



ORIENTAL EDUCATION SOCIETY'S

# SANPADA COLLEGE OF COMMERCE & TECHNOLOGY

Affiliated to The University of Mumbai

Sector-2, Plot No. 3,4,5, Behind Sanpada Railway Station, Sanpada (W), Navi Mumbai - 400 705.  
Tel: 022-27758715 / 022-27752213 • Fax: 022-27750351  
E-mail : enquiry@scct.edu.in • Website: www.scct.edu.in

## Minutes of Meeting of Anti-ragging committee

**Date:** 16<sup>th</sup> August 2018

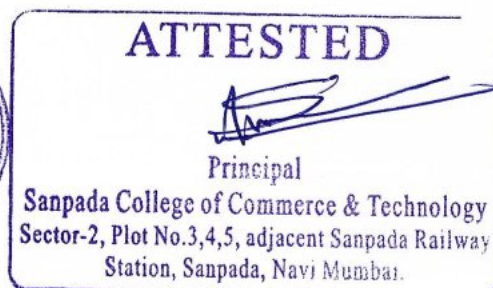
**Venue:** 5<sup>th</sup> floor Computer Lab

**Agenda:** The anti ragging committee meeting was conducted on 16<sup>th</sup> of August 2018 for the academic year 2018-19 under the Chairmanship of Prof. Shashank Singh. The agenda of the meeting was to review the activities and cases if any, for the Term.

### Minutes of the Meeting:

- The meeting was addressed & commenced by Prof. Shashank Singh who gave a short introduction.
- The committee members were introduced about the guidelines given by UGC for anti-ragging.
- Awareness of Anti Ragging committee & its activities was provided to newly joined members.
- As per the UGC norms it is mandatory to appoint student members as they have a close connection and rapport with the fellow students. It was decided to nominate and decide the student members.
- There was a review of the reports made on activities conducted under the committee.
- There was no ragging complaint from the last Semester.
- The discussion of facilitating students about the help that can be provided by the committee in case of ragging was also discussed.
- The meeting concluded with a formal vote of thanks.

**Resolution:** The class representative of all the courses is being nominated to ensure that no ragging case should be reported in the campus.



**PRINCIPAL**



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## Minutes of Meeting of Anti-ragging committee

**Date:** 18<sup>th</sup> November 2019

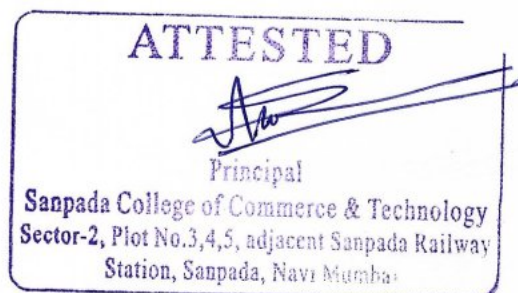
**Venue:** 1<sup>st</sup> floor Room no. 106.

**Agenda:** The anti-ragging committee meeting was conducted on 18<sup>th</sup> of November 2019 for the academic year 2019-20 under the Chairmanship of Prof. Bhupinderjit Kaur. The agenda of the meeting was to create awareness amongst the students about all the related actions that cause ragging in the campus.

### Minutes of the Meeting:

- The meeting started at 11:30 a.m. with the introduction of all members of the committee.
- The student members of the committee were given the responsibility of monitoring the activities among other students.
- Activities that can make the freshers aware about the acts included in the ragging such as indulging in rowdy or undisciplined activities, raise fear among the students that affects the mental health was also discussed.
- To discuss about the counselling that can be provided to students who are affected due to any ragging.
- All the members provided their suggestions & the meeting concluded with a formal vote of thanks.

**Resolution:** The future activities for the academic year were planned.



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## Minutes of Meeting of Anti-ragging committee

**Date:** 22<sup>nd</sup> October 2020

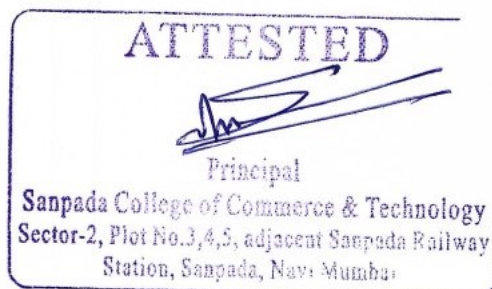
**Venue:** 2<sup>nd</sup> floor Computer Lab

**Agenda:** The anti-ragging committee meeting for the academic year 2019-2020 was held on 22<sup>nd</sup> October 2020 under the chairmanship of Prof. Smita Negi. The meeting was conducted online due to Covid. The meeting was regarding how to prevent any act that affects the mental health and self-confidence for fresher's or any other student.

