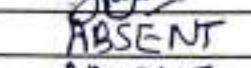
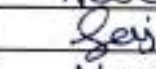
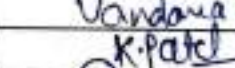
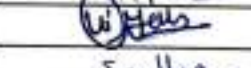


1. Academic committee finalized academic calendar for B.Ed II and B.Ed IV
2. Syllabus should be completed on time so that in academic calendar, all activities are properly divided month wise.
3. Teachers were instructed to give pupil teachers regarding, course, examination and internship and observation.


Principal
(Education)
Sandipani Academy
Achhoti, Distt. Durg (C.G.)

Action Taken:

1. Academic Calendar was prepared for B.Ed II and B.Ed IV.
2. Teachers instructed pupil teachers regarding, course, examination and internship and observation.

Attended By

S. No.	Name of the Member	Designation	Signature
1.	Dr. Nazia Ahmad	Principal	
2.	Dr. Abha Dubey	Advisor	
3.	Dr. Sandhya Pujari	HOD	
4.	Ms. Saroj Shukla	Assistant Professor	ABSENT
5.	Ms. Meena Pandey	Assistant Professor	ABSENT
6.	Mr. Vinod Sahu	Assistant Professor	ABSENT
7.	Mrs. Sujata Rao	Assistant Professor	
8.	Ms. Vandana Singh	Assistant Professor	
9.	Ms. Kavita Patel	Assistant Professor	
10.	Ms. Vidya Devi	Assistant Professor	
11.	Ms. Sandhya Shrivastava	Assistant Professor	


Principal

Principal
(Education)
Sandipani Academy
Aghhoi, Distt. Durg (C C)

Academic Committee

Date- 26/06/2021

Day- Thursday

Time- 12: 00 Noon

Agenda:

1. Regarding Annual Academic Calendar B.Sc. B.Ed/ B.A. B.Ed Integrated Course.
2. Any Other Matter with the permission of the chair.

Minutes of Meeting:

1. Academic committee finalized academic calendar
2. Syllabus should be completed on time so that in academic calendar, all activities are properly divided month wise.
3. Teachers were instructed to give pupil teachers regarding, course, examination and internship and observation schedule.
4. It was also discussed to take measures to complete syllabus on time.
5. No other matter was discussed in this meeting.

Principal


Principal
(Education)
Sandipani Academy
Achhoti, Distt. Durg (C G)

Action Taken:

It was decided to prepare the academic calendar for the session 2021-22. Duty was given to Mr. Vivek Kumar Gautam and the due date was 08/07/2021

Attended By:

S. No.	Name of the Member	Designation	Signature
1.	Dr.Nazia Ahmad	Principal	
2.	Dr.Abha Dubey	Advisor	
3.	Dr.Sandhya Pujari	HOD	
4.	Ms.Saro jShukla	Assistant Professor	
5.	Ms.Meena Pandey	Assistant Professor	
6.	Mr.Vinod Sahu	Assistant Professor	
7.	Mrs.Sujata Rao	Assistant Professor	
8.	Ms.Vandana Singh	Assistant Professor	
9.	Ms.Kavita Patel	Assistant Professor	
10.	Ms.Vidya Devi	Assistant Professor	
11.	Ms.Sandhya Shrivastava	Assistant Professor	



Principal

Principal
(Education)

Sandipani Academy
Achhoi, Distt. Durg (C G)



SANDIPANI
ACADEMY

Gram - Achhoti, Post- Murmunda,
Via- Dhamdha, Dist.- Durg (C.G.) 490036
Phone : +91 78212 99288
Mobile : +91 9300008230

Date – 03-07-2021

Notice

Notice to all staff members that there will be a meeting at the staff room on 5th july 2021 at 2:30pm to review the present curriculum of different courses.

Following agendas will be discussed.

1. **Internship of students**
2. **Short term certificate course**

Principal
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Achhoti, Distt. Durg (C.G.)



