Proceedings of the Principal

Ref: ACET/PRL/Academic/2025-2026

Date: 25-09-2025

A committee with the following members is reconstituted to grievances of SC/ST students in the campus. Duties and Responsibilities of the committee are as per the guidelines given by the statutory bodies.

SC/ST COMMITTEE

Sl. No.	Name	Designation	Position	Mobile Number	Email ID	Residential Address
1	Dr .R. Ravindran	Principal	Chairperson	94431 69115	principal@acetcbe.edu.in	No.121, Mudhaliar Street, Loganathapuram, Sundarapuram, Coimbatore.
2	Dr. K. Sivasankari	Vice Principal	Vice Chairperson	9750911298	sivasankari@acetcbe.edu.in	No.93A, Venkatasamy Road West, R.S Puram, Coimbatore
3	Prof. Mrs. P. Soundarya	Assistant Professor / English	Member	9629104204	soundarya@acetcbe.edu.in	No:S5, ALRM Home, Balagopalapuram, Pollachi – 642 001.
4	Dr. Surya T	Assistant Professor / ECE	Member	6381742727	surya@acetcbe.edu.in	No. 2/1, North Street, Madathukulam, Tiruppur – 642 113
5	Mrs. S Keerthika	Student Counsellor	Member	7358817391	keerthikas@acetcbe.edu.in	No.13/3, Somasundarapuram Layout, Udumalai Road, Pollachi, Coimbatoreb - 642 001.
6	Mr .P. Rajendran	Office Superintendent	Member	9787839049	rajendran@acetcbe.edu.in	No:8/8, Muthusamy Servai Street, B K Pudur, Kuniyamuthur, Coimbatore – 641 008.
7	Mr. P. Rajesh Kumar	Student	Member	9940792667	22ec041@acetcbe.edu.in	54/4/1 Iyappan Nagar, Manapparaipatti, Manapparai,Trichy,-621306

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25/09/25

Cc: Submitted to The Managing Trustee & Chairman for Information
Cc: Submitted to The Director
Cc: Submitted to The Joint Director
Cc: all HoDs with a request to circulate among the members of faculty
Cc to: File

25/9/25

PRINCIPAL
Dr. R.RAVINDRAN M.Tech., Ph.D.,
PRINCIPAL
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Kinathukadavu, Coimbatore - 642 109.

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Academic Year 2025-2026

SC/ST COMMITTEE

Minutes of the Meeting

Date: 25 September 2025 **Time:** 11.00 AM – 01.00 PM **Venue:** Conference Hall

Members Present

1. Dr. R. Ravindran – Principal (Chairperson)
2. Dr. K. Sivasankari – Vice Principal (Vice Chairperson)
3. Prof. Mrs. P. Soundarya – Assistant Professor (SC/ST Committee Coordinator)
4. Dr. T. Surya – Assistant Professor (Faculty Member)
5. Mrs. S Keerthika – Student Counselor
6. Mr. P. Rajendran – Office Superintendent (Administrative Staff)
7. Mr. P. Rajesh Kumar (IV year ECE) - Student Representative (SC/ST Category)

Agenda of the Meeting

1. Review of SC/ST student strength in the institution.
2. Review of scholarship schemes and status of applications.
3. Academic performance and mentoring support for SC/ST students.
4. Awareness programs related to government schemes and career opportunities.
5. Student welfare measures including hostel, library, and financial support.
6. Addressing grievances and ensuring a discrimination-free campus environment.
7. Planning of future activities for the welfare and development of SC/ST students.

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Discussion and Deliberations

1. Review of SC/ST Student Strength

The committee reviewed the total number of students belonging to the Scheduled Caste (SC) and Scheduled Tribe (ST) categories enrolled in the institution for the academic year **2025–2026**.

The administrative office presented the student data collected from all departments.

Details of SC/ST Students:

- Total SC Students: 140
- Total ST Students: 1
- **Total SC/ST Students: 141**

The committee discussed the department-wise distribution of these students and emphasized the need for maintaining proper records of students belonging to reserved categories.

