

A.Y:2023-24



VMTW/EST/SC&ST/PO/2023-24/16

Date: 20-July-2023

PROCEEDINGS OF THE OFFICE ORDER

It is hereby informed that the following faculty members are nominated to constitute the **SC/ST Committee**, with immediate effect.

SC/ST Committee Members

S.NO.	Name of the Committee Member	Designation	Position-in
1	Dr. G. Appa Rao Naidu	Principal	Chairman
2	Dr.S.RangaSwamy	Assoc. Prof.-IT	Convener
3	Mr. R. Krishna Naik	Associate Professor-CSE	Faculty Representative
4	Dr. Phinik Battula	Associate Professor-CSE	Faculty Representative
5	Mr. T. Pullaiah	Associate Professor-ECE	Faculty Representative
6	Mrs. V. Shalini	Assistant Professor-BSH	Faculty Representative
7	P Shruthi (23UPI1A6691)	Student	Student Representative
8	M Pragathi (20UP1A0580)	Student	Student Representative

Functions:

1. Ensure effective implementation of UGC, AICTE, Government of India, and Government of Telangana guidelines for the welfare, protection, and educational advancement of SC/ST students.
2. Receive, examine, and address grievances related to discrimination or issues affecting SC/ST students in a fair, confidential, and time-bound manner.
3. Conduct awareness programmes, workshops, and mentoring sessions on government scholarship schemes, constitutional rights, student welfare, career guidance, and prevention of discrimination.
4. Term: One year and shall continue to be in force until reconstitution.
5. The Convener of the SC/ST Committee shall convene meetings with the approval of the Principal (Chairperson), coordinate committee activities, and submit reports and recommendations to the Chairperson for necessary action.


PRINCIPAL

Copy to:

1. All the members of SC/ST Committee.
2. Office file.



VMTW/EST/SC&ST/CIR/2023-24/16

Date: 25-July-2023

CIRCULAR

All the members of SC/ST Committee are requested to attend the meeting of the SC/ST will be held on **18-Aug-2023**, for the academic year **2023-24** at **2:00 P.M**, **Venue: Conference-Hall**

AGENDA

1. Review & confirmation of the previous meeting held on 11 Oct 2022.
2. No SC/ST issue happened last academic year 2022-23.
3. Discussion on the UGC, AICTE, Government of India, and Government of Telangana guidelines for the welfare, protection, and educational development of SC/ST students.
4. Review of the Scheduled Castes and Scheduled Tribes (Prevention of Atrocities) Act, 1989 (as amended), UGC Anti-Discrimination Regulations, and institutional policies for ensuring a discrimination-free campus.
5. Constitution of the SC/ST Student Mentoring and Monitoring Committee involving faculty mentors and student representatives.
6. Discussion on the duties and responsibilities of SC/ST Committee members in implementing welfare schemes, addressing grievances, and promoting equal opportunities.
7. Organizing an awareness workshop on government scholarship schemes, constitutional rights, career guidance, and prevention of discrimination against SC/ST students.
8. Collection of student feedback, awareness declarations, and scholarship application guidance to strengthen student welfare and support services.


PRINCIPAL

Copy to:

1. All the members of SC/ST Committee.
2. Office file.



VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

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Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D) - 501 301 Phone: +91 96529 10002/3



S.NO.	Name of the Committee Member	Designation	Position-in	Signatures
1	Dr. G. Appa Rao Naidu	Principal	Chairman	
2	Dr.S.RangaSwamy	Assoc. Prof.-IT	Convener	
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MINUTES BOOK

Vignan's Institute of Management & Technology for Women **(An Autonomous Institution & Accredited NAAC)**

15th Scheduled Castes and Scheduled Tribes (SC/ST) Committee Meeting held on 11th Oct, 2022 at 2:00PM At the conference hall.

The Quorum (Minimum 40%) was satisfied.

The Members Secretary introduced the following members to the Council.

The following members were present:

1. Dr. G. Appa Rao Naidu
2. Dr.S.RangaSwamy
3. Mr. R. Krishna Naik
4. Dr. Phinik Battula
5. Mr. T. Pullaiah
6. Mrs. V. Shalini
7. P Shruthi (23UPI1A6691)
8. M Pragathi (20UP1A0580)

The Members Secretary welcomed all the members to the meeting of SC/ST.

