



Sheila Raheja  
Institute of  
Hotel Management

Affiliated to the University of Mumbai

**ATTENDANCE SHEET OF COLLEGE SC/ST COMMITTEE**  
**MEETING HELD ON 28<sup>TH</sup> FEBURARY 2024**

Sr. No.	Name	Designation	Capacity in which representing SC/ST Committee	Signature
1	Mr. Conrad D'Souza	Principal	Chairman	
2	Dr. Ajaykumar Meshram	Assistant Professor	Coordinator	
3	Mr. Manoj Kamble	Assistant Professor	SC Teaching Representative	
4	Mr. Vaibhav Gaikwad	Librarian	SC Non-Teaching Representative	
5	Ms. Deepali Darekar	Head Clerk - In charge	Administrative Officer	
6	Ms. Vighanesh Sushvilkar	Student	SC Student Representative - Student Council	





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SRIHM/ SC-ST/2023-24/02

12<sup>th</sup> February 2024

## NOTICE

### SUB: COLLEGE SC/ST COMMITTEE MEETING

The Second Meeting of the College SC/ST Committee for the Academic Year 2023-24 will be held on 28<sup>th</sup> February 2024 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. Read and review of last meeting the Minutes of the College SC/ST Committee meeting held on **13<sup>th</sup> September 2023.**
2. To examine the Students enrolled for s scholarship and the progress
3. To understand the obstacles faced by students for scholarship
4. To provide career counselling and career development for SC/ST Students
5. To make a plan for next academic year
6. Any other matter with the permission of the Chair.

  
**Conrad D'souza**  
Chairman





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

The Second Meeting of the College SC/ST Committee for the Academic Year 2023-24 will be held on 28<sup>th</sup> February 2024 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 appointed to the SC/ST committee.

1. Mr. Conrad D'souza – Chairman
2. Dr. Ajaykumar Meshram - Coordinator
3. Mr. Manoj Kamble – Member
4. Mr. Vaibhav Gaikwad – Member
5. Ms. Deepali Darekar – Head Clerk
6. Mr. Vighanesh Sushvilkar - SC Student Representative - Student Council

The quorum was present for the meeting.

### **Agenda point No. 1**

To read and confirm the Minutes of the College SC/ST Committee meeting held on 13<sup>th</sup> September 2023.

The Co-coordinator Dr. Ajaykumar Meshram read the minutes of the meeting held on 13<sup>th</sup> September 2023 and after the brief discussion the members passed the following resolutions.

### **Resolution No. 2**

To examine the Students enrolled for scholarship and the progress

The SC/ST committee members monitored and guided the students for filling the online application forms and all necessary information was provided.

### **Agenda point No. 3**

To understand the obstacles faced by students for scholarship

Information regarding the obstacles faced while filling the ( MAHADBT) Scholarship form through Government portal was taken from the students and necessary suggestions were given to them by SC/ST cell members to resolve the issues .





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and guides them to achieve their dreams by utilising the benefits of the schemes offered by the Government of India.

**Agenda point No. 4**

To provide career counselling and career development for SC/ST Students

Mr Manoj Kamble suggested that the SC/ST students should be given career development opportunities by arranging some Skill based sessions on Personality development and communication which could help them for final placement in the Industry.

**Agenda point No. 5**

To make a plan for next academic year

Planning for the next academic year was made by the member's along with the coordinator and principal.

**Agenda point No. 6**

Any other matter with the permission of the Chair.

Ms. Deepali Darekar informed the committee that 4 students applied for scholarship from our college and 3 students received scholarship from the state government (MAHADBT) last academic year. I student is pending because of insufficient data .

Mr. Manoj suggested to 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 September 2024

  
**Conrad D'souza**  
Chairman