Date – 05-07-2021

Minutes of meeting -

1. Internship discussion – Principal mam directed all teachers to conduct **micro-discussions, lesson** in their respective teaching groups and informed faculty members about **simulation teaching to be conducted after micro practice lesson** to ensure effective internship.
2. **Short term certificate course courses should be added.**

**Principal
Principal
(Education)**

**Sandipani Academy
Achhoti, Distt. Durg (C.G.)**



Teaching Staff -

S.No.	Name	Signature
1	Dr. Sandhya Pujari	
2	Mrs. Meena Pandey	
3	Mrs. M. Sujata Rao	
4	Mrs. Sandhya Shriwastava	
5	Mr. Ghashu Ram Nisad	
6	Mrs. Mona Bikrol	
7	Mr. Ishwar Prasad Sahu	
8	Mr. Mukesh Kumar Verma	
9	Ms. P. Nagratnam	
10	Mr. Vinod Sahu	
11	Mrs. Sonali Sarkar	
12	Ms. Nabamita Das	
13	Dr. Abha Dubey	
14	Mr. Vivek Gautam	
15	Ms. Kavita Patel	
16	Ms. Minakshi Panchal	
17	Mr. Lokesh Dewangan	
18	Ms. Neha	

Principal
Principal
(Education)

Sandipani Academy
Achhoti, Distt. Durg (C G)



SANDIPANI
ACADEMY

Gram - Achhoti, Post- Murmunda,
Via- Dhamdha, Dist- Durg (C.G.) 490036
Phone : +91 78212 99288
Mobile : +91 9300008230

Report

In the Staff Meeting held on July 5, 2021; Principal madam convey to the staff members to conduct micro- discussion lessons to ensure effective teaching practices during the internship. Suggestions for selection of Short term certificate courses were invited and selected courses were put to practice. Spoken English, Computer learning and Ancient Indian physics were selected as Short term certificate courses.

Principal
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SANDIPANI ACADEMY
ACHHOTI (MURMUNDA), DURG (C.G.)

सूचना

सांदीपनी एकेडमी संस्था के शिक्षा विभाग के समस्त शिक्षकगण को सूचित किया जाता है कि दिनांक 08.07.2021 और 09.07.2021 का संस्थान में Faculty Development Program रखा गया है, जिसके तहत शिक्षा विभाग के सभी शिक्षकगण को उपस्थित रहना अनिवार्य हैं। अतः कोई भी शिक्षकगण उक्त दिनांक में अवकाश नहीं लेंगे।

05.07.2021

प्राचार्य
(डॉ. नाज़िया अहमद)
शिक्षा विभाग
सांदीपनी एकेडमी
रखोटी, जिला-दुर्ग (छ.प्र.)

Principal
(Education)

Sandipani
Achhoti, Durg

~~A GUEST LECTURE~~



SANDIPANI ACADEMY
ACHHOTI(MURMUNDA),DURG(C.G.)

Notice

Date:-27/08/2021

All B.Sc. B.Ed. Students of Sandipani Academy, Achhoti are informed that your **Guest Lecture of Political Science (Topic- Governor Functions and Power)** is held on 31 Aug. 2021 at 3pm onwards at Google Meet. It is mandatory to attend all students in this Guest Lecture. All Students are requested to join at the right time.

A handwritten signature in black ink, appearing to read 'Dr. Nazia Ahmed'.

Principal
Dr. Nazia Ahmed
Sandipani Academy, Achhoti

A handwritten signature in black ink, appearing to be a name followed by a horizontal line.

Principal
(Education)
Sandipani Academy
Achhoti, Distt. Durg (C.G.)



SANDIPANI ACADEMY

ACHHOTI(MURMUNDA),DURG(C.G.)

Notice

Date:-26/08/2021

All B.Sc. B.Ed. Students of Sandipani Academy, Achhoti are informed that your Guest Lecture of Chemistry **(Topic- Molecular Concentration)** is held on **27th Aug. 2021** at 12pm onwards at Google Meet. It is mandatory to attend all students in this Guest Lecture. All Students are requested to join at the right time.

A handwritten signature in black ink, appearing to read 'Dr. Nazia Ahmed'.

Principal

Dr. Nazia Ahmed
Sandipani Academy, Achhoti

SANDIPANI ACADEMY

ACHHOTI (MURMUNDA), DURG (C.G.)

Academic committee

Date- 14/09/2021

Time- 3:00 PM

Venue- Principal Chamber

Taken by- HOD

Meeting attended by- Committee members

Agenda of meeting:

1. Regarding 3 months School Internship in B.Ed III sem, B.Sc. B.Ed/ B.A. B.Ed IV year, one month school observation and teaching in B.Sc. B.Ed/ B.A. B.Ed II and III year.
2. Any other matter with the permission of the chair.

