



Sheila Raheja  
Institute of  
Hotel Management

Affiliated to the University of Mumbai

SRIHM/ SC-ST/2022-23/01

9<sup>th</sup> August 2022

## NOTICE

### **SUB: COLLEGE SC/ST COMMITTEE MEETING**

The First Meeting of the College SC/ST Committee for the Academic Year 2022-23 will be held on 25<sup>th</sup> August 2022 at 4.00 pm at the 5th Floor Library – Sheila Raheja Institute of Hotel Management – Raheja Education Complex Bandra, East. to conduct the following business.

### **AGENDA:**

1. To introduce & welcome new members to the reconstituted SC/ST Committee.
2. To read and confirm the minutes of the meeting held on 14<sup>th</sup> December 2021.
3. To apprise the members about the Importance, Duties and Responsibilities of SC/ST Committee as per norms laid down by University Grant Commission & University of Mumbai.
4. To create awareness about the existence of the SC/ST Committee among students and staff.
5. Any other matter with the permission of the Chair.

  
Conrad D'souza  
Chairman





**MINUTES OF THE MEETING OF THE COLLEGE SC/ST COMMITTEE**

The First Meeting of the College SC/ST Committee for the Academic Year 2022-23 was held on 25<sup>th</sup> August 2022 at 4.00 pm at the 5th Floor Library – Sheila Raheja Institute of Hotel Management – Raheja Education Complex Bandra, East. to conduct the following business.

The following members were present: -

1. Mr. Conrad D'souza – Chairman
2. Mr. Vaibhav Gaikwad – Coordinator
3. Mr. Manoj Kamble – Member
4. Mr. Aniket Dalvi – Head Clerk
5. Mr. Ayush More - SC Student Representative - Student Council
6. Ms. Aboli Jagtap – SC Student Representative
7. Mr. Devesh Karande – SC Student Representative
8. Mr. Snehal Kalat – ST Student Representative

The quorum was present for the meeting.

**Agenda point No. 1**

To introduce & welcome new members to the reconstituted SC/ST Committee.

The Chairperson introduced & welcomed all members. As Ms. Madhuri Deshbhratar has resigned, her position in the committee has been appointed to Mr. Manoj Kamble.

The SC/ ST Coordinator started the meeting with the permission of the chair.

The following members were appointed to the SC/ST committee.

1. Mr. Conrad D'souza – Chairman
2. Mr. Manoj Kamble – Coordinator
3. Mr. Vaibhav Gaikwad – Member
4. Mr. Aniket Dalvi – Head Clerk
5. Mr. Ayush More - SC Student Representative - Student Council
6. Ms. Aboli Jagtap – SC Student Representative
7. Mr. Devesh Karande – SC Student Representative







8. Mr. Snehal Kalat – ST Student Representative

All members agreed to take up their designated roles and responsibilities to assure the smooth functioning of the committee.

**Agenda point No. 2**

To read and confirm the Minutes of the College SC/ ST Committee meeting held on 14<sup>th</sup> December 2021.

The Co-ordinator Mr. Manoj Kamble read the minutes of the meeting held on 14<sup>th</sup> December 2021 and after the brief discussion the members passed the following resolutions.

**Resolution No. 1**

Be it & it is hereby resolved to confirm the minutes of meeting held on 14<sup>th</sup> December 2021.

**Actions to be taken:** Approved minutes to be signed by all the members.

**Agenda point No. 3**

To apprise the members about the Importance, Duties and Responsibilities of SC/ST Committee as per norms laid down by University Grant Commission & University of Mumbai.

Mr. Conrad D'souza apprised all members that the SC/ST committee is a very important committee in the college. Mr. Manoj mentioned how this committee has a direct resemblance of the privileges that our founding fathers have given the less fortunate in our Constitution.

All the members were informed that as per norms laid down by University Grants Commission & University of Mumbai, it is mandatory for institutes to constitute SC/ST committee for the prevention of atrocities.

To apprise the Members about Duties and Responsibilities of SC/ ST Committee as per norms laid down by University Grant Commission & University of Mumbai.

All the members present were explained the guidelines laid down by University Grant Commission & University of Mumbai. After discussion queries were answered by the Chair.

The members made a note of the same.





**Agenda point No. 4**

To create awareness about the existence of the SC/ST Committee among students and staff.

Instructions were given by the Chairman to all committee members to disseminate information about the existence of the committee to all staff and students of the college. Instructions were given to all members to look for guidelines, notices, schemes and information related to conduct of the committee.

The Scheduled Caste (SC) and Scheduled Tribes (ST) Committee promotes interests of SC/ST students and guides them to achieve their dreams by utilising the benefits of the schemes offered by the Government of India.

Mr. Aniket Dalvi was asked to release a Circular for the benefits of the students. Also to identify eligible students and help them to fill the form for scholarship.

**Agenda point No. 5**

Any other matter with the permission of the Chair.

Mr. Aniket Dalvi informed the committee that 2 students from our college received scholarship from the state government (MAHADBT) last academic year.

Mr. Manoj suggested conducts remedial coaching classes, life skills, personality development programs, and interactive sessions to develop the personal, social and academic issues faced by the students belonging to SC/ST category.

Chairman & all members discussed the above point.

As there was no other matter to discuss, the committee members noted down the instructions and the meeting ended with a vote of thanks to the chair.

The next meeting of the SC/ST committee will be held in December 2022.

  
**Conrad D'souza**  
Chairman

