

# Shree Venkateshwara Hi-Tech Polytechnic College



Approved by AICTE, New Delhi and DOTE, Chennai  
Erode - Gobi Main Road, Sri Kalaivani Nagar, Othakuthirai  
K.Mettupalayam (P.O.) GOBI - 638 455, Erode (Dt), T.N.  
Phone : 04285 - 265199 Fax : 04285 - 266133  
web : [www.svhpc.com](http://www.svhpc.com) e-mail : [svhpcgobi@gmail.com](mailto:svhpcgobi@gmail.com)



## CIRCULAR

Date: 19.05.2023

We are pleased to inform you that the management and principal are keenly interested in fostering a conducive academic environment within our institution. To achieve this goal, various committees are being formed to address different aspects of student welfare and organizational governance in the upcoming academic year (2023-2024).

### Meeting Details:

**Date:** 22.05.2023

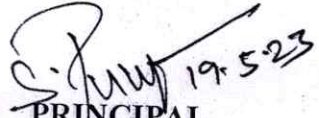
**Time:** 3.30pm

**Venue:** Auditorium

### Agenda

#### 1. Formation of committees and appointment of members

- \* Anti Ragging Committee.
- \* Anti Ragging Squad.
- \* Internal Complaint Committee.
- \* Grievance Redressal Committee.
- \* SC/ST Committee.
- \* Equal Opportunity Cell.
- \* Student Discipline Committee.
- \* Student Counselling Committee.
- \* Internal Quality Assurance Cell.
- \* Industry Institute Interaction Cell.

  
19.5.23  
PRINCIPAL

**Copy to:** 1) Circulation among all staff members

2) File

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Ref.No:SVHPC/SCST/01/2023-24

22.05.2023

## ORDER

Sub:Shree Venkateshwara Hi-Tech Polytechnic College - Establishment -  
SC/ST Committee – Members List - Orders Issued - Reg

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The SC/ST Committee is constituted with the following members for the academic Year  
2023- 24 [01.06.2023 – 31.05.2024].

S.No	Name	Designation	Position
1	Mr.S.Prakadeswaran	Principal	Chairperson
2	<b>Mr.K.K.Arumugam</b>	<b>HOD</b>	<b>Coordinator</b>
3	Ms.Ruckshana	Lecturer	Member
4	Ms.K.Pavithra	Lecturer	Member
5	S.Maria Evangelina	III Cse Year Student	Member
6	A.Praveen	II EEE Year Student	Member
7	A.Deepaksanjay	I Year Student	Member
8	S.Ramya	I Year Student	Member

Principal

Copy to

1.The Individuals – 8 Nos

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## SC/ST COMMITTEE

### CIRCULAR

Date: 29.05.2023

We are pleased to announce the convening of the first meeting of the SC/ST Committee to form objectives and responsibilities. The committee has been established to address the concerns and promote the welfare of students and staff belonging to Scheduled Castes (SC) and Scheduled Tribes (ST) communities within our institution.

#### Meeting Details:

**Date:** 31.05.2023

**Time:** 3.30pm

**Venue:** Auditorium

#### Agenda

1. Establishment of Committee Objectives and Responsibilities
2. Review of SC/ST Representation and Participation in College Activities
3. To share the committee information and aim
4. Discussion on Initiatives for the Socio-Economic Empowerment of SC/ST Community Members
5. Planning for Awareness Programs and Workshops on SC/ST Issues

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*S.P. M. V. 29.5.23*

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## MINUTES OF MEETING – I (AY 2023-24)

01.06.2023

The inaugural meeting of the Sc/St Committee was convened on 31.05.2023 at 3.30pm in our Auditorium. The purpose of the meeting was to discuss the objectives and other pertinent matters related to the committee's mandate and the following members were present.

S. No	Name	Designation	Position	Sign	S. No	Name	Designation	Position	Sign
1	Mr.S.Prakadeswaran	Principal	Chairperson		8	S.Ramya	I Year Student	Member	
2	Mr.K.K.Arumugam	HOD	Coordinator						
3	Ms.Ruckshana	Lecturer	Member						
4	Ms.K.Pavithra	Lecturer	Member						
5	S.Maria Evangelina	III Cse Year Student	Member						
6	A.Praveen	II EEE Year Student	Member						
7	A.Deepaksanjay	I Year Student	Member						

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## Points Discussed in this meeting