Minutes of Meeting:

1. Teachers informed students regarding procedure of school internship and schools were allotted to students. The committee members discussed about the procedure of Internship and observation. HOD mam asked the staff to explain the entire process of observation to the students. Students must follow the rules of observation and internship and they should fill all formats and take signature of the principal in all the copies from their allotted schools.
2. No other matter was discussed.

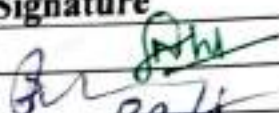
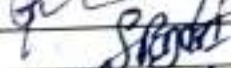
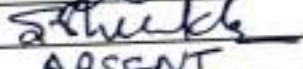
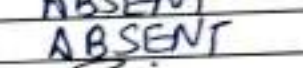
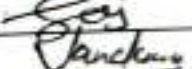
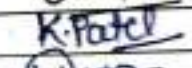




Principal

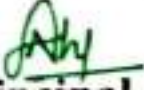
Sandipani Academy
Achhoti, Dist. Durg (C.G.)

Action Taken:

Teachers were given all the direction and guidance regarding School Internship and school observation

Attended By:

S. No.	Name of the Member	Designation	Signature
1.	Dr. Nazia Ahmad	Principal	
2.	Dr. Abha Dubey	Advisor	
3.	Dr. Sandhya Pujari	HOD	
4.	Ms. Saroj Shukla	Assistant Professor	
5.	Ms. Meena Pandey	Assistant Professor	ABSENT
6.	Mr. Vinod Sahu	Assistant Professor	ABSENT
7.	Mrs. Sujata Rao	Assistant Professor	
8.	Ms. Vandana Singh	Assistant Professor	
9.	Ms. Kavita Patel	Assistant Professor	
10.	Ms. Vidya Devi	Assistant Professor	
11.	Ms. Sandhya Shrivastava	Assistant Professor	


Principal
Principal
(Education)
Sandipani Academy
Achhoi, Distt. Durg (C G)

Academic committee

Date	:	15/09/2021
Time	:	3:00 PM
Venue	:	Principal Chamber
Taken by	:	Principal/ HOD
Meeting attended by	:	Committee members

Agenda of meeting:-

1. Regarding Conduction University Practical Exam in Integrated Course
2. Any other matter with the permission of the chair.

Minutes of the Meeting

1. Teachers were instructed to prepare students for viva-voce on teaching experience and Psychometric assessment in B.Sc. B.Ed/ B.A. B.Ed fourth year.
2. It was decided that teachers should prepare students for practical and prepared sample questions of Botany, Zoology. Chemistry and Physics in B.Sc. B.Ed I, II and III year for viva.
3. No other matter was discussed in the meeting.

Action Taken:

Teachers of concerned department took practical classes before commencement of the practical which will be scheduled in the month of February.

Attended By

1. Dr.Nazia Ahmed
2. Dr.Sandhya Pujari
3. Ms.Meena Pandey-Absent
4. Ms.Ranjana Thakur
5. Mr.Vinod Sahu
6. Mrs.Sujata Rao
7. Ms.Kavita Patel
8. Ms.Vidya Devi
9. Ms.Sandhya Shrivastava


Principal
(Education)
Sandipani Academy
Achhoti, Distt. Durg (C.G.)

Academic Committee and Examination Cell

Date- 15/09/2021

Time- 3:00 PM

Venue- Principal Chamber

Taken by-Principal/ HOD

Meeting attended by-Committee members

Agenda of meeting:

1. Unit Test in B.Ed III Semester and B.Ed I Semester.
2. Any other matter with the permission of the chair.

Minutes of Meeting:




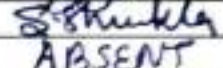
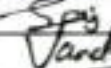
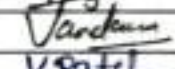
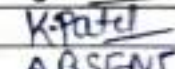
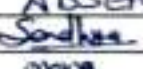


1. Teachers were instructed to prepare time table and question paper for the unit test.
2. They should give question paper till 20/09/2021.
3. It was also decided to conduct unit test in B.Ed I semester in the month of December.
4. No other matter was discussed in the meeting.


