



SU/20250528/0273

Date: 28th May 2025

Minutes of Meeting

The OBC CELL

Date: 28/05/2025

Time: 4:30 pm

Venue: Sports Office, Sarvajani University

Coordinator: Dr. Amit Patel

Members Present: Mr. Sandeep Panth

Agenda No. 1: Discussion and Preparation of the OBC Cell Policy

Discussion:

The Chairperson initiated the discussion on the need to formulate a comprehensive policy for the Other Backward Classes (OBC) Cell of Sarvajani University. The members discussed the importance of ensuring equal opportunities, promoting inclusive education, and providing appropriate support to students belonging to the OBC category in accordance with applicable Government of India/State Government guidelines, UGC regulations, and University rules.

The members deliberated on the key provisions to be incorporated into the proposed policy, including the scope and applicability of the Cell, student support mechanisms, awareness initiatives, grievance redressal, coordination with relevant University departments, and periodic review of the Cell's activities.

Resolution:

It was resolved that the OBC Cell shall prepare a comprehensive policy outlining its objectives, scope, responsibilities, operational procedures, and monitoring mechanisms. The draft policy shall be placed before the competent authority for consideration and approval. The policy shall be implemented in accordance with the applicable statutory provisions, government directives, and University regulations.

Agenda No. 2: Discussion on the Objectives and Functions of the OBC Cell

Discussion:

The members discussed the primary objectives and functions of the OBC Cell to promote equity, inclusion, and a supportive academic environment for students belonging to the Other Backward Classes.

The following objectives and functions were proposed:





1. **Promoting Awareness:** To create awareness among students about applicable educational schemes, scholarships, fellowships, concessions, and other benefits available to eligible OBC students.
2. **Equal Opportunities:** To support equal access to academic and institutional opportunities and promote an inclusive learning environment.
3. **Student Guidance and Support:** To guide eligible students regarding relevant government schemes, documentation requirements, and available institutional support.
4. **Grievance Redressal:** To receive and facilitate the resolution of grievances relating to discrimination, exclusion, or difficulties faced by OBC students, in coordination with the appropriate University authorities.
5. **Coordination with Departments:** To coordinate with constituent colleges, institutes, academic sections, student welfare authorities, and other relevant departments for the effective implementation of applicable welfare measures.
6. **Monitoring and Reporting:** To maintain appropriate records of the Cell's activities, student queries, awareness programmes, and grievances, subject to confidentiality and applicable rules.
7. **Awareness Programmes:** To organize orientation sessions, counselling, workshops, and other awareness activities for the benefit of eligible students.
8. **Review of Welfare Measures:** To periodically review the effectiveness of the initiatives undertaken and recommend suitable improvements to the competent authority.

Resolution:

After deliberation, the members agreed in principle to the proposed objectives and functions of the OBC Cell. It was resolved that the Cell shall undertake appropriate activities for student awareness, guidance, welfare, and grievance facilitation, in accordance with applicable regulations and University policies. The functions shall be reviewed periodically, and necessary recommendations shall be submitted to the competent authority for further action.

Prepared By:


Dr. Amit Patel

