

SC/ST Cell

Minutes of
Meetings

Proceedings of the meetings of SC/ST Cell
Academic year 2017-18
(Meeting 1)

Date: 12.07.2017

Time: 3:30 pm

Venue: Conference Hall

Agenda:

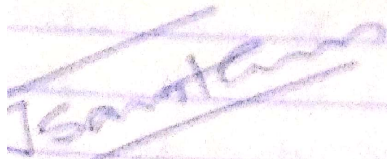
- (i) Various Scholarship details
- (ii) Planning for the academic year
- (iii) Any other matter.

Participants:

- (1) T. P. M. Farooq (Principal)
- (2) Santhosh Kumar CG (co-ordinator)
- (3) Maheshwari D. J. (member)
- (4) Kibria member

Report of the meeting:

- (1) The cell discussed about various scholarships especially to the SC/ST students and it was decided to give charge to class tutors to inform the students about the scholarships.
- (2) It was decided to monitor the academics of the SC/ST students through tutors and HoDs of the concerned departments.
- (3) It was decided to collect the names of SC/ST students from college office.


Santhosh Kumar CG
Co-ordinator



Academic Year 2017-18

(Meeting 2)

Date: 14.03.2018


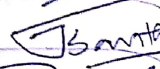
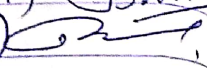
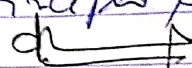
Time: 2.30 pm

Venue: Seminar Hall

Agenda:

- (i) Review of the last meeting.
- (ii) Actual seats reserved for SC/ST category and actual admission of SC/ST students.
- (iii) Grievance redressal of SC/ST students, if any.

Members present

1. F. Muhammed Rafi - M (member) 
2. Santhosh Kumar CG (Co-ordinator) 
3. T.P.M. Fareed (Principal) 
4. Kabeer - C Member 

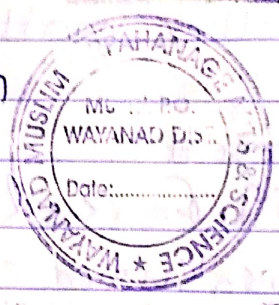
Report of the meeting:

- (1) A review of the last meeting was done. Discussion taken on the matters discussed. It was noted that scholarship details were passed to SC/ST students through class tutors and class monitors. Also the names of SC/ST students were collected from office.
- (2) The cell also discussed the actual seats reserved for SC/ST students by the university and the actual admission of SC/ST students in these reserved seats. It was noted that actual intake was less than the actual no. of seats reserved. It was due to the lack of SC/ST applicants and in courses like Arabic, there was no applicant at all.

(3) It was also noted that no grievances was reported by the sc/st students during the academic year.

Santhosh

Santhosh Kumar CG
Co-ordinator



Academic Year 2018-2019 (Meeting 1)

Date: 01/08/2018

Time: 3:30 pm

Venue: Principal's chamber.

Agenda:

- (1) Scholarships for SC/ST students.
- (2) Schemes of Govt. & Uty to SC/ST students.
- (3) Planning for the academic year.
- (4) Any other matters.

Members present:

- (1) T.P.M. Farzed (Principal)
- (2) Santhosh Kumar CG (Co-ordinator)
- (3) Sayeed Muhammed (In-charge)
- (4) Kabeer C

Report:

The co-ordinator presented the agenda before the members and it was approved. Meeting discussed the following points. Unanimous decision by all members was taken on the actions to implement the plans discussed.

- ① The cell decided to prepare the list of various scholarships available to SC/ST students and circulate among them through class tutors and monitors. Mr. Santhosh Kumar CG and Dr. Sayeed Muhammed, in charge of scholarship were given the duty to prepare the list.
- ② It was decided to provide information about various Government schemes and University Schemes to SC/ST students.
- ③ As in the previous year, it was decided to

monitor the academics of SC/ST students through class tutors and HoDs.

(4) It was decided to take information about the actual intake/admission of SC/ST students against the actual number of seats reserved for them

~~Santhosh~~

Santhosh Kumar CG
(Co-ordinator)



Academic Year 18-19 (Meeting 2)

Date: 16.03.2019

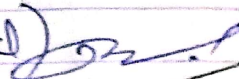


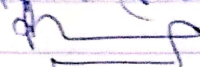
Time: 3:30 pm

Venue: Seminar Hall

Agenda:

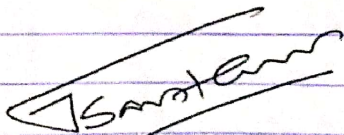
- (i) Review of the last meeting
- (ii) Grievance redressal of SC/ST students
- (iii) Any other matters.