Principal
Principal
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Sandipani Academy
Achhoti, Distt. Durg (C G)

Action Taken:

Teachers prepared question papers for the for the unit test in B.Ed. I SEM. Conducted on 07/12/2021 and B.Ed III semester 25/09/202sk has been successfully completed.

Attended By:

S. No.	Name of the Member	Designation	Signature
1.	Dr. Nazia Ahmad	Principal	
2.	Dr. Abha Dubey	Advisor	
3.	Dr. Sandhya Pujari	HOD	
4.	Ms. Saroj Shukla	Assistant Professor	
5.	Ms. Meena Pandey	Assistant Professor	ABSENT
6.	Mr. Vinod Sahu	Assistant Professor	ABSENT
7.	Mrs. Sujata Rao	Assistant Professor	
8.	Ms. Vandana Singh	Assistant Professor	
9.	Ms. Kavita Patel	Assistant Professor	
10.	Ms. Vidya Devi	Assistant Professor	ABSENT
11.	Ms. Sandhya Shrivastava	Assistant Professor	
12.	Mrs. Mona Bikrol	Assistant Professor	
13.	Mr. Vivek Kumar Gautam	Assistant Professor	


Principal

Principal
(Education)
Sandipani Academy
-chhob, Distt. Durg (C.G.)



SANDIPANI ACADEMY

ACHHOTI(MURMUNDA),DURG(C.G.)

Notice

Date:-06/10/2021

All Students of Sandipani Academy, Achhoti are informed that Online Learning information related presentation is going to be held on 9th Oct. 2021 at 10pm onwards. It is mandatory to attend all students in this presentation on Topics-

1-Swayam Prabha

2-E-resources

3-Learning Management System.

Venue - 3rd Floor Seminar Hall


Principal

Dr. Nazia Ahmed
Sandipani Academy, Achhoti


Principal

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Academic committee

Date	:	13/11/2021
Time	:	3:00 PM
Venue	:	Principal Chamber
Chairperson	:	Principal/HOD
Meeting attended by	:	Committee members

Agenda of meeting:-

Regarding Conduction of Field Trip to Guru Ghasidas Sangrahalaya, Raipur.

Minutes of Meeting:-

1. It was decided in the meeting that field trip should be conducted for arts students.
2. Staff was asked to plan entire trip in which arrangement of bus facility, permission from the parents of the students should be taken compulsorily.
3. Permission from the Guru Ghasidas Sangrahalaya, Raipur should be taken and responsibility was given to Ms. Mamta Dhruvw.
4. It was decided that attendance of students should be taken in the morning and in the evening.

Action Taken:

Field trip was organized on 28/11/2021

Attended By

S. No.	Name of the Member	Designation	Signature
1.	Dr.Nazia Ahmad	Principal	ABSENT
2.	Dr.Abha Dubey	Advisor	
3.	Dr.Sandhya Pujari	HOD	
4.	Ms.Saroj Shukla	Assistant Professor	
5.	Ms.Meena Pandey	Assistant Professor	
6.	Mr Vinod Sahu	Assistant Professor	
7.	Mrs.Sujata Rao	Assistant Professor	
8.	Ms.Vandana Singh	Assistant Professor	
9.	Ms.Kavita Patel	Assistant Professor	
10.	Ms.Vidya Devi	Assistant Professor	
11.	Ms.Sandhya Shrivastava	Assistant Professor	


Principal
(Education)
Sandipani Academy
Achhoni, Distt. Durg (C.G.)



Academic committee

Date	:	11/12/2021
Time	:	3:00 PM
Venue	:	Principal Chamber
Taken by	:	HOD/Principal
Meeting attended by	:	Committee members

Agenda of meeting:-

1. Regarding conduction of **Induction Program** in B.Ed I year, B.Sc. B.Ed and B.A. B.Ed I Year
2. Any other matter with the permission of the chair

Minutes of Meeting:-

1. Academic committee finalized **academic calendar for B.Ed I and B.Ed III Semester** for the session 2021-22.
2. Teachers were asked to explain syllabus and **entire curriculum** to our students.
3. In induction program, students were explained about **Syllabus and curriculum** of the course.
4. Teachers were asked to explain about the course learning outcome and program learning outcome. They were also explained about the rules and regulation of the college.
5. Teachers were instructed to organise college visit for newly enrolled students and show them entire college campus and introduce them to the college personnel so that they can have positive attitude for the college.
6. **Plantation was done** by B.Ed. Students.

