



Ref. No: SRNBPGC/BC/2025-26/002

Date: 20-07-2025

CONSTITUTION OF OBC / MINORITY CELL

1. Preamble

In compliance with the guidelines issued by the All India Council for Technical Education (AICTE) and the policies of the Government of India to promote inclusive education and social equity, Sri Rachapudy Nagabhushanam Degree & PG College, Badvel hereby constitutes the OBC / Minority Cell.

The Cell is established to safeguard the interests of students and staff belonging to Other Backward Classes (OBC) and Minority communities and to ensure equal opportunities in academic and administrative matters.

2. Objectives

The OBC / Minority Cell shall:

1. Ensure implementation of reservation policies for OBC students as per Government norms.
2. Facilitate access to scholarships, fellowships, and welfare schemes for OBC and Minority students.
3. Prevent discrimination based on caste, religion, or minority status.
4. Promote inclusive growth and equal opportunity within the institution.
5. Address grievances related to discrimination or denial of benefits.

3. Composition of the OBC / Minority Cell

The OBC / Minority Cell shall consist of:

S.No.	Name	Designation
1	R. V Sai Krishna	Chairman
2	T. Bala Obulesu	Convener
3	S. Shahina	Faculty Member
4	P. Jakeer Hussain	Faculty Member
5	T. Peeraiah	Non-Teaching Staff Representative
6	Y. Gopala Swami	OBC Representative
7	S. Allabakash	Minority Community Representative
8	B. Venkata Pallavi	Student Representative

The tenure of the members shall be **two academic years**.

4. Functions and Responsibilities

The Cell shall:

1. Monitor effective implementation of reservation policies for OBC students.
2. Review and redress grievances from OBC/Minority students and staff.
3. Create awareness regarding scholarship schemes and financial assistance programs.
4. Conduct workshops and orientation programs on equality and constitutional rights.
5. Maintain records of complaints and actions taken.
6. Submit periodic reports to the Principal.

5. Procedure for Handling Complaints

1. Complaints may be submitted in writing or through official email.
2. The Cell shall acknowledge complaints 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 Cell shall remain confidential to protect the dignity and identity of the complainant.

7. Meetings

- The Cell shall meet at least once in a semester.
- Emergency meetings may be convened by the Chairperson if 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 valid until amended as per AICTE and Government guidelines.




Chairman

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



Ref. No: SRNBPGC/BC/2025-26/003

Date: 26-07-2025

CIRCULAR

All the members of the OBC / Minority Cell of Sri Rachapudy Nagabhushanam Degree & PG College, Badvel are hereby informed that a meeting of the Cell is scheduled to be held as per the details given below:

Date: 29-07-2025

Time: 10:30 am

Venue: Seminar Hall-1

Agenda:

1. Review of implementation of reservation policy for OBC students.
2. Review of grievances received from OBC/Minority students and staff, if any.
3. Discussion on scholarship schemes and welfare measures.
4. Planning awareness programs on constitutional rights and inclusive policies.
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 the effective functioning of the Cell.



Copy to:

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

Principal

Principal

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



MINUTES OF THE MEETING

OBC / Minority Cell

Date: 29-07-2025

Members Present:

S. No.	Name	Designation	Signature
1	R. V Sai Krishna	Chairman	
2	T. Bala Obulesu	Convener	
3	P. Jakeer Hussain	Faculty Member	
4	S. shahina	Faculty Member	
5	T. Peeraiah	Non-Teaching Staff Representative	
6	Y. Gopala Swami	OBC Representative	
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1. Review of implementation of reservation policy for OBC students.
2. Review of grievances received from OBC/Minority students and staff, if any.
3. Discussion on scholarship schemes and welfare measures.
4. Planning awareness programs on constitutional rights and inclusive policies.
5. Any other matter with the permission of the Chair.

Proceedings:

The meeting of the OBC / Minority Cell was conducted as per the circular issued by the Principal. The Chairperson welcomed the members and highlighted the importance of ensuring equal opportunities and inclusiveness for OBC and Minority students.

1. Review of Reservation Policy:

The Cell reviewed the implementation of reservation norms in admissions as per Government guidelines. It was observed that the policy is being implemented effectively.

2. Review of Grievances:

The Cell discussed grievances received during the period, if any.
(If no grievances were received, it was recorded that no complaints were reported.)
The members emphasized prompt and confidential redressal of complaints.

3. Scholarship & Welfare Measures:

The status of scholarships and welfare schemes available to OBC and Minority students was reviewed. It was resolved to circulate detailed information through notice boards and the college website.

4. Awareness Programs:

The Cell resolved to conduct orientation sessions and awareness programs to inform students about constitutional rights, government schemes, and institutional support systems.

5. Other Matters:

No additional matters were discussed.

Resolutions Passed:


- Strict implementation of reservation policies shall continue.
- Scholarship information shall be widely publicized.
- Awareness programs shall be conducted at least once per semester.
- Proper documentation of grievances and actions taken shall be maintained.

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


Coordinator




Chairman


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