



**CIRCULAR**

The SC/ST Welfare Committee of the Institution has been constituted with the following members for the Academic year 2018-2019. The functions and responsibilities of the committee are appended overleaf.

SC/ST Welfare Committee members:

SL.NO.	NAME OF THE STAFF	DESIGNATION	DEPARTM ENT	NATURE OF RESPONSIBILITY
1.	Dr M LAKSHMANRAO	PRINCIPAL	MECH	CHAIRMAN
2	Mr. K SINGAIAH	Asst. Professor	MECH	Coordinator
3	Mr.G KRISHNA KISHORE	Asst. Professor	ECE	Member
4	Mr. N VENKATA RAO	Asst. Professor	MBA	Member
5	Mr. ANDROWS	Asst. Professor	CSE	Member
6	Mrs T ASHA JHOTH	Asst. Professor	S&H	Member
7	K SAILESH KUMAR	Asst. Professor	S&H	Member
8	Miss.O.MOUNIKA	Asst. Professor	MBA	Member
9	Rajesh mallala	Student Representative	Mech	Member
10	Manikanta Gaddem	Student Representative	Mech	Member

Copy to:

1. All HODs
2. All Committee Members

**PRINCIPAL**

**PRAKASAM ENGINEERING COLLEGE**

**KANIGERI ROAD**

**S.R.S.R. Petture Dt., (A.P.)**



*[Handwritten Signature]*

**PRINCIPAL**

**PRINCIPAL**

**PRAKASAM ENGINEERING COLLEGE**  
**KANDUKUR-523105, Prakasam Dt, AP**



**PRAKASAM**  
ENGINEERING COLLEGE

Date: 08/08/2018

### Functions of SC & ST Welfare committee

1. To counsel and guide SC/ ST students and help them to manage academic and personal issues of college life effectively.
2. To ensure provisions of an environment where all such students feel safe and secure.
3. To provide prompt counseling for any emotional emergencies arising on account of any event at the campus.
4. To provide the mechanism to redress the grievance of SC/ST students, if any
5. To ensure protection and reservation as provided in the constitution of India.
6. To arrange for special opportunities to enhance the career growth
7. To aware the SC/ST students regarding various scholarships program of State Govt. Central Govt and AICTE.
8. The COMMITTEE members must meet once in a semester or when as required with coordinator and discuss the necessary action plan for the welfare of the students.

  
Coordinator



  
PRINCIPAL  
PRAKASAM ENGINEERING COLLEGE  
KANIGIRI ROAD  
KANDUKUR-523105  
S.P.S.R. Nellore Dt, (A.P.)

Principal  
PRAKASAM ENGINEERING COLLEGE  
KANDUKUR-523105, Prakasam Dt, AP

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Affiliated to JNTU - Kakinada

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**2001**



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Date: 25- 08-2018

PEC/ SC & ST Welfare Committee/2018-19/Circular/01

## CIRCULAR

This is to inform to all the SC & ST Students Welfare Committee members that a meeting is scheduled on 26-08-2018 at 12.45 PM in Digital Library. All the members are requested to attend the meeting without fail.

### AGENDA:

1. To discuss and finalize the functions and facilities of Committee
2. To discuss and finalize the roles and responsibilities of coordinator and members.
3. To discuss the various State Govt., Central Govt. and AICTE schemes in this academic year.
4. To discuss the year planner.
- 5.

SL.NO.	NAME OF THE STAFF	DESIGNATION	DEPT	NATURE OF RESPONSIBILITY
1.	Dr M LAKSHMARAO	PRINCIPAL	ECE	CHAIRMAN
2	Mr. K SINGAIAH	Asst. Professor	MECH	Coordinator
3	Mr.G KRISHNA KISHORE	Asst. Professor	ECE	Member
4	Mr. N VENKATA RAO	Asst Professor	MBA	Member
5	Mr. ANDROWS	Asst. Professor	CSE	Member
6	Mrs T ASHA JHOTHI	Asst. Professor	S&H	Member
7	K SAILESH KUMAR	Asst. Professor	S&H	Member
8	Miss.O.MOUNIKA	Asst. Professor	MBA	Member
9	Rajesh mallala	Student Representative	Mech	Member
10	Manikanta Gaddem	Student Representative	Mech	Member

Copy to:

1. All HOD's
2. All Committee Members



*d. ho*  
*[Signature]*  
Coordinator

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Dt: 26-08-2018

Minutes of meeting

PEC/SC & ST Welfare Committee/2018-19/MoM/01

Proceedings of the Meeting of SC & ST Students Welfare committee

Date : 26-08-2018

Time : 12: 45 PM

Venue : Digital Library

AGENDA:

To discuss and finalize the functions and facilities of COMMITTEE

1. To discuss and finalize the roles and responsibilities of coordinator and members.
2. To discuss the various State Govt., Central Govt. and AICTE schemes in this academic year.
3. To discuss the year planner

MEMBERS PRESENT:

S.No.	Faculty Name	Role	Signature
1.	Dr M LAKSHMANRAO	PRINCIPAL	
2	Mr. K SINGAIAH	Asst. Professor	
3	Mr.G KRISHNA KISHORE	Asst. Professor	
4	Mr. N VENKATA RAO	Asst Professor	
5	Mr. ANDROWS	Asst. Professor	
6	Mrs T ASHA JHOTH	Asst. Professor	
7	K SAILESH KUMAR	Asst. Professor	
8	Miss.O.MOUNIKA	Asst. Professor	
9	Rajesh mallala	Student Representative	
10	Manikanta Gaddem	Student Representative	

The following points were discussed during the meeting and the minutes were recorded as below,

1. The Coordinator Mr. K.SINGAIAH welcomed the members of the committee who had assembled for finalizing the functions of the committee
2. After discussing with all the committee members the finalized functions and facilities of the SC & ST Welfare committee are framed and finalized.

