

**Toc H Institute of Science & Technology, Arakkunnam**

**Minutes of the SC/ ST committee meeting Date: 09/06/2023**

**Members**

Asso. Prof. Sreela Sreedhar (HOD CSE), Convener

Asst. Prof. Ranjith PS (Maths Dept, Member)

Asst. Prof. Anoo M.S (ME Dept, Member)

Ms. Santhi NM (Lab Instructor IT, Member)

Ms. Devika Krishnan (Lab Instructor DoE, Member)

Ms. Shiju Thomas (Office) Member

Ms. Abhirami Raj (Student (CE), Member)

**Objectives**

The Cell will take care of SC/ST students with respect to.

- (a) Scholarships – their distribution to the beneficiaries on time.
- (b) Solve any problems occurred during their educational career
- (c) Making arrangements for sending statistical information required by University/Government authorities.
- (d) Any issues relating to discrimination experienced by the students in the College.
- (e) Students, especially belonging to SC/ST, if they have any issues on the above, may register their complaint either in the cell office.

SI No	Points Discussed	Action Plan
1.	Review of the previous meeting was done	
2.	Keeping record of the details of students availing scholarships	• Details Filed and verified.
3.	Discussed if there is any issue faced by students relating to discrimination or any other matter	• No issues pointed out
4.	Decided to collect the academic performance of students in Internal assessment tests and university examinations and inform HODs to monitor their performance	• Decided to constantly monitor the academic performance of students and extend additional help to the required candidates

Prepared By:

Dr. Sreela Sreedhar, Convener

Approved By:

Dr. Preethi Thekkath, PRINCIPAL – TIST