

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project Name	SC/ST Committee	Academic Year	2022-23
Meeting Facilitator	Dr. B. H. Nanwani		

CIRCULAR/NOTICE OF THE SC/ST COMMITTEE MEETING

All are requested to note that the SC/ST committee Meeting for the Academic Year 2022-23 will be held on 11 March 2023 from 11.00 am in the Board Room in Director's Office. The following members to please attend the same:

Sr. No	Name of the Member	Designation	Signature/Attendance Remarks
1	Dr. B. H. Nanwani	Chairperson	<i>B. H. Nanwani</i>
2	Dr. Abhijeet Kaiwade	Liaison Officer	<i>Abhijeet Kaiwade</i>
3	Ms. Vaishali R Patil	Asst. Professor	<i>Vaishali R Patil</i>
4	Mr. Vinayak Phule	Registrar	
5	Ms. Aichal Sungat	Student Representative – MBA II	<i>Aichal S</i>
6	Ms Prajakta Gedam	Student Representative – MCA I	<i>P. V. Gedam</i>
7	Ms. Anushka Nikalje	Student Representative – MBA I	<i>Anushka</i>



SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project Name	SC/ST Committee	Meeting Date (DD/MM/YYYY)	11/03/2023
Meeting Facilitator	Dr. B. H. Nanwani		
MEETING AGENDA			
Sr. No	Topic		
1	Reading and confirming minutes of the previous meeting		
2	Introduction of New Members of SC/ST Committee		
3	Review of complaints received for Academic Year 2022-23		
4	Action Plan for 2023-24		
5	Any other matter with the permission of chair		



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Date of the Meeting (DD/MM/YYYY)	11/03/2023	Time	11.00am Onwards
Meeting Facilitator	Dr. B. H. Nanwani		

ATTENDANCE OF THE MEETING

A meeting of the SC/ST Committee was held on 11 March 2023 from 11 am under the Chairperson, Dr. B H Nanwani (Director, SVIMS) in the Board Room at Director's Office. The following members were present:

Sr. No	Name of the Member	Designation	Signature/Attendance Remarks
1	Dr B. H. Nanwani	Chairperson	<i>B. Nanwani</i>
2	Dr. Abhijeet Kaiwade	Liaison Officer	<i>Abhijeet Kaiwade</i>
3	Ms. Vaishali R Patil	Asst. Professor	<i>Vaishali R Patil</i>
4	Mr. Vinayak Phule	Registrar	
5	Ms. Aichal Sungat	Student Representative – MBA II	<i>Aichal Sungat</i>
6	Ms Prajakta Gedam	Student Representative – MCA I	<i>P.V. Gedam</i>
7	Ms. Anushka Nikalje	Student Representative – MBA I	<i>Anushka Nikalje</i>

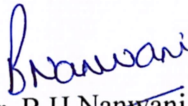


SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project Name	SC/ST Committee	Meeting Date (DD/MM/YYYY)	11/03/2023
Meeting Facilitator	Dr. B. H. Nanwani		
MINUTES OF MEETING			
MOM of previous meeting	Minutes of the previous meeting held on 3 Sept 2022 were read and approved by the Committee members.		
Welcome and introduction of new members	<p>Dr. Abhijeet Kaiwade, Liaison Officer welcomed and introduced the new members of committee.</p> <p>Student Representatives:</p> <ul style="list-style-type: none"> • Ms Prajakta Gedam - Student Representative – MCA I • Ms. Anushka Nikalje - Student Representative – MBA I 		
Complaints for Academic Year 2022-23	<p>Discussion:</p> <p>Dr. Abhijeet Kaiwade informed the members that there were no complaints received during 2022-23. He also informed that complaints on Caste Based Discrimination by SC/ST Members were not submitted on our website.</p> <p>Decision:</p> <p>The committee members instructed Mr. Vinayak Phule that the Complaint Register should be closed for 2022-23. At the same time the register for the year 2023-24 should be opened.</p>		
Action Plan for 2023-24	<p>Discussion:</p> <p>Dr. Abhijeet Kaiwade informed the members that during Admission of MBA students for Academic Year 2022-23, there was one student of SC category who did not have the necessary caste related documents. As a result of this she took admission in Against CAP Vacancy and was not able to avail the Government Scholarship. The institute graciously offered her Institutional Scholarship to promote education of girl child.</p> <p>Keeping this experience in view, Ms. Vaishali Patil suggested that the SC/ST students should be counselled about the Pre and Post Admission Process, so that they can take benefit of the government scholarship schemes. Besides this, Capacity Building Sessions on improving Communication Skills, Personality Development, Career Counselling, etc. should be organized for them.</p> <p>In addition to above, Dr. B H Nawani suggested that awareness should also be created about the NPTEL Courses as the SC/ST Students have to pay lower registration fees as compared to General Category students.</p> <p>Mr. Vinayak Phule, Registrar, seconded the move.</p>		



