

Preamble

To adhere to the guidelines of Government of India and following the directions issued by UGC/AICTE/PCI/IKGPTU/PSBTEIT, a Schedule Caste/Schedule Tribes/Other backward caste committee in the institution is constituted to ensure the continued welfare of the reserved category students. The committee also acts as a redressal forum for the students belonging to the SC/ST/OBC category to reach out in case of any grievances that they may face.

Tenure of the Committee

The SC/ST/OBC Committee constituted in 2026 shall function for a period of three (3) years from 2026 to 2029, unless reconstituted earlier by the competent authority.

Objectives

1. To ensure provisions of an environment where all such students feel safe and secure.
2. To counsel and guide SC/ ST students to manage academic and personal issues of college life effectively.
3. To provide prompt counselling for any emotional emergencies arising on account of any event at the campus.
4. To conduct/coordinate training programmes for students in life skills and personality development to help in their placement
5. To provide the mechanism to redress the grievance of SC/ST students.
6. To ensure protection and reservation as provided in the constitution of India.
7. To arrange for special opportunities to enhance the career growth.
8. To facilitate SC/ST students to avail the Scholarships program of the State, Central Govt. and UGC.
9. To take such follow up measures to achieve the objectives and targets laid down by the Govt. of India and the UGC.
10. To conduct remedial coaching classes for the students for their academic improvement if necessary.

Roles and Responsibilities

1. Ensure Implementation of Government Policies

- o Monitor the effective implementation of reservation policies and welfare schemes laid down by the Government of India, UGC, and affiliating universities.
- o Ensure that admissions, examinations, scholarships, and support services are provided without discrimination.

2. Scholarship Guidance and Verification

- o Assist SC/ST/OBC students in applying for government scholarships such as Post-Matric Scholarships (PMS), National Scholarships, and other welfare schemes.
- o Verify documents, monitor application status, and support students facing issues with Aadhaar linking, fee reimbursement, or portal submissions.

3. Grievance Redressal

- o Address academic, administrative, or personal grievances of SC/ST/OBC students.
- o Provide a confidential platform for students to report discrimination or unfair treatment and ensure timely resolution.

4. Awareness and Sensitization Programs

- o Organize workshops, seminars, and orientation programs to raise awareness about scholarships, rights, and welfare provisions.
- o Promote a culture of inclusiveness, equality, and respect among students and staff.

5. Monitoring Student Progress

- o Review academic performance, attendance records, and overall progress of SC/ST/OBC students.
- o Provide counselling, mentoring, or additional academic support when required.

6. Maintain Records and Reports

- o Prepare and maintain updated records related to admissions, scholarships, grievances, and welfare activities.
- o Submit periodic reports to the college administration and relevant authorities.

7. Coordination with Welfare Offices and Government Bodies

- o Liaise with district welfare offices, university departments, and government portals for scholarship processing and welfare schemes.
- o Ensure timely submission of affidavits, student files, and required documents.

8. Support for Personality Development & Empowerment

- o Encourage participation of SC/ST/OBC students in academic, cultural, and co-curricular activities.
- o Facilitate skill development initiatives to enhance employability and confidence.

9. Prevent Discrimination in Campus Environment

- o Monitor any incidents of caste-based discrimination or harassment.
- o Recommend corrective measures and ensure strict adherence to anti-discriminatory policies.

Core Committee

Committee shall consist of minimum five members, out of which at least 2 members shall be SC/ST and one member shall be a woman.

S.N.	Designation	Role
1	Principal	Chairperson
2	Dean (Students' Affairs)	Convener Member
3	2 SC/ST Faculty Members	Member
4	1 Female Faculty Member	Member