



Appointment Letter Of SC/ST Committee Members

Date 5/09/2024

**OFFICE OF THE PRINCIPAL**

**Prakasam Engineering College**

**Kandukur**

**Subject: Appointment of Committee Members for SC/ST Cell**

It is hereby informed that the SC/ST Cell of the institution is being constituted/reconstituted to ensure the effective implementation of policies and welfare measures for students and staff belonging to Scheduled Castes and Scheduled Tribes.

The following members are hereby appointed to the SC/ST Cell Committee for the academic year 2024-25 and 2025-26

SC/ST Welfare Committee members:

S.No	NAME OF THE STAFF	DESIGNATION	DEPARTMENT	NATURE OF RESPONSIBILITY
1	Dr Ch Ravi Kumar	principal	ECE	Chairman
2	Dr K Sailesh Kumar	Professor	S&H	Coordinator
3	Dr K Singaiah	Professor	Mech	Member
4	Mr. B Enosh Androsh	Asst. Professor	CSE	Member
5	Mr. N Venkata Rao	Asst. Professor	MBA	Member
6	Mrs T Asha Jyothi	Asst. Professor	S&H	Member
7	Mr. G Kishore Krishna	Asst. Professor	ECE	Member
8	K Prasanna	Student coordinator	CSE	Member
9	B Prathibha	Student coordinator	CSE	Member
10	K Manasa	Student coordinator	CSE	Member
11	T Akhil	Student coordinator	ECE	Member



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The committee is entrusted with the responsibility to:

- Address issues and grievances related to SC/ST students and staff.
- Ensure implementation of government policies and guidelines.
- Promote social inclusion, equality, and welfare activities.
- Conduct awareness programs and support initiatives.

All the appointed members are requested to carry out their duties responsibly and contribute to maintaining an inclusive and supportive environment within the institution.

This order comes into effect immediately.

**Principal**

Dr.Ch.Ravi Kumar

Prakasam Engineering College, Kandukur

Prakasam(Dt)

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**PRINCIPAL**  
**PRAKASAM ENGINEERING COLLEGE**  
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PEC/SC & ST Welfare Cell/2024-25/Circular/01

**CIRCULAR**

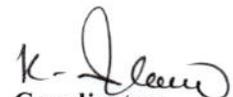
**Date :07-01-2025**

This is to inform to all the SC & ST Students Welfare Cell members that a meeting is scheduled on 08-01-2025 at 04:15 PM in Board Room. All the members are requested to attend the meeting without fail.

**AGENDA:**

1. Identify the SC/ST students and get the list from concerned
2. Create awareness to the new comers about the facilities
3. Sharing the contact details with students
4. To identify any major concern or grievances from SC/ST students and staff
5. Create Awareness about the SC/ST Scholarship among the students

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1	Dr Ch Ravi Kumar	principal	ECE	Chairman
2	Dr K Sailesh Kumar	Professor	S&H	Coordinator
3	Dr K Singaiah	Professor	Mech	Member
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9	B Prathibha	Student coordinator	CSE	Member
10	K Manasa	Student coordinator	CSE	Member
11	T Akhil	Student coordinator	ECE	Member

  
Coordinator

- Copy to:  
3. All HOD's  
4. All Committee Members



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Minutes of meeting

Date: 08-01-2025

**Proceedings of the Meeting of SC & ST Students Welfare Committee**

**AGENDA:**

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3. Sharing the contact details with students
4. To identify any major concern or grievances from SC/ST students and staff
5. Create Awareness about the SC/ST Scholarship among the students

**MEMBERS PRESENT:**

S.No.	Faculty Name	Department	Role	Signature
1	Dr Ch Ravi Kumar	ECE	Chairman	
2	Dr K Sailesh Kumar	S&H	Coordinator	
3	Dr K Singaiah	Mech	Member	
4	Mr. B Enosh Androsh	CSE	Member	
5	Mr. N Venkata Rao	MBA	Member	
6	Mrs T Asha Jyothi	S&H	Member	
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8	K Prasanna	CSE	Member	
9	B Prathibha	CSE	Member	
10	K Manasa	CSE	Member	
11	T Akhil	ECE	Member	

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

1. The Coordinator Dr K Sailesh Kumar 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 cell are framed and finalized.
3. Also, the cell has finalized the roles and responsibilities of the Coordinator, Department coordinators/member.





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4. The coordinator suggested the members to encourage students, to various schemes from State Govt., Central Govt. and AICTE.

**Resolutions:**

1. The coordinator put forth the aims and objectives of this committee
2. The review of issues discussed in previous meetings was taken
3. Committee discussed about various scholarships given to the students
4. To ensure protection and reservation as provided by the constitution of India.
5. Information about the schemes of Government and University was taken
6. Committee provided the mechanism to redress the grievance of SC/ST students, if any
7. The committee arranged for special opportunities to enhance the carrier growth
8. The committee ensured provisions of an environment where all such students feel safe and secure
9. Prepared the year plan 2025-26.

  
Coordinator

Copy to:  
All Committee Members



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PEC/SC & ST Welfare Cell/2024-25/Circular/01

**CIRCULAR**

This is to inform to all the SC & ST Students Welfare Cell members that a meeting is scheduled on 10-09-2024 at 04:15 PM in Board Room. All the members are requested to attend the meeting without fail.

**AGENDA:**

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 the mechanism to redress the grievance of SC/ST students, if any
4. To ensure protection and reservation as provided in the constitution of India.
5. To aware the SC/ST students regarding various scholarships program of State Govt, Central Govt. and AICTE .
6. To arrange for special opportunities to enhance the carrier growth

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PEC/SC & ST Welfare Committee/2024-25/MoM/01

Minutes of meeting

Date: 10-09-2024

Proceedings of the Meeting of SC & ST Students Welfare Committee

Venue: BOARD ROOM

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Coordinator

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