

**AL-AZHAR COLLEGE OF ENGINEERING AND TECHNOLOGY,
THODUPUZHA**

SC/ST COMMITTEE MEETING

Date: 29/11/2022


Venue: Seminar hall

Recorded by: Biaz S Lal

Agenda of the Meeting

1. To implement the reservation policy for SC/STs in the Universities and colleges.
2. To take follow up measures for achieving the objectives and target laid down for the purpose by the Government of India and the UGC.
3. To encourage the SC/ST population of the college.
4. To nurture the diverse needs of the faculty and students of SC/ST communities.
5. To create awareness about financial aids under Government schemes and resolving various issues.
6. To circulate state government and UGC decisions and to collect regularly on an annual basis.
7. To utilize the maximum benefits of the schemes offered by the college.
8. To discuss the implementation of SC/ST welfare programmes.

SC/ST Cell Members are:

NAME	DESIGNATION	POSITION
Mrs. Needa Farid	Asst. Professor, ECE	Convener 
Mr. Biaz. S. Lal	Asst. Professor, ME	Member 
Mrs. Dhanya	Office Clerk	Member 
Ms. Anusha Shaji	S6 Student, CE	Member <u>Anusha</u>

Minutes of SC/ST committee meeting:

The meeting was started at 03:00 pm at seminar hall. All of the above faculties and students were present till the adjournment of the meeting. The following points were discussed and the action taken are as follows.

Points discussed:


1. The SC/ST cell was formed with four members.
2. The chairman put forth the aims and objectives of this committee.
3. Cell discussed about various scholarships given to the students.
4. Information about the schemes of Government and University was taken.
5. Cell gives necessary information given to the office staff regarding SC and ST students.
6. Follow up of scholarships was taken.
7. It was decided to organize a programme personality development.
8. Idea about scholarships given to the students was taken.
9. Information was taken about admission of SC and ST students.
10. Information was collected about SC and ST students.
11. Follow up of scholarships forms was taken by the committee members.
12. Information was collected about SC and ST students.
13. Discussion was made regarding book distribution given by funding agencies.
14. Information was taken about seats available and actual admission of SC and ST students.
15. It was decided to give information about competitive examination and related facilities to the students of SC and ST categories.
16. It was also suggested to give guideline of the scholarship and various programmes conducted by college.
17. Convener of Anti-ragging committee delivered Vote of thanks.

Other items beyond agenda with the permission of chair:

Agenda	Points Discussed
1. To implement the reservation policy for SC/STs in the Universities and colleges.	To create awareness about the course fees.
2. To take follow up measures for achieving the objectives and target laid down for the purpose by the Government of India and the UGC.	To create awareness programmes for soft skills and career planning.
3. To encourage the SC/ST population of the college.	To create awareness about 50% concession for competitive exams – UGC/CSIR – NET/JRF, NPTEL.
4. To nurture the diverse needs of the faculty and students of SC/ST communities.	To nurture the diverse needs of the students of SC/ST.
5. To create awareness about financial aids under Government schemes and resolving various issues.	To create awareness about financial aids and resolving various issues.
6. To circulate state government and UGC decisions and to collect regularly on an annual basis.	To circulate state government and UGC benefits
7. To utilize the maximum benefits of the schemes offered by the college.	To arrange coaching classes for NET and UPSC/KPSC in association with career guidance cell.

Action Taken:

- HOD's and Class advisors are asked to inform the students to avail the benefits through college.
- The orientation programs are soft skills to be arranged with a view to improve academic skills in English language.
- Oriented the contribution of SC/ST students in the college activities.
- Periodically assessment was taken by the class advisors and HODs to resolve the issues.
- Continuous monitoring of students to avail the benefits for each academic year
- Extra classes have been arranged to focus on these exams based on their specific discipline.


Faculty in charge




Chairman

PRINCIPAL
Al-Azhar College of Engineering & Technology