



SC/ST Cell – Minutes of Meeting (Formation) Academic Year 2025-26

Date: 20th June 2025

Time: 3:00-4:00pm

Venue: Principal's Cabin

Meeting Agenda: Formation of SC/ST Cell (committee) for welfare, support and monitoring of SC/ST students at college

Proceedings of the Meeting:

1. The meeting commenced with a welcome address by the Principal.
2. The Principal explained the necessity of forming a SC/ST Cell — to support SC/ST students, monitor implementation of reservation policies, facilitate scholarships and redress grievances, and ensure an inclusive, supportive campus environment.
3. Members discussed and agreed on the Objectives of the cell, including
 - o Informing SC/ST students about Government/UGC scholarships, stipends, support schemes.
 - o Providing academic support, counselling, remedial coaching or guidance when necessary.
 - o Addressing grievances/discrimination, ensuring safety and equal treatment, with confidentiality.
 - o Monitoring admissions, representation, staffing/reservation compliance (if applicable), and maintaining records as per institutional and legal requirements
 - o Promoting awareness among all students/faculty about SC/ST rights, social justice, inclusivity.
4. The committee discussed and finalised the **Composition / Structure** of the SC/ST Cell as follows: roles (Chairperson / Convener / Members), inclusion of at least one student representative from SC/ST community, and members from faculty and administration to ensure broad representation.
5. It was decided that meetings will be held at least **once every semester**, and additionally as **and when needed** (for grievances, urgent issues, or special matters).
6. It has been decided that the committee co-ordinator will prepare **Minutes of Meetings** and maintain records — agenda, notice of meeting, attendance, minutes, actions taken — and a **report** will be submitted to the IQAC within a reasonable time after each meeting.
7. For the current meeting (formation), the following was unanimously agreed:
 - o The SC/ST Cell is hereby constituted for Academic Year 2025-26 with the members listed below.
 - o Immediate next step: compile list of SC/ST students admitted currently and inform them about the Cell.
 - o Plan to disseminate information about scholarships and welfare schemes to eligible SC/ST students via notice board / email / meetings.
 - o The meeting concluded with a vote of thanks by the Chairperson.

Faculty Representatives:

Sl no.	NAME	DESIGNATION
1.	Dr. M S Gowrappa	Principal/ Chairperson
2.	Madhushree P	IQAC Coordinator
3.	Bindu V	Committee Coordinator
4.	Srinivasa V	Member
5.	Navya	Student representative
6.	Moulya	Student representative
7.	Abhishek	Student representative
8.	Ramya Bhai	Student representative



Principal

Sri Devaraj Urs Institute of Management
Kodigehalli, Doddaballapur-561 203