Item.No	Points Discussed	Responsibility
	Discussed the following Agendas 1. Establishment of Committee Objectives and Responsibilities 2. Review of SC/ST Representation and Participation in College Activities 3. To share the committee information and aim 4. Discussion on Initiatives for the Socio-Economic Empowerment of SC/ST Community Members 5. Planning for Awareness Programs and Workshops on SC/ST Issues	
1	The committee discussed and finalized its objectives, focusing on promoting the welfare and addressing the concerns of SC/ST community members within the college.	All committee Members
2	The committee reviewed the current representation and participation of SC/ST students and staff in college activities, identifying areas for improvement..	All committee Members
3	The sharing of information and objectives regarding the committee to students.	All committee Members
4	Various initiatives and programs aimed at promoting the socio-economic empowerment of SC/ST community members were discussed, including scholarship schemes, skill development workshops, and mentorship programs.	All committee Members
5	The committee outlined plans for organizing awareness programs and workshops on SC/ST issues to enhance understanding and sensitivity among the college community.	All committee Members

*relectura*  
Prepared by

*S. Praveen*  
Approved by 1.6.23

Copy to: 1) Circulation among all Committee Members

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## OBJECTIVES:

**Promoting Access to Education:** Ensure equitable access to educational opportunities for SC/ST students by addressing barriers to enrolment, retention, and academic success.

**Providing Academic Support:** Offer academic support services such as tutoring, mentoring, and study groups to enhance the academic performance and retention rates of SC/ST students.

**Addressing Socio-Economic Barriers:** Implement initiatives to alleviate socio-economic barriers faced by SC/ST students, including financial assistance programs, scholarships, and access to educational resources.

**Preventing Discrimination and Harassment:** Develop and enforce policies to prevent discrimination, harassment, and unfair treatment of SC/ST students and staff within the college community.

**Advocating for Representation:** Advocate for increased representation of SC/ST students and staff in decision-making bodies, committees, and leadership positions within the college.

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## CIRCULAR

Date: 12.07.2023

We are pleased to announce the formation of the SC/ST Committee at our college, dedicated to ensuring the welfare and empowerment of students belonging to Scheduled Castes (SC) and Scheduled Tribes (ST) communities. This committee is established to uphold the principles of equity, inclusivity, and social justice within our institution.

The SC/ST Committee comprises esteemed faculty members and student representatives who are committed to addressing the unique challenges faced by SC/ST students and promoting their holistic development. The committee members are as follows:

S.No	Name	Designation	Position
1	Mr.S.Prakadeswaran	Principal	Chairperson
2	<b>Mr.K.K.Arumugam</b>	<b>HOD</b>	<b>Coordinator</b>
3	Ms.Ruckshana	Lecturer	Member
4	Ms.K.Pavithra	Lecturer	Member
5	S.Maria Evangelina	III Cse Year Student	Member
6	A.Praveen	II EEE Year Student	Member
7	A.Deepaksanjay	I Year Student	Member
8	S.Ramya	I Year Student	Member

We encourage all SC/ST students to approach the committee members with any concerns, suggestions, or feedback they may have.

*S. Praveen* 12-7-23  
PRINCIPAL

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1. All Staff members and Students
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## CIRCULAR

Date: 19.07.2023

We are pleased to inform you that the SC/ST Committee at our college has organized an awareness programme on the Post Matric Scholarship. This initiative aims to provide valuable information and guidance to SC/ST students regarding the application process, eligibility criteria, and benefits of the scholarship scheme.

Date: 21.07.2023

Time: 3.30pm

Venue: Auditorium

*S. Praveen* 19-7-23  
PRINCIPAL

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# Shree Venkateshwara Hi-Tech Polytechnic College



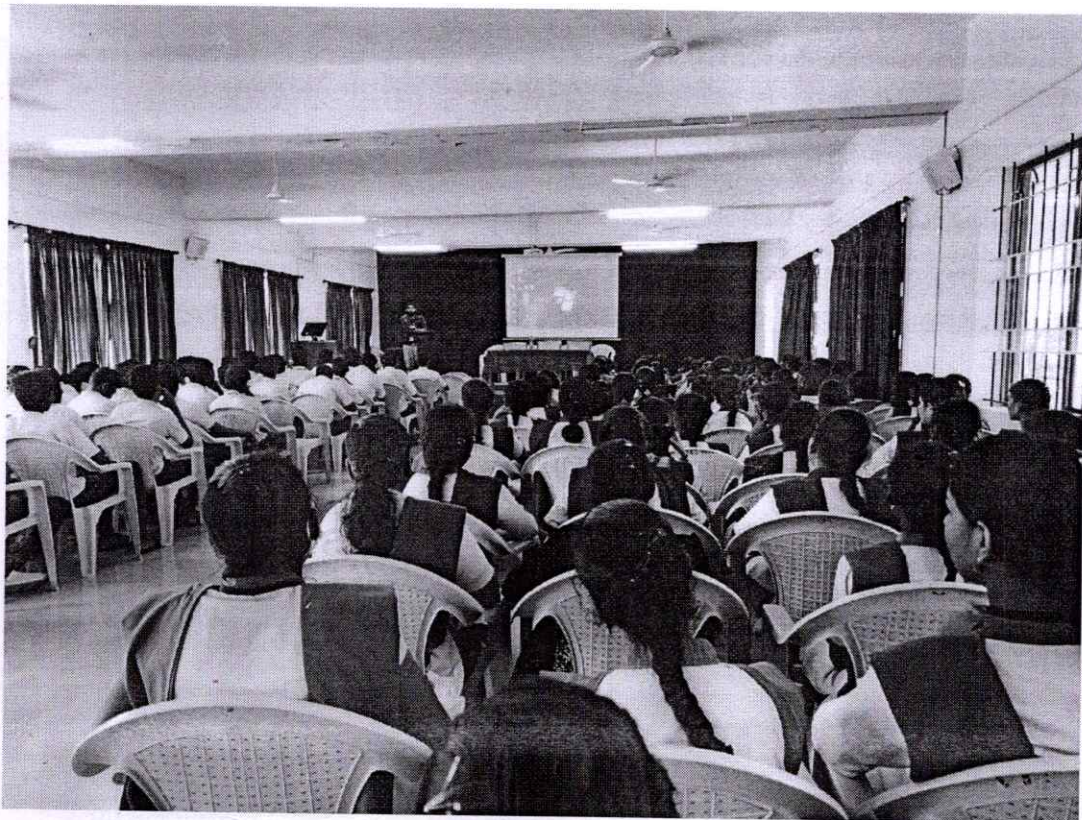
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816-SHREE VENKATESHWARA HI-TECH POLYTECHNIC COLLEGE