### Minutes of the Meeting:

- The meeting started at 11:30 a.m. with a short note of welcome by Prof. Zakir Hussain.
- The members of the committee were introduced and also the students who were new for the academic year were made aware about the policies related to the UGC norms laid down for anti-ragging committee.
- The student members of the committee were given the responsibility of monitoring the activities.
- Creating awareness among students about the punishment for ragging.
- The members are advised to make surprise visit to other departments and report to Principal.
- Anti-Ragging committee will periodically review the situation and the information supplied by the student members and recommend actions as per the regulations.
- All the members were advised to keep a close watch on all the outside students/visitors in the college campus.
- Insist the faculty members to communicate with the students in such a way that the issues relating to ragging should be taken seriously.

**Resolution:** The future activities for the academic year were planned.



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## Minutes of Meeting of Anti-ragging committee

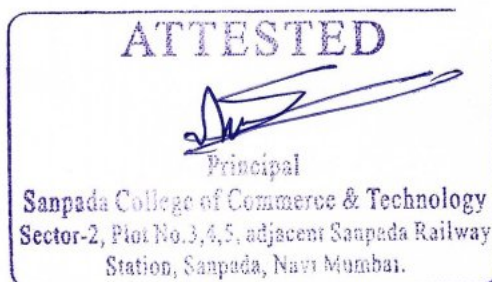
**Date:** 13<sup>th</sup>, September 2021

**Venue:** 1<sup>st</sup> floor Room No 106

**Agenda:** The Anti-Ragging committee meeting for the academic year 2021-2022 was held on 13<sup>th</sup>, September 2021 under the chairmanship of Prof. Smita Negi. The meeting was conducted online due to Covid. The meeting was regarding prohibition of any act of financial extortion or forceful expenditure burden put on a fresher or any other student.

### Minutes of the Meeting:

- The meeting started at 12:30 p.m. with a short note of welcome by Prof. Ali Ahmad
- The members of the committee were introduced and also the students who were new for the academic year were made aware about the policies related to the UGC norms laid down for anti-ragging committee.
- The student members of the committee were given the responsibility of monitoring the activities.
- Creating awareness among students about the punishment for ragging.
- The members are advised to make surprise visit to other departments and report to Principal.
- Anti-Ragging committee will periodically review the situation and the information supplied by the student members and recommend actions as per the regulations.
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- Insist the faculty members to communicate with the students in such a way that the issues relating to ragging should be taken seriously.



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## Minutes of Meeting of Anti-ragging committee

**Date:** 22<sup>nd</sup> December 2022.

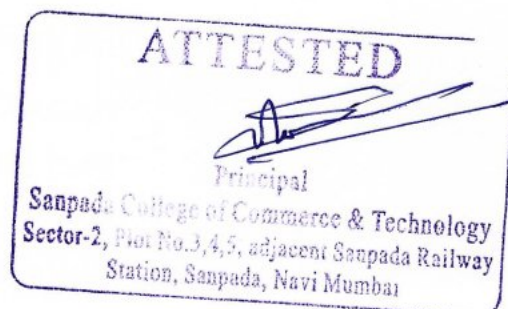
**Venue:** 1<sup>st</sup> floor Room no 107.

**Agenda:** The anti-ragging committee meeting was conducted on 22<sup>nd</sup> December 2022 for the academic year 2022-23 under the Chairmanship of Prof. Zakir Hussain. The agenda of the meeting was to revive the anti-ragging committee and plan the activities for the upcoming term.

### Minutes of the Meeting:

- The meeting started at 11:30 a.m. with a short note of welcome by Prof. Zakir Hussain.
- The members of the committee were introduced and also the students who were new for the academic year were made aware about the policies related to the UGC norms laid down for anti-ragging committee.
- The student members of the committee were given the responsibility of monitoring the activities.
- Creating awareness among students about the punishment for ragging.
- The members are advised to make surprise visit to other departments and report to Principal.
- Anti-Ragging committee will periodically review the situation and the information supplied by the student members and recommend actions as per the regulations.
- All the members were advised to keep a close watch on all the outside students/visitors in the college campus.
- Insist the faculty members to communicate with the students in such a way that the issues relating to ragging should be taken seriously.