	<p>Decision: Dr. B H Nanwani instructed Mr. Vinayak Phule and the Admission Team led by Dr. Abhijeet Kaiwade to give complete information of Government Scholarships, Documents Required and the Application Process to all the SC/ST Students approaching SVIMS for admission.</p> <p>Dr. Abhijeet Kaiwade, Liaison Officer was instructed to take the help of Ms. Harshali Bhalerao, Asst. Prof, for organizing various Capacity Building Programs.</p> <p>Information of NPTEL Courses to be given to students through the WhatsApp groups. Also, faculty members to specially counsel the SC/ST students to enrol for the courses of their choice.</p>
Any other matter with the permission of chair	As there was no other agenda to be discussed the meeting was adjourned with the vote of thanks that was given by Dr. Abhijeet Kaiwade


Dr. Abhijeet Kaiwade
Liaison Officer


Dr. B H Nanwani
Chairperson

DR. B. H. NANWANI
DIRECTOR
SADHU YASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001



SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS

Meeting/Project Name	SC/ST Committee	Academic Year	2022-23
Meeting Facilitator	Dr. B. H. Nanwani		

CIRCULAR/NOTICE OF THE SC/ST COMMITTEE MEETING

All are requested to note that the SC/ST committee Meeting for the Academic Year 2022-23 will be held on 03.09.2022 from 11.00 am in the Board Room in Director's Office. The following members to please attend the same:

Sr. No	Name of the Member	Designation	Signature/Attendance Remarks
1	Dr B. H. Nanwani	Chairperson	<i>B. H. Nanwani</i>
2	Dr. Abhijeet Kaiwade	Liaison Officer	<i>Abhijeet Kaiwade</i>
3	Ms. Vaishali R Patil	Asst. Professor	<i>Vaishali R Patil</i>
4	Mr. Vinayak Phule	Registrar	
5	Ms. Aichal Sungat	Student Representative – MBA II	<i>Aichal's</i>



SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project Name	SC/ST Committee	Meeting Date (DD/MM/YYYY)	03/09/2022
Meeting Facilitator	Dr. B. H. Nanwani		
MEETING AGENDA			
Sr. No	Topic		
1	Reading and confirming minutes of the previous meeting		
2	UGC Guidelines for Caste Based Discrimination by SC/ST Students/Teachers/Non-Teaching Staff		
3	Any other matter with the permission of chair		



SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project Name	SC/ST Committee	Academic Year	2022-23
Date of the Meeting (DD/MM/YYYY)	03.09.2022	Time	11.00 am Onwards
Meeting Facilitator	Dr. B. H. Nanwani		

ATTENDANCE OF THE MEETING

A meeting of the SC/ST Committee was held on 3 Sept 2022 from 11 am under the Chairperson, Dr. B H Nanwani (Director, SVIMS) in the Board Room at Director's Office. The following members were present:

Sr. No	Name of the Member	Designation	Signature/Attendance Remarks
1	Dr B. H. Nanwani	Chairperson	<i>B. H. Nanwani</i>
2	Dr. Abhijeet Kaiwade	Liaison Officer	<i>Abhijeet Kaiwade</i>
3	Ms. Vaishali R Patil	Asst. Professor	<i>Vaishali R Patil</i>
4	Mr. Vinayak Phule	Registrar	
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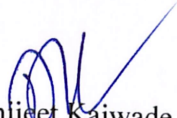


SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS

Meeting/Project Name	SC/ST Committee	Meeting Date (DD/MM/YYYY)	03/09/2022
Meeting Facilitator	Dr. B. H. Nanwani		

MINUTES OF MEETING

MOM of previous meeting	Minutes of the previous meeting held on <u>5 March 2022</u> were read and approved by the Committee members.
UGC Guidelines	<p>Discussion:</p> <p>Mr. Vinayak Phule informed the committee members of the UGC Guideline for installation of an online system to Lodge Complaints against the instances of Caste Based Discrimination.</p> <p>Dr. B H Nanwani suggested that the following information may be collected from individuals registering their complaints on the Institute's website.</p> <p>A] Name B] Gender C] Category – Drop down (Student/Teacher/Non-Teaching Staff] D] Email ID F] Mobile No G] Description of Complaint</p> <p>Mr. Vinayak Phule suggested that once an individual lodges a complaint, an email should go to The Director, The Registrar and The Liaison Officer for acknowledgement and necessary action.</p> <p>Ms. Vaishali Patil suggested that an auto-response email be sent to the complainant.</p> <p>Decision:</p> <p>Dr. B H Nanwani instructed Dr. Abhijeet Kaiwade to update the webpage with necessary details to ensure compliance to UGC Guidelines.</p> <p>A sample template of auto-response to complainant should be designed by Ms. Vaishali Patil.</p>
Any other matter with the permission of chair	<p>Dr. Abhijeet Kaiwade thanked Ms. Nishgandha Vairat, the outgoing member of the committee.</p> <p>As there was no other agenda to be discussed the meeting was adjourned with the vote of thanks that was given by Dr. Abhijeet Kaiwade</p>


Dr. Abhijeet Kaiwade
Liaison Officer




Dr. B H Nanwani
Chairperson
DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001