## SC/ST COMMITTEE

AWARENESS PROGRAM ON POST MATRIC SCHOLARSHIP



# Shree Venkateshwara Hi-Tech Polytechnic College



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## CIRCULAR

Date: 13.03.2024

We are pleased to announce the convening of the End Semester Meeting of the SC/ST Committee to review the actions in this academic year.

### Meeting Details:

**Date:** 15.03.2024

**Time:** 3.30pm

**Venue:** Auditorium

### Agenda

1. Review of Committee Activities and Achievements for the Academic Year 2023-2024
2. Assessment of SC/ST Representation and Participation
3. Identification of Challenges and Concerns
4. Planning for Future Initiatives and Programs

  
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## MINUTES OF MEETING – II (AY 2023-24)

16.03.2024

The semester end meeting of the Sc/St Committee was convened on 15.03.2024 at 3.30pm in our Auditorium. The purpose of the meeting was to review the entire actions undertaken throughout the academic year and the following members were present.

S.No	Name	Designation	Position	Sign	S.No	Name	Designation	Position	Sign
1	Mr.S.Prakadeswaran	Principal	Chairperson		8	S.Ramya	I Year Student	Member	
2	Mr.K.K.Arumugam	HOD	Coordinator						
3	Ms.Ruckshana	Lecturer	Member						
4	Ms.K.Pavithra	Lecturer	Member						
5	S.Maria Evangelina	III Cse Year Student	Member						
6	A.Praveen	II EEE Year Student	Member						
7	A.Deepaksanjay	I Year Student	Member						

### 1 Action Taken Report of the previous meeting:

S.No	Points Discussed	Action Taken
1	The committee discussed and finalized its objectives, focusing on promoting the welfare and addressing the concerns of SC/ST community members within the college.	Objectives were successfully framed.
2	The committee reviewed the current representation and participation of SC/ST students and staff in college activities, identifying areas for improvement..	Existing representation and improvement needed areas were reviewed.
3	The sharing of information and objectives regarding the committee to students.	Shared objectives and information to students by conducting meeting
4	Various initiatives and programs aimed at promoting the socio-economic empowerment of SC/ST community members were discussed, including scholarship schemes, skill development workshops, and mentorship programs.	Various initiatives to promote socio-economic empowerment of Sc/St community were discussed
5	The committee outlined plans for organizing awareness programs and workshops on SC/ST issues to enhance understanding and sensitivity among the college community.	Awareness programs and Workshops on Sc/St issues were planned

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## 2. Points Discussed in this meeting

Item.No	Points Discussed	Responsibility
	Discussed the following Agendas 1. Review of Committee Activities and Achievements for the Academic Year 2023-2024 2. Assessment of SC/ST Representation and Participation 3. Identification of Challenges and Concerns 4. Planning for Future Initiatives and Programs	
1	The committee reviewed the activities and achievements undertaken during the semester, including outreach programs, support services, and advocacy efforts.	All committee Members
2	A discussion was held on the representation and participation of SC/ST students and staff in college activities, highlighting progress made and areas for improvement.	All committee Members
3	Challenges and concerns faced by SC/ST community members were identified and discussed, including academic, social, and institutional barriers.	All committee Members
4	The committee outlined plans for future initiatives and programs to address the needs and aspirations of SC/ST students and staff, including awareness campaigns, skill development workshops, and mentorship programs.	All committee Members

*reception*  
Prepared by

*S. Praveen*  
Approved by 16.2.24

Copy to: 1) Circulation among all Committee Members

2) File