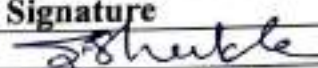
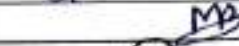
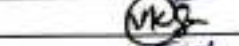
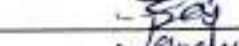




Action Taken:

Principal
(Education)

Sandipani Academy
Achhoti, Distt. Durg (C G)

Faculty was instructed to conduct induction program on 13/12/2021 in B.Ed I semester and Integrated on 11/01/2022 plantation

Attended By

S. No.	Name of the Member	Designation	Signature
1.	Ms. Saroj Shukla	Assistant Professor	
3.	Ms. Meena Pandey	Assistant Professor	
4.	Mr. Vinod Sahu	Assistant Professor	
5.	Mrs. Sujata Rao	Assistant Professor	
6.	Ms. Vandana Singh	Assistant Professor	
7.	Ms. Kavita Patel	Assistant Professor	
8.	Ms. Vidya Devi	Assistant Professor	
9.	Ms. Sandhya Shrivastava	Assistant Professor	


Principal
(Education)
Sandipani Academy
Achhoi, Distt. Durg (C G)

*** GUEST LECTURE ***

Notice

Date:-02/02/2022

All B.Sc. B.Ed.(Bio) Students of Sandipani Academy, Achhoti are informed that your **Guest Lecture of Zoology** is going to be held on **07st February 2022** at 12pm onwards at Google Meet. It is mandatory to attend all students in this Guest Lecture. All Students are required to join at the right time. All classes of **B.Sc.B.Ed. (Bio)** will be suspended after 12.00 pm onwards .



HOD

Dr. Sandhya Pujari
Sandipani Academy, Achhoti



Principal
(Education)
Sandipani Academy
Achhoti, Distt. Durg (C.G.)

NOTICE

DATE: 25/02/2022

All teaching staff and non-teaching staff of Sandipani Academy, Achhoti is informed that tomorrow **Faculty Development Program** will be held.

There are some mandatory instructions:

1. All staff will come in a simple clothes (Female will come in salwar ~~S~~uet only and male will come in a formal wear).
2. Follow all the covid norms (Carry sanitizer, mask and water bottle).



DR. SANDHYA PUJARI
HQD



Principal

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Academic Committee and Examination Cell

Date- 02/03/2022
Time- 3:00 PM
Venue- Principal Chamber
Taken by- HOD
Meeting attended by- Committee members

Agenda of meeting:

1. Regarding Unit Test in B.Ed II and IV Semester.
2. Any other matter with the permission of the Chair.

Minutes of Meeting:

1. Teachers were instructed to prepare time table and question paper for the unit test.
2. They should give question paper till 05/09/2022.
3. No other matter was discussed in the meeting.

Teachers prepared question and time table papers for the unit test conducted on 10/03/2022


Principal
Principal
(Education)
Sandipani Academy
Achhoti, Distt. Durg (C G)

Action Taken:

Teachers prepared question paper on given time and time table for the unit test conducted on 10/03/2022

Attended By:

S. No.	Name of the Member	Designation	Signature
1.	Dr.Nazia Ahmad	Principal	ABSENT
2.	Dr.AbhaDubey	Advisor	ABSENT
3.	Dr.SandhyaPujari	HOD	ABSENT
4.	Ms.SarojShukla	Assistant Professor	ABSENT
5.	Ms.MeenaPandey	Assistant Professor	ABSENT
6.	Mr.VinodSahu	Assistant Professor	ABSENT
7.	Mrs.SujataRao	Assistant Professor	ABSENT
8.	Ms.Vandana Singh	Assistant Professor	ABSENT
9.	Ms.Kavita Patel	Assistant Professor	ABSENT

Principal

Principal
(Education)

Sandipani Academy
Achhoi, Distt. Durg (C.G.)

SANDIPANI ACADEMY

ACHHOTI(MURMUNDA),DURG(C.G.)

NOTICE

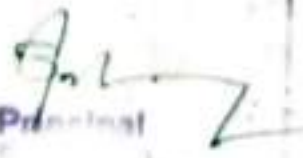
DATE: 25/02/2022

All teaching staff and non-teaching staff of Sandipani Academy, Achhoti is informed that tomorrow **Faculty Development Program** will be held.