PRINCIPAL





# MINUTE BOOK

मिनिट बुक

MEETING NO. / सभा नं

DATE / तारीख

Sanpada


RESOLUTION NO. ठराव नं	PRESENT MEMBERS AND RESOLUTIONS हजर सभासद व ठराव	REMARKS धोरा
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## WOMEN DEVELOPMENT CELL

		SIGN.
PROF. BHUPINDERJIT KAUR	CHAIRPERSON	
PROF. SHAILU SINGH	MEMBER	
PROF. SHAILA HAJARE	MEMBER	
PROF. SMITA NEGI	MEMBER	
PROF. ALI AHMED (COM)	MEMBER	

NOTE: All meetings have been attended by all the committee members.  
Prof. Ali Ahmed was only supposed to be a part of proceedings when case involved a boy/male member.



**ATTESTED**  
  
Principal  
Sanpada College of Commerce & Technology  
Sector - 2, Plot No. 3, 4, 5, Adjacent Sanpada Railway Station, Sanpada, Navi Mumbai.



# MANAGING COMMITTEE

कार्यकारी मंडळाचे

CODE : CSA 009

MEETING NO. / सभा नं

1

DATE / तारीख

17-07-2018

RESOLUTION NO. ठराव नं	PRESENT MEMBERS AND RESOLUTIONS हजर सभासद व ठराव	REMARKS शेरा
	Minutes of Women Development Cell meeting with all committee members.	
	Venue: Room no 107 Time: 12:30 pm onwards.	
	Meeting was attended by :- 1. Prof. Bhupinderjit Kaur 2. Prof. Smita Negi 3. Prof. Shailu Singh 4. Prof. Shaila Hajare.	
	Agenda:- The agenda included:- 1. Familiarise and introduce members to each other. 2. Plan about the upcoming events of WDC 3. Prepare a database of volunteers.	
	The meeting was called to order on 17 July 2018 at 12:30 pm in Room no-107. It was presided over Prof. Bhupinderjit Kaur (Chairperson WDC). Following decisions were made based on agenda's written above:-	
	1. Volunteers (at-least 3) from each stream each year i.e. FY, SY and TY. These will assist and help in event planning of WDC.	

**ATTESTED**

Principal  
Sanpada College of Commerce & Technology  
Sector - 2, Plot No. 3, 4, 5, Adjacent Sanpada Railway Station, Sanpada, Navi Mumbai.





# MINUTE BOOK

मिनिट बुक

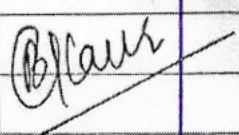
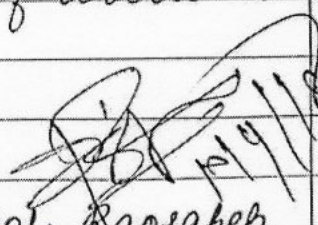

MEETING NO. / सभा नं

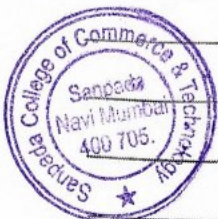
1

DATE / तारीख

17-07-2018

Kavya

RESOLUTION NO. ठराव नं	PRESENT MEMBERS AND RESOLUTIONS हजर सभासद व ठराव	REMARKS शेरा
	The work for collecting student database data was allocated as follows:-	
	Prof. Bhupinder B.Com and BAF.	
	Prof. Shailu BMS and BBI	
	Prof. Smita IT and CS	
	Prof. Shaila BMM	
2.	It was decided to conduct events at college level apart from events mentioned in calendar (Refreshes Courses on legal provisions in favour of girls, using notice board and career counselling of TV girl students)	
3.	The primary concern was to brainstorm & gather ideas about 24 August (Safety for Women's self Defence) and meet again with ideas and views.	
	The meeting came to an end at around 1:00 pm with a short note of thanks to all committee members	
	Minutes taken by: Prof. Bhupinder	Prof. Raosaheb Principal SACT
		
	<b>ATTESTED</b>	
		
	Principal	
	Sanpada College of Commerce & Technology Sector - 2, Plot No. 3, 4, 5, Adjacent Sanpada Railway Station, Sanpada, Navi Mumbai.	





# MINUTE BOOK

मिनिट बुक

MEETING NO. / सभा नं

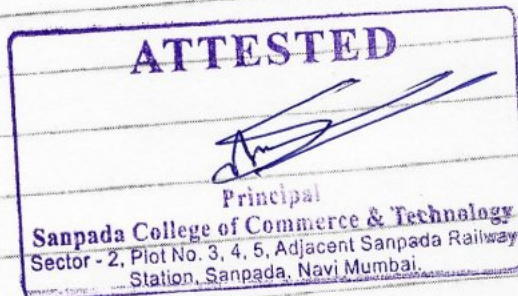
8

DATE / तारीख

27/1/2019



RESOLUTION NO. तराव नं	PRESENT MEMBERS AND RESOLUTIONS हजर सभासद व ठराव	REMARKS शेरा
	<p>Venue: Central office Time: 12:00 pm</p> <p>Agenda: Repair of ladies Washroom on 1<sup>st</sup> floor</p> <p>A short meeting was conducted with Mr. yadav (administration office) and the date given for repairs is 3<sup>rd</sup> february, 2019.</p> <p>A further follow-up will be done on 5<sup>th</sup> feb</p> <p>Prof. Bhupinder Kaur HBC Chairperson</p>	