The members suggested that each department should assign a **faculty mentor** to monitor the academic progress and overall well-being of SC/ST students.

2. Scholarship and Financial Assistance

The committee reviewed the scholarship schemes available to SC/ST students provided by the Government and other welfare organizations.

The following scholarship schemes are being availed by the students:

- **Post-Matric Scholarship for SC/ST Students**
- **Adi Dravidar and Tribal Welfare Scholarship (State Government)**
- **First Graduate Scholarship Scheme**
- **Government Fee Concession Scheme**
- **Minority and Special Category Scholarships**

Scholarship Status for the Academic Year 2025–2026:

- Total Eligible Students: **141**
- Students Applied for Scholarships: **141**
- Students Approved / Received Scholarships: **141**
- Pending Applications: 0
- Students yet to apply: 0

The committee instructed the scholarship coordinator and office staff to assist students in completing their scholarship applications and ensure that all eligible students apply before the deadline.

Students were reminded to submit required documents such as:

- Community Certificate
- Income Certificate
- Aadhaar Card
- Bank Passbook
- Previous Semester Mark Sheets

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The committee also discussed conducting an **awareness session on scholarship application procedures** to help students understand the process.

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3. Academic Support and Mentoring

The committee discussed the academic performance of SC/ST students and identified the need to provide additional academic support for students facing difficulties in certain subjects.

The following measures were suggested:

- Conduct **remedial classes** for slow learners.
- Arrange **bridge courses** for first-year students to improve basic knowledge in Mathematics, Science, and Communication Skills.
- Provide **faculty mentoring** to guide students academically and personally.
- Encourage students to participate in **technical seminars, workshops, and project activities**.
- Provide **special coaching for university examinations** when required.

Faculty members were requested to monitor student attendance and internal assessment marks and provide timely support to those who require assistance.

4. Awareness Programs and Career Guidance

The committee emphasized the importance of organizing awareness programs to inform SC/ST students about government schemes and career opportunities.

The following programs were proposed:

- Awareness program on **Government Welfare Schemes for SC/ST Students**.
- Career guidance program on **higher education opportunities such as postgraduate studies, GATE, and other competitive exams**.
- Workshop on **personality development and communication skills**.
- Training programs for **entrepreneurship and skill development**.

- Interaction sessions with **industry experts and alumni**.

It was decided that at least **two awareness programs should be conducted every academic year**.

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5. Student Welfare and Support Facilities

The committee discussed various welfare measures provided to SC/ST students in the institution.

The following facilities are available:

- Access to **library resources and reference books**.
- **Hostel accommodation** for eligible students.
- **Free or subsidized educational materials** where applicable.
- **Counseling services** for students facing academic or personal issues.

Students suggested increasing the number of **reference books and competitive exam materials in the library**.

The committee agreed to recommend the purchase of additional books and study materials.

6. Prevention of Discrimination and Grievance Redressal

The committee reiterated that the institution strictly follows policies to ensure that **no discrimination based on caste, religion, or community occurs within the campus**.

Students were informed about the available grievance redressal mechanisms, including:

- SC/ST Committee
- Grievance Redressal Cell
- Anti-Ragging Committee

Students were encouraged to report any issues or concerns to the committee without hesitation.

The institution ensures a **safe, inclusive, and respectful environment for all students**.

7. Future Action Plan

After detailed discussion, the committee finalized the following action plan:

1. Ensure **100% scholarship application submission** by eligible SC/ST students.
2. Conduct **remedial classes and academic mentoring programs** regularly.
3. Organize **career guidance and awareness programs** for student development.
4. Improve **library resources and academic support materials**.
5. Conduct **periodic meetings of the SC/ST Committee** to monitor student progress.
6. Maintain proper documentation for institutional and accreditation purposes.

Conclusion

The Chairperson appreciated the active participation of committee members and emphasized the importance of supporting SC/ST students through academic guidance, financial assistance, and welfare programs.

The committee reaffirmed its commitment to ensuring equal opportunities and a supportive learning environment for all students.

The meeting concluded with a **Vote of thanks to the Chairperson**.

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