There are some mandatory instructions:

1. All staff will come in a simple clothes (Female will come in salwar ~~S~~uet only and male will come in a formal wear).
2. Follow all the covid norms (Carry sanitizer, mask and water bottle).


DR. SANDHYA PUJARI
HQD


Principal

Ac...

Academic committee and Examination Committee

Date - 25/03/2022

Time - 3:00 PM

Venue- Principal Chamber

Taken by- HOD/Principal

Meeting attended by-Committee members

Agenda of meeting:

1. Regarding online university exam of Integrated Course B.Sc.B.Ed and B.A B.Ed
2. Any other matter with the permission of the chair.

Minutes of Meeting:

1. The teachers were instructed to give detailed information and guide lines to students for appearing in online examination which were scheduled on 16/04/2022 to 04/05/2022 in B.Sc. B.Ed and in B.A. B.Ed.
2. Staff is suggested to give detail instruction about collecting answer copy from the center. They were asked to give them mock drill of online examination.
3. No other matter was discussed.

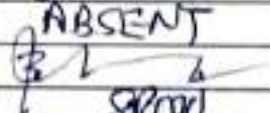
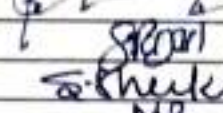
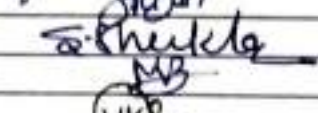
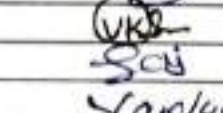
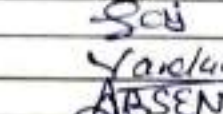
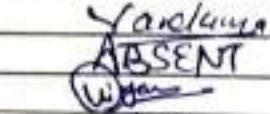
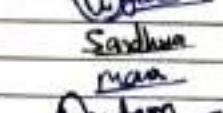



Principal
Principal
(Education)
Sandipani Academy
Achhoti, Distt. Durg (C.G.)

Action Taken:

All work regarding conduction of online examination was properly executed.

Attended By:

S. No.	Name of the Member	Designation	Signature
1.	Dr.Nazia Ahmad	Principal	ABSENT
2.	Dr.AbhaDubey	Advisor	
3.	Dr.SandhyaPujari	HOD	
4.	Ms.SarojShukla	Assistant Professor	
5.	Ms.MeenaPandey	Assistant Professor	
6.	Mr.VinodSahu	Assistant Professor	
7.	Mrs.SujataRao	Assistant Professor	
8.	Ms.Vandana Singh	Assistant Professor	
9.	Ms.Kavita Patel	Assistant Professor	ABSENT
10.	Ms.Vidya Devi	Assistant Professor	
11.	Ms.SandhyaShrivastava	Assistant Professor	
12.	Mrs. Mona Bikrol	Assistant Professor	
13.	Mr.Vivek Kumar Gautam	Assistant Professor	

Principal


Principal
(Education)
Sandipani Academy
Achhoi, Dist. Durg (C.G.)

Academic committee

Date- 07/04/2022

Time- 3:00 PM

Venue- Principal Chamber

Taken by-HOD

Meeting attended by-Committee members

Agenda of meeting:

1. Teachers informed students regarding procedure of school observation and schools were allotted to students. The committee members discussed about the observation . HOD mam asked the staff to explain the entire process of observation to the students. Students must follow the rules of observation and they should fill all formats and take signature of the principal in all the copies from their allotted schools.
2. Any other matter with the permission of the chair.

Minutes of Meeting:

1. Teachers informed students regarding procedure of school observation and schools were allotted to students. The committee members discussed about the observation . HOD mam asked the staff to explain the entire process of observation to the students. Students must follow the rules of observation and they should fill all formats and take signature of the principal in all the copies from their allotted schools.
2. No other matter was discussed.



Principal
(Education)

Sandipani Academy
Achhoti, Dist. Durg (C G)

Action Taken:

The given task has been successfully completed.

