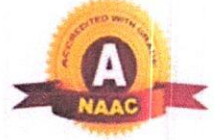


# SRI RACHAPUDY NAGABHUSHANAM DEGREE & P.G COLLEGE

**AUTONOMOUS**

**Accredited by NAAC with A Grade**

Permanently Affiliated to Yogi Vemana University  
Recognized Under 2(f) & 12(B) of UGC Act 1956  
Nellore Road, Badvel-516227, Kadapa Dist. A.P.  
Contact Details: +91 9440261908; +91 9989951908



Ref. No: SRNBDPGC/SC-ST/2025-26/002

Date: 13-06-2025

## CONSTITUTION OF SC/ST COMMITTEE

### 1. Preamble

In compliance with the guidelines issued by the All India Council for Technical Education (AICTE) and in accordance with the policies of the Government of India for the welfare of Scheduled Castes (SC) and Scheduled Tribes (ST), Sri Rachapudy Nagabhusanam Degree & PG College, Badvel hereby constitutes the SC/ST Committee.

The Committee is established to safeguard the rights and interests of SC/ST students and staff and to ensure a discrimination-free, inclusive academic environment.

### 2. Objectives

The SC/ST Committee shall:

1. Ensure implementation of reservation policies in admissions and recruitment as per government norms.
2. Prevent discrimination and harassment based on caste.
3. Promote social justice, equality, and inclusive growth within the institution.
4. Address grievances of SC/ST students and staff.
5. Create awareness about constitutional safeguards and legal protections available to SC/ST communities.

### 3. Composition of the SC/ST Committee

The SC/ST Committee shall consist of:

S. No.	Name	Designation
1	R. Venkata Sai Krishna	Chairman
2	M. Lakshmi Devi	Convener
3	T. Bala Obulesu	Faculty Member
4	P. Khanshavalli	Faculty Member
5	M. Kiran	Non-Teaching Staff Representative
6	Dr. B. Ashok	SC Representative
7	B. Raghu Ram	SC/ST Representative
8	G. Nikitha Sharon	Student Representative

The tenure of the Committee members shall be **two academic years** from the date of constitution.

### 4. Functions and Responsibilities

The Committee shall:

1. Monitor effective implementation of reservation policies.
2. Review and redress grievances related to caste-based discrimination.
3. Facilitate access to scholarships, fellowships, and welfare schemes.
4. Conduct awareness programs and orientation sessions on constitutional rights and equality.
5. Maintain proper records of complaints and action taken.
6. Submit periodic reports to the Principal.

### 5. Procedure for Handling Complaints

1. Complaints may be submitted in writing or via official email.
2. The Committee shall acknowledge receipt within three working days.
3. A fair and confidential inquiry shall be conducted.
4. Recommendations shall be submitted to the Principal within 15 working days.
5. Appropriate action shall be taken as per institutional rules and statutory provisions.

## 6. Confidentiality

All proceedings of the Committee shall remain confidential to protect the dignity and identity of the complainant.

## 7. Meetings

- The Committee shall meet at least once in a semester.
- Emergency meetings may be convened by the Chairperson as required.
- The quorum shall consist of at least three members.

## 8. Implementation

This Constitution shall come into force with immediate effect upon approval by the Principal and shall remain in force until amended as per AICTE and Government guidelines.



**Chairman**

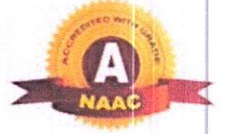
**Principal**  
**Sri Rachapudy Nagabhushanam**  
**Degree & P.G. College (Autonomous)**  
**Badvel, 516227, YSR (Dist), A.P**

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Ref. No: SRNBPGC/SC-ST/2025-26/003

Date: 19-06-2025

### CIRCULAR

All the members of the SC/ST Committee of Sri Rachapudy Nagabhushanam Degree & PG College, Badvel are hereby informed that a meeting of the Committee is scheduled to be held as per the details mentioned below:

**Date:** 23-06-2025

**Time:** 10:30 am

**Venue:** Seminar Hall-1

#### Agenda:

1. Review of implementation of reservation policy in admissions and recruitment.
2. Review of grievances received from SC/ST students and staff, if any.
3. Discussion on scholarship schemes and welfare measures.
4. Planning awareness programs on constitutional safeguards and rights.
5. Any other matter with the permission of the Chair.

All members are requested to attend the meeting without fail and come prepared with relevant reports and suggestions for effective functioning of the Committee.



  
Principal

Copy to:

1. All ICC Members
2. Office File
3. Notice Board / College Website

Principal  
Sri Rachapudy Nagabhushanam  
Degree & P.G. College (Autonomous)  
Badvel, 516227, YSR (Dist), A.P



## MINUTES OF THE MEETING

### SC/ST Committee

Date: 23-06-2025

#### Members Present:

S. No.	Name	Designation	Signature
1	R. Venkata Sai Krishna	Chairman	
2	M. Lakshmi Devi	Convener	M. Lakshmi Devi
3	T. Bala Obulesu	Faculty Member	T. Bala Obulesu
4	P. Khanshavalli	Faculty Member	P. Khanshavalli
5	M. Kiran	Non-Teaching Staff Representative	M. Kiran Kommu
6	Dr. B. Ashok	SC Representative	Dr. B. Ashok
7	B. Raghu Ram	SC Representative	B. Raghu Ram
8	G. Nikitha Sharon	Student Representative	G. Nikitha Sharon

#### Agenda:

1. Review of implementation of reservation policy in admissions and recruitment.
2. Review of grievances received from SC/ST students and staff, if any.
3. Discussion on scholarship schemes and welfare measures.
4. Planning awareness programs on constitutional safeguards and rights.
5. Any other matter with the permission of the Chair.

#### Proceedings:

The meeting of the SC/ST Committee was conducted as per the circular issued by the Principal. The Chairperson welcomed the members and emphasized the importance of safeguarding the rights and interests of SC/ST students and staff.

1. **Review of Reservation Policy:** The Committee reviewed the implementation of reservation policies in admissions and recruitment as per Government norms. It was observed that the prescribed guidelines were being followed.
2. **Review of Grievances:**  
The Committee reviewed grievances received during the period, if any.  
*(If no grievances were received, it was recorded that no complaints were reported.)*  
Members emphasized maintaining confidentiality and prompt redressal of complaints.
3. **Scholarship & Welfare Measures:**  
The Committee discussed the status of scholarships and welfare schemes available to SC/ST students. It was resolved to display relevant information on the notice board and college website for wider awareness.
4. **Awareness Programs:**  
It was resolved to conduct orientation sessions and awareness programs to educate students about constitutional safeguards, legal provisions, and support systems available.
5. **Other Matters:**  
No additional matters were brought for discussion.

#### **Resolutions Passed:**

- Strict implementation of reservation policy shall continue.
- Awareness programs shall be conducted at least once in a semester.
- Proper documentation of grievances and actions taken shall be maintained.
- Scholarship details shall be prominently displayed for student reference.

The meeting concluded with a vote of thanks by the Convener.

  
Coordinator



  
Chairman

Principal  
Sri Rachapudy Nagabhushanam  
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