Minutes of SC/ST meeting held on 17th August 2025

Proceedings of the Meeting of SC/ST Committee

1.0 Review & Confirmation

1.1 Review and Confirmation of the Minutes of the 14th SC/ST Committee Meeting held on 24th July 2021

The Member Secretary presented the minutes of the 14th SC/ST Committee meeting held on **24th July 2021**

The Council confirmed the minutes of the 14th SC/ST Committee meeting held on **24th July 2021**

1.2 Action Taken Report of 14th SC/ST Meeting held on 24th July 2021

S.No	Item	Action Taken
1	Implementation of Government Scholarship Schemes and Book Bank Scheme.	Information regarding Government Scholarship Schemes was disseminated to all eligible SC/ST students. The Book Bank Scheme was successfully implemented, and textbooks were distributed to the beneficiaries.

2.0 Approval Items

2.1 Review of Government Scholarship Schemes and Book Bank Scheme

The Convener presented the status of various Government Scholarship Schemes available for SC/ST students for the Academic Year 2025–26.

The Committee reviewed the implementation of the Scholarship Schemes and emphasized creating awareness among students regarding scholarship opportunities.

The Committee also reviewed the implementation of the SC/ST Book Bank Scheme to ensure the timely distribution of textbooks and study materials to eligible students.

The Committee resolved that awareness programmes on scholarship schemes and welfare initiatives shall be organized regularly.

2.2 Review and Approval of Remedial Classes, Mentoring and Counselling Activities

The Convener presented the proposal for organizing remedial classes, mentoring and counselling programmes for SC/ST students requiring academic support.

The Committee reviewed the proposal and approved the following:

- Organization of remedial classes for academically weaker students.
- Regular academic guidance through faculty mentoring.
- Personal counselling sessions to enhance student confidence and well-being.
- Special mentoring programmes for improving academic performance.

2.3 Review of Grievance Redressal Mechanism and Prevention of Discrimination

The Convener presented the existing grievance redressal mechanism for review.

The Committee reviewed the functioning of the grievance redressal system and resolved to continue maintaining a safe, inclusive and discrimination-free campus environment.

The Committee encouraged students to report grievances confidentially without fear of discrimination.

The Committee further resolved to organize awareness programmes on Constitutional Rights, Equality, Social Justice and the Prevention of Discrimination periodically.

2.4 Review of Career Guidance and Student Welfare Initiatives

The Convener presented the proposals relating to career guidance, skill development and student welfare programmes.

The Committee reviewed and approved the following initiatives:

- Career Guidance Programmes.
- Skill Development Workshops.
- Placement Training Sessions.
- Higher Education Awareness Programmes.
- Encouraging participation in internships, competitive examinations and entrepreneurship development programmes.
- Student welfare activities aimed at academic excellence and holistic development.

3.0 Any Other Items with the Permission of the Chair

The following suggestions were made by the Committee Members:

1. Dr.S.RangaSwamy suggested organizing awareness programmes on Government scholarship schemes and welfare initiatives every semester.
2. Mr. R. Krishna Naik suggested strengthening the mentoring system and conducting regular counselling sessions to improve the academic performance and well-being of SC/ST students.
3. Dr. Phinik Battula suggested organizing career guidance programmes, placement training, and higher education awareness sessions for SC/ST students.
4. Mr. T. Pullaiah suggested encouraging students to effectively utilize the Government Scholarship Schemes and the Book Bank Scheme.
5. Mrs. V. Shalini suggested strengthening the grievance redressal mechanism and conducting awareness programmes on constitutional rights, equality, and social justice.



(Dr. G. Apparao Naidu)
Principal & Chairman – SC/ST Committee

MINUTES BOOK

Vignan's Institute of Management & Technology for Women (An Autonomous Institution & Accredited NAAC)

15th Scheduled Castes and Scheduled Tribes (SC/ST) Committee Meeting held on 11th
Oct, 2022 at 2:00PM At the conference hall.