Members present:

- (1) T.P.M. Farreed (Principal) 
- (2) Santhosh Kumar CG (Co-ordinator) 
- (3) Muhammed Rafiq (Member) 
- (4) Kabirul 

Report of the meeting:

- (1) A review of the last meeting and analysis on the actions taken were done. It was ensured that scholarship details were passed to SC/ST students, their academics are monitored properly.
- (2) All grievances were reported in the academic year by SC/ST students.
- (3) Meeting also discussed the various assistances supports provided to SC/ST students affected by the flood.



Santhosh Kumar CG
(Co-ordinator)



7

Academic Year 19-20 (Meeting 1)

Date: 02.07.2019

Time: 2.30 pm

Venue: Conference Room

Agenda:

- ① Participation of SC/ST students in SSP.
- ② Scholarships to SC/ST students.
- ③ Participation of SC/ST students in remedial classes.
- ④ Academic matters.
- ⑤ Any other matters.

Members present:

- ① D.P.M. Saeed (Principal)
- ② Santhosh Kumar CG (Co-ordinator)
- ③ Ramlaik Member
- ④ Muhammed Rafiq

Report of the meeting

- ① It was decided to ensure the participation of SC/ST students in SSP. Will entrust class tutors and the SSP co-ordinator with the duty.
- ② The cell decided to prepare ^{lists of} various scholarships available to SC/ST students, as in the previous year. Mr. Santhosh Kumar CG and Dr. Saeed Muhammed were entrusted with preparing the same. The list will be circulated to SC/ST students through class tutors and monitors. And also will be displayed on the notice board.
- ③ It was also decided to make assure that

all needy SC/ST students do attend the remedial classes. HoDs of each department will ensure the same.

(4) The academic progression of SC/ST students will be monitored.

(5) It was decided to analyse the pass percent of SC/ST students in the last year passed out batch.

Sanjiv Kumar

Sanjiv Kumar (Co-ordinator)



Academic Year 19-20
(Meeting 2)

Date: 31.03.2020

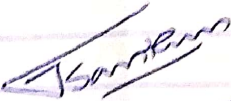
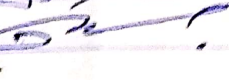

Time: 4:30 pm

Venue: ONLINE MEETING (Google Meet)

Agenda:

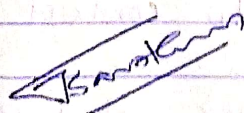
- ① Review of the previous meeting.
- ② Grievance redressal of SC/ST students.
- ③ Any other matters.

Members present:

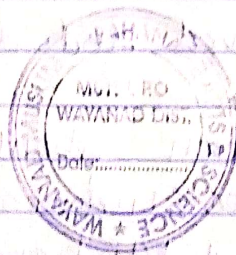
- ① Santhosh Kumar CG (Co-ordinator) 
- ② Dr. T.P. Muhammed Faried (Principal) 
- ③ Noufal Muneer (Member) 

Report:

- ① The meeting reviewed the actions taken on the decisions in the last meeting. Ensured that maximum SC/ST ~~students~~ ^{students} got benefited in the academic year (Scholarships/SSP etc)
- ② No grievance was reported by SC/ST students in the academic year.
- ③ Due to Covid-19 lock down, the meeting was conducted online, through google meet which was not experienced by many members of the cell. It was also decide to contact maximum SC/ST students over phone.



Santhosh Kumar CG
(Co-ordinator)



Academic Year 20-21
(Meeting 1)

Date: 29.06.2020

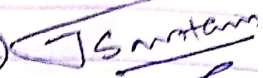
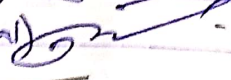

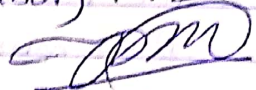
Time: 11:30 am

Venue: ONLINE (Google Meet)

Agenda:

- ① Addressing the needs of SC/ST students to meet their needs for online classes.
- ② Information of scholarships to SC/ST students.
- ③ Academic matters.
- ④ Any other matters.

Members present.

