

Ref. No. SVECW / SCST / /2022

11.07.2022

### SC/ST WELFARE COMMITTEE

The SC/ST Welfare Committee is reconstituted with the following members to ensure the effective implementation of the policies and programs of the Government of India, UGC and State Governments with regard to backward castes.

| S. No. | Name                    | Designation             | Type of Membership     | Position    |
|--------|-------------------------|-------------------------|------------------------|-------------|
| 1      | Dr. G. Subba Raju       | Placement Officer       | Administrative Officer | Chairman    |
| 2      | Dr. V. Purushotham Raju | Dean Academics          | Administrative Officer | Member      |
| 3      | Dr. P. Ravi Kumar       | Assoc. Prof., ECE Dept. | Faculty Representative | Member      |
| 4      | Mr. B. Ramu             | Asst. Prof., EEE Dept.  | Faculty Representative | Member      |
| 5      | Mrs. J. Swarna Jyothi   | Asst. Prof., MBA Dept.  | Faculty Representative | Member      |
| 6      | Mrs. R. Lalitha Kumari  | Operator, BS Dept.      | Supporting Staff       | Member      |
| 7      | Ms. B. Sruthi           | II Year Student         | Student Representative | Member      |
| 8      | Ms. U. Anu Priya        | II Year Student         | Student Representative | Member      |
| 9      | Dr. M. Prema Kumar      | Prof., ECE Dept.        | Faculty Representative | Coordinator |

The Committee meets at least one time in a semester and the decisions arrived at are mandatory to be implemented. The Committee functions under the Chairmanship of Dr. G. Subba Raju, Placement Officer.

  
**PRINCIPAL**

To: All the SC/ST Members  
Copy to: Vice Principal, Deans, HoDs  
: Examcell / Library / PD  
: Principal's Office

**PRINCIPAL**  
Shri Vishnu Engg. College for Women  
Vishnupur, Bhimavaram-534 202.



SHRI VISHNU ENGINEERING COLLEGE FOR WOMEN :: BHIMAVARAM  
(AUTONOMOUS)

SC/ST WELFARE COMMITTEE

Date : 20.07.2022

CIRCULAR

The SC/ST welfare committee Meeting is scheduled on 26.07.2022, at 04.00 P.M., SVECW. The agenda of the meeting is given hereunder. The members of IQAC are therefore requested to make it convenient to attend the meeting.

*Agenda:*

1. To create awareness about the Government schemes for SC / ST Students
2. Prepare statistical information of SC / ST Students
3. Follow up the received scholarships
4. Review on utilization of Book Scheme at Library
5. Enhancement of students' ability to use English language
6. Conduct remedial classes
7. Planning to conduct counselling programme for students by the department of psychology
8. Conduct interactive sessions
9. Student grievances
10. Allotment of Mentors to Second Year Students
11. Any other matter with the permission of the chair












COORDINATOR

**SHRI VISHNU ENGINEERING COLLEGE FOR WOMEN :: BHIMAVARAM**  
(Autonomous)

**The minutes of meeting of SC/ST WELFARE COMMITTEE held on 26.07.2022**

**Members Present:**

| S. No. | Name                    | Role        | Signature  |
|--------|-------------------------|-------------|--|
| 1      | Dr. G. Subba Raju       | Chairman    |   |
| 2      | Dr. V. Purushotham Raju | Member      |   |
| 3      | Dr. P. Ravi Kumar       | Member      |    |
| 4      | Mr. B. Ramu             | Member      |   |
| 5      | Mrs. J. Swarna Jyothi   | Member      |   |
| 6      | Mrs. R. Lalitha Kumari  | Member      |   |
| 7      | Ms. B. Sruthi           | Member      |  |
| 8      | Ms. U. Anu Priya        | Member      |  |
| 9      | Dr. M. Prema Kumar      | Coordinator |  |

**Decisions taken:**

The members reviewed the minutes of the previous meeting and necessary actions were taken.

**1. To create awareness about the Government schemes for SC / ST Students**

Dr. G. Subba Raju, Chairman, was suggested to provide guidelines to students who are eligible for scholarships and various programmes offered by the Government of India and the Government of Andhra Pradesh. The Committee decided to appoint Mrs. Swarna Jyothi, Associate Professor, to coordinate this activity and raise awareness about various scholarships such as merit-based, need-based, student-specific, and career-specific scholarships, among others.

**2. Prepare statistical information of SC / ST Students**

Dr. V. Purushothama Raju, Dean Academics advised the coordinator to prepare statistical information of SC / ST Students to know who can avail or pending scholarships etc. on or before end of August.

**3. Follow up the received scholarships**

The committee looks up for scholarships that fit student's requirements and whenever they need they can apply within the stipulated timeline. Besides this, the members educate the students about the various SC scholarship being offered by the governments like pre-matric, post-matric, Rajiv Gandhi national fellowship, and overseas scholarship etc.

**4. Review on the utilization of Book Scheme at Library**

Students are motivated by the members to utilize the books facility to upgrade their knowledge. The utilization of books and resources that infuses their lives. This will determine their worth and the perception. The Chairman expressed satisfaction and deliberated his warm wishes to the students

**5. Enhancement of students' ability to use English language**

It was suggested to the English faculty to conduct the classes on basic level of their communication for I B.Tech. students who are from rural areas, in order to enhance their basic communication skills in English. At the end, the feedback is taken orally from the students and this effective communication will be continued to get rid of the stage fear.

**6. Conduct remedial classes**

It was suggested that the HoDs of all the departments should monitor whether the faculty are conducting special classes for slow learners through online and offline for getting better results in the exams.

**7. Planning to conduct counselling programme for students by the department of psychology**

Counselling plays a pivotal role in up bringing the confidence levels in the student community. The department of psychology has planned to conduct a counselling programme and it wants to create awareness on it. If a student is counselled in a finest way, she can't go panic and the student can have the intimacy with her teacher. A student can go with self-awareness and can reach the highest potential in resolving the issues. The student can overcome anxiety, worry and nervousness in all aspects. The mental health of the wards will be stable if they are counselled in a proper way. The psychologists will conduct initial counselling by interacting with each student and maintain a record of observations. In this process, some students are going to be trained.

**8. Conduct interactive sessions**

The Committee decided to conduct interactive sessions and informal meetings with the students to aid them in dealing various problems like social, personal and academic issues. The students of the entire department attended the meeting and discussed their performance and the proper utilization of scholarships etc.



**9. Student grievances**

The chairman asked the Coordinator about the complaints/concerns of the students. The coordinator attested that no students have voiced complaints, so the chairman is appreciative of what the members have done for SC/ST students.

**10. Allotment of Mentors to Second Year Students**

The coordinator allotted the faculty mentors Mr. P. Ravi Kumar for Second year Students, Mr. B. Ramu for Third Year to monitor their needs and wellness.

Students were regularly counselled for the following problems and tried to assist and guide them to get rid of various issues faced by them such as:

- Various types of anxieties: Social, general, test anxiety, or panic attacks.
- Homesickness
- Family expectations or problems
- Depression / lack of energy or motivation
- Being overwhelmed
- Low self-esteem
- Time management & Health issues

**11. Any other matter with the permission of the chair**

Nil



**COORDINATOR**