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3. Also, the committee has finalized the roles and responsibilities of the Coordinator, Department coordinators/member.
4. The coordinator suggested the members to encourage students, to various schemes from State Govt., Central Govt. and AICTE.
5. Prepared the year plan for 2018-19.
6. Information about the schemes of Government and University was taken

### Resolutions:

1. The Coordinator put forth the aims and objectives of this committee
2. committee discussed about various scholarships given to the students
3. Information about the schemes of Government and University was taken
4. committee provided the mechanism to redress the grievance of SC/ST students, if any
5. The committee arranged for special opportunities to enhance the career growth
6. The committee ensured provisions of an environment where all such students feel safe and secure.
7. To ensured protection and reservation as provided in the constitution of India.



  
Coordinator

Copy to:

1. All Committee Members

  
**PRINCIPAL**  
**PRAKASAM ENGINEERING COLLEGE**  
**KANGIRI ROAD**  
**KANDUKUR - 523105**  
**S.P.S.R. ROAD**



## CIRCULAR

This is to inform to all the SC & ST Students Welfare COMMITTEE members that a meeting is scheduled on 05-02-2019 at 12.45 PM in Digital Library. All the members are requested to attend the meeting without fail.

### AGENDA:

1. Reading of the minutes of the last meeting.
2. Aim and objective of the Committee
3. Scholarship for SC/ST students.
4. Schemes of Government and University.

SL.NO.	NAME OF THE STAFF	DESIGNATION	DEPT	NATURE OF RESPONSIBILITY
1.	Dr M LAKSHMANRAO	PRINCIPAL	MECH	CHAIRMAN
2	Mr. K SINGAIAH	Asst. Professor	MECH	Coordinator
3	Mr.G KRISHNA KISHORE	Asst. Professor	ECE	Member
4	Mr. N VENKATA RAO	Asst Professor	MBA	Member
5	Mr. ANDROWS	Asst. Professor	CSE	Member
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8	Miss.O.MOUNIKA	Asst. Professor	MBA	Member
9	Rajesh mallala	Student Representative	Mech	Member
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1. All HOD's
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Coordinator

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Date: 05-02-2019

Minutes of Meeting

PEC/SC & ST Welfare Committee/2018-19/MoM/02

Proceedings of the Meeting of SC & ST Students Welfare Committee

Date : 05-02-2019

Time : 12: 45 PM

Venue : Digital Library

AGENDA:

1. Reading of the minutes of the last meeting.
2. Aim and objective of the committee.
3. Scholarship for SC/ST students.
4. Schemes of Government and University.

MEMBERS PRESENT:

S.No.	Faculty Name	Role	Signature
1.	Dr M LAKSHMANRAO	PRINCIPAL	
2	Mr. K SINGAIAH	Asst. Professor	
3	Mr.G KRISHNA KISHORE	Asst. Professor	
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9	Rajesh mallala	Student Representative	
10	Manikanta Gaddem	Student Representative	

The following points were discussed during the meeting and the minutes were recorded as below,

1. The Coordinator Mr K SINGAIAH welcomed the members of the committee who had assembled for finalizing the functions of the committee.

2. SC/ST committee was formed with five members and

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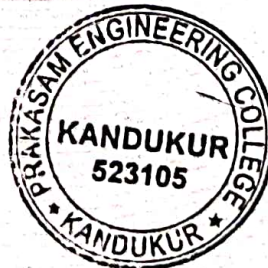


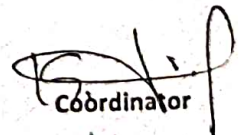
committee, the Principal briefed about the aims and objectives of the committee and instructed the members to contact the needy students through online.

3. The Co-ordinator of the committee discussed about the need of identifying the schemes available for the SC/ST students from the University and the government, which will be beneficial for the students especially for their higher education and career growth. And it was decided to inform the students through online.
4. Information was taken about the seats available and actual admission of SC/ST students.

### Resolutions:

1. The Coordinator put forth the aims and objectives of this committee
2. SC/ST committee was formed with five members and chairperson of the committee, the Principal briefed about the aims and objectives of the committee and instructed the members to contact the needy students through online.
3. The coordinator of the committee discussed about the need of identifying the schemes available for the SC/ST students from the University and the government, which will be beneficial for the students especially for their higher education and career growth. And it was decided to inform the students through online. Committee provided the mechanism to redress the grievance of SC/ST students, if any
4. The committee arranged for special opportunities to enhance the career growth
5. The committee ensured provisions of an environment where all such students feel safe and secure.
6. To ensured protection and reservation as provided in the constitution of India.



  
Coordinator



Copy to:

1. All Committee Members

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