- (i) Santhosh Kumar CG (Co-ordinator) 
- (ii) Dr. T.P. Muhammed Faried (Principal) 
- (iii) Noufal Muneer (Member) 
- (iv) Dr. Viji Paul (Member) 

Report of the meeting:

- ① The meeting discussed various options to meet the requirements of SC/ST students for online classes. It was decided to provide mobile phones to the needy SC/ST students by the college authority and also to sponsor mobile phones by various persons/agencies. The network issue was a question to be solved and decided to contact network providers.
- ② Information about various scholarships to SC/ST ~~at~~ students will be listed by Dr. Sayeed Muhammed and Mr. Santhosh

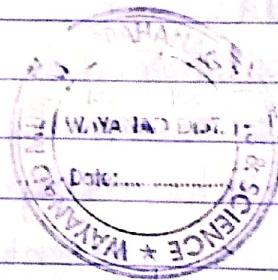
Kumar CG and will be circulated to students groups through monitors.

③ It was decided to monitor the academic progress of SC/ST students through class tutors & HODs.

④

Santhosh

Santhosh Kumar CG
(Co-ordinator)



Academics Year 20-21
(Meeting 2)

Date: 05.01.2021

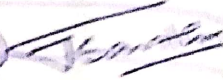
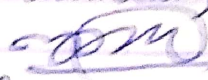

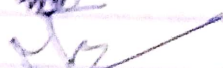
Time: 3:30 pm

Venue: Principal's chamber.

Agenda:

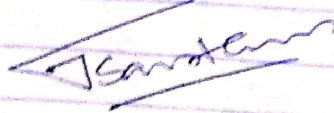
- ① Academics of SC/ST students after COVID-19 lock down.
- ② Scholarship for SC/ST students.

Members present:

- (1) Santosh Kumar CB (Co-ordinator) 
- (2) Vijay Paul 
- (3) Ramlaie membw 
- (4) Noufal Munser. 

Report:

- ① Decided to closely monitor the academics of SC/ST students as offline classes have started. HODs & tutors are entrusted to monitor and assure that they are regular in classes. It was also decided to conduct remedial classes and ensure the participation of SC/ST students.
- ② class monitors will ensure that SC/ST students have applied for eligible scholarships.


Santosh Kumar CB
(Co-ordinator)



Academic Year 20-21
(Meeting 3)

Date: 29.02.2021

Time: 1:30 pm

Venue: Conference Hall.

Agenda:

- ① Review of the last two meetings.
- ② Grievance redressal of CEST students.
- ③ Any other matters.

Members present:

- ① T.P. M. Farced (Principal)
- ② Santosh Kumar Ch (Co-ordinator)
- ③ Ram Lak Member
- ④ Viji Paul
- ⑤ Noufal Hussain

Report of the meeting:

- ① Reviewed the actions taken on the previous two meetings. Noted that students are not very comfortable in studies after lock down. Decided to give extra care to them.
- ② Grievances about net work issues were solved by contacting service providers. Ensured that all students have mobile phones at home.

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Santosh Kumar Ch
(Co-ordinator)



Academic Year 21-22

(Meeting 1)

Date: 01.07.2021

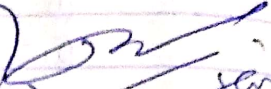
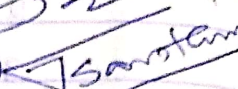

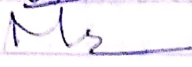
Time: 3:30 pm

Venue: Conference Hall

Agenda:

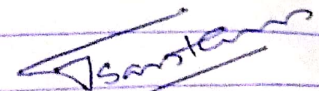
- ① Scholarships for SC/ST students
- ② Planning for the academic year.
- ③ Placement of SC/ST students.
- ④ Any other matters.

Participants:

- 1) T.M. Farreed (Principal) 
- 2) Santhosh Kumar CG (Co-ordinator) 
- 3) Ramlaik (Member) 
4. Noufal Muneer Ms 

Report:

- ① Decided to circulate the list of various scholarships to SC/ST students through class tutor and class groups.
- ② It was decided to ensure attendance of SC students in all academic & co-curricular activities.
- ③ The cell discussed about providing career guidance to SC/ST students associating with the career guidance cell & the placement cell.
- ④ Decided to inform the SC/ST students about the crediting of stipend amount to the bank accounts directly. Tutors will circulate the notice to students.
- ⑤ Will ensure SC/ST students ~~participate~~ in NCC.


Santhosh Kumar CG
(Co-ordinator)