Attended By:

S. No.	Name of the Member	Designation	Signature
1.	Dr. Nazia Ahmad	Principal	ABSENT
2.	Dr. Abha Dubey	Advisor	AB
3.	Dr. Sandhya Pujari	HOD	S.Pujari
4.	Ms. Saroj Shukla	Assistant Professor	S. Shukla
5.	Ms. Meena Pandey	Assistant Professor	MP
6.	Mr. Vinod Sahu	Assistant Professor	VKS
7.	Mrs. Sujata Rao	Assistant Professor	S.R.
8.	Ms. Vandana Singh	Assistant Professor	Vandana Singh
9.	Ms. Kavita Patel	Assistant Professor	K.Patel
10.	Ms. Vidya Devi	Assistant Professor	Vidya Devi
11.	Ms. Sandhya Shrivastava	Assistant Professor	Sandhya


Principal
(Education)
Sandipani Academy
Achhoti, Distt. Durg (C.G.)

Academic committee and Examination Committee

Date -11/5/2022

Time -3:00 PM

Venue -Principal Chamber

Taken by -HOD

Meeting attended by -Committee members

Agenda of meeting:-

1. Regarding **Conduction University Practical Exam** in B.Ed IV Semester
2. Any other matter with the permission of the chair.

Minutes of the Meeting

1. Teachers were instructed to prepare students **for viva-voce** on teaching experience and Psychometric assessment in B.Ed IV Sem.
2. It was decided that teachers should prepare students for practical and prepared sample questions for viva.
3. No other matter was discussed in the meeting.


Principal

Action Taken:

The pupil teachers were given all the instructions regarding, examination and prepared students for Viva- Voce on teaching experience and Psychometric assessment.

Attended By

S. No.	Name of the Member	Designation	Signature
1.	Dr. Nazia Ahmad	Principal	ABSENT
2.	Dr. Abha Dubey	Advisor	ABSENT
3.	Dr. Sandhya Pujari	HOD	ABSENT
4.	Ms. Saroj Shukla	Assistant Professor	Saroj Shukla
5.	Ms. Meena Pandey	Assistant Professor	Meena Pandey
6.	Mr. Vinod Sahu	Assistant Professor	ABSENT
7.	Mrs. Sujata Rao	Assistant Professor	Sujata Rao
8.	Ms Vandana Singh	Assistant Professor	Vandana Singh
9.	Ms. Kavita Patel	Assistant Professor	Kavita Patel
10.	Ms. Vidya Devi	Assistant Professor	Vidya Devi
11.	Ms. Sandhya Shrivastava	Assistant Professor	Sandhya Shrivastava


Principal
Principal
(Education)
Sandipani Academy
Achhoi, Distt. Durg (C G)



Academic committee and Examination Committee

Date: 30-05-2022

Time: 3:00 PM

Venue: Principal Chamber

Taken by: HOD

Meeting attended by: Committee members

Agenda of meeting:

1. Regarding online university semester exam of B.Ed II semester and B.Ed IV semester.
2. Any other matter with the permission of the chair

Minutes of Meeting:

1. The teachers were instructed to give detailed information and guide lines to students for appearing in online examination which were conducted 07/06/2022 and 10/06/2022 respectively.
2. They were informed about their examination center in Government Khoobchand Baghel College, Bhilai 3 from where they should collect their answer copy.
3. Staff is suggested to give detail instruction about collecting answer copy from the center. They were asked to give them mock drill of online examination.

Principal

Principal
(Education)

Sandipani Academy
Achhoti, Distt. Durg (C.G.)

Action Taken:

1. All work regarding conduction of online examination was properly executed.

S. No.	Name of the Member	Designation	Signature
1.	Dr. Nazia Ahmad	Principal	ABSENT
2.	Dr. Abha Dubey	Advisor	ABSENT
3.	Dr. Sandhya Pujari	HOD	Pujari
4.	Ms. Saroj Shukla	Assistant Professor	S. Shukla
5.	Ms. Meena Pandey	Assistant Professor	ABSENT
6.	Mr. Vinod Sahu	Assistant Professor	ABSENT
7.	Mrs. Sujata Rao	Assistant Professor	SAR
8.	Ms. Vandana Singh	Assistant Professor	Vandana
9.	Ms. Kavita Patel	Assistant Professor	K. Patel
10.	Ms. Vidya Devi	Assistant Professor	Vidya
11.	Ms. Sandhya Shrivastava	Assistant Professor	Sandhya


Principal

Principal
(Education)
Sandipani Academy
Achholi, Distt. Durg (C.O.)