## Minutes of WDC Members

Date: 15/01/2020

Venue: 1<sup>st</sup> Floor Staff Room

### Agenda:


The inform about the new chairperson.

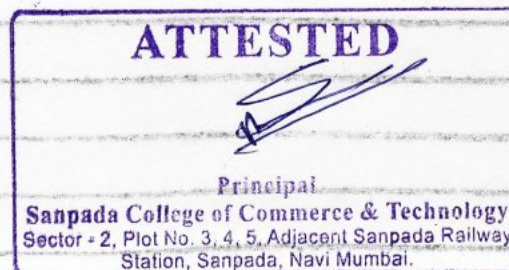
The meeting was called to order by Dr. Roselin, who presided over the meeting. The following discussions were taken after much discussion on the agenda.

- \* The meeting started around 10.50 in the first staff room.
- \* Prof. Shaila the former WDC chairperson left the job for personal reasons.
- \* The other two members Prof. Vijayalaxmi and Prof. Sonita also left the job for some reason.
- \* Currently the committee will function with Dr. Roselin and Prof. Smriti as the members and Dr. Roselin will chair the committee.

The meeting came to an end by 1.15 Pm.

Members  
Prof. Smriti

  
Dr. Roselin  
Chairperson WDC.





# Minutes of WDC Meeting

Date : 10/2/2021

Venue : Room 105

## Agenda :

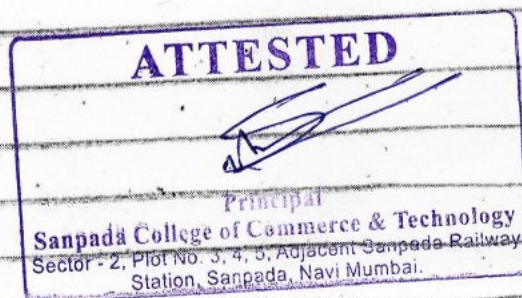
1. To discuss about the allegation raised by the Female employee of College Canteen.

## Attendees :

1. Dr. Roslin
2. Prof. Smita
3. Prof. Tejal
4. Prof. Ali Ahmael
5. Prof. Shashak - V-sitgh
6. Ms. Vidhya Joshi - Vidya

The meeting was called to order at <sup>by</sup> Dr. Roslin who presided over the meeting. The following discussions and suggestions were taken after much discussion on the agenda.

- \* The members heard the complaints from both the parties (Prof. Shashank ~~and~~ ) individually.
- \* Both justified their acts.



10/2/21



# Minutes of WDC Meeting.

Date: 07/02/2022

Venue: 1<sup>st</sup> floor staff room.

Members:

Prof. Smiba

Dr. Roselin

Agenda:

washroom cleanliness

The meeting was called to order at 10:00am by Dr. Roselin, who presided over the meeting. The following discussions were taken after much discussion on the agenda.

- \* Teachers from the 5<sup>th</sup> floor keep complaining about the washroom being very dirty.
- \* The issue was taken into considerations & was complained to the Principal.
- \* The Principal instructed the cleaning members to look over the issue.
- \* The Principal promised to inform about the minimal staff in the cleaning department to the management.

The meeting came to an end by 10:15am.



**ATTESTED**

Principal

Sanpada College of Commerce & Technology  
Sector - 2, Plot No. 3, 4, 5, Adjacent Sanpada Railway  
Station, Sanpada, Navi Mumbai.

Dr. Roselin  
Chairperson WDC



6<sup>th</sup> March, 2023

Venue : 1<sup>st</sup> floor, 1<sup>st</sup> Staffroom

Time : 12:30 PM

Agenda : Planning of International Women's Day Celebration.

As per the academic calendar, a meeting was conducted to discuss and plan International Women's Day. The following points were discussed.

1. Involvement of all four colleges for participation.
2. Assignment of duties to committee members.
3. Sending of invites to all the principals.
4. Calling for participation from SCCT.
5. Utilization of allocated budget.

This was a primary meeting while follow ups were conducted on regular basis from committee members

Prof. Rosylin Linatta  
WDC Chairperson