S.NO.	Name of the Committee Member	Designation	Position-in	Signatures
1	Dr. G. Appa Rao Naidu	Principal	Chairman	
2	Dr.S.RangaSwamy	Assoc. Prof.-IT	Convener	
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Vignan's Institute of Management & Technology for Women

(An Accredited NBA)

AWARENESS EVENT REPORT

Topic Name: **"EMPOWERING MINDS"**

Date: **24th Oct 2023**

Trainer: **Mrs. G.Swetha**

Objective of the Programme

The SC/ST Cell organized an awareness programme to educate SC/ST students about Government scholarship schemes, the Book Bank Scheme, academic support, career opportunities, student rights, and welfare services. The programme aimed to promote equal opportunities, academic excellence, and student empowerment.

Key Points Discussed

- Government scholarship schemes and Book Bank Scheme.
- Academic mentoring, remedial classes, and counselling.
- Career guidance and higher education opportunities.
- Student rights, grievance redressal, and anti-discrimination measures.
- Role of the SC/ST Cell in student welfare and support.

Outcome of the Programme

- Students became aware of scholarships and welfare schemes.
- Awareness of mentoring, counselling, and academic support increased.
- Students gained knowledge about their rights and institutional support systems.
- The programme encouraged students to pursue higher education and career development.
- The programme concluded with a Vote of Thanks.

Agenda 2: Implementation of Government Scholarship Schemes and Book Bank Scheme

- The committee reviewed the status of various government scholarship schemes available for SC/ST students.
- Students were encouraged to submit scholarship applications within the stipulated time.
- The implementation of the SC/ST Book Bank Scheme was reviewed to ensure the timely distribution of textbooks and study materials.
- Awareness programs on scholarships and welfare schemes will be organized regularly.

Agenda 3: Planning of Remedial Classes, Mentoring, and Counseling Activities

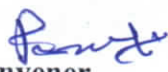
- The Committee resolved to organize remedial classes for academically weaker SC/ST students.
- Faculty mentors will provide regular academic guidance and personal counseling.
- Special mentoring sessions will be conducted to improve academic performance and student confidence.

Agenda 4: Discussion on Grievance Redressal and Prevention of Discrimination

- The Committee reviewed the existing grievance redressal mechanism.
- Members emphasized maintaining a discrimination-free and inclusive campus environment.
- Students were encouraged to report any issues confidentially without fear of discrimination.
- Awareness programs on constitutional rights, equality, and social justice will be conducted periodically.

Agenda 5: Career Guidance and Student Welfare Initiatives

- The committee discussed organizing career guidance programs, skill development workshops, placement training, and higher education awareness sessions.
- Students will be encouraged to participate in internships, competitive examinations, and entrepreneurship development programs.
- Welfare initiatives promoting academic excellence and holistic development were reviewed.


Convener


Principal



VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

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Counselling Codes

E3ZT / EAMCET / MHTW
PGCET / MPTW



SC/ST CELL

EMPOWERING MINDS, — BUILDING FUTURES —

Supporting. Inspiring. Succeeding Together.



DATE
24th Oct 2023
(Tuesday)



VENUE
Seminar Hall,
VMTW Campus



Educational
Support



Mentoring
& Guidance



Scholarships
& Schemes



Career
Development



Equal
Opportunities

KEY POINTS DISCUSSED

- Overview of Central & Telangana State Government Scholarship Schemes
- SC/ST Book Bank Scheme and educational assistance
- Importance of regular attendance and academic performance
- Career planning, Higher education and competitive examinations
- Grievance Redressal & Anti-Discrimination Cell support
- Role of the SC/ST Cell in student welfare and empowerment
- Student mentoring, counselling and placement assistance



EMERGENCY CONTACTS



NATIONAL
EMERGENCY
112



WOMEN
HELPLINE
181



POLICE
100

STUDENT SUPPORT



UGC Anti-Discrimination Helpline:
Awareness provided regarding
institutional grievance redressal
mechanisms.



VMTW SC/ST Cell:
Students are encouraged to approach
the SC/ST Cell for academic, financial,
and personal guidance whenever
required.

Together Towards an Inclusive, Equitable and Empowered Tomorrow.



Figure. Awareness Poster on SC/ST Welfare and Student Empowerme