

EQUAL OPPORTUNITIES CELL (SC/ST/OBC) (EOC)

Constitution, Roles, Responsibilities and Duties

The Equal Opportunities Cell ensures equitable access, non-discrimination, and focused support for students of SC/ST/OBC and other disadvantaged groups, in accordance with UGC guidelines, facilitating scholarships, remedial support, and grievance redressal.

I. Composition of the Equal Opportunities Cell (SC/ST/OBC) (EOC)

1. **Chairperson** – Principal
2. **Convener (Member Secretary)** – Liaison Officer (Senior Faculty)
3. **Faculty Members** – including representation from SC/ST/OBC categories
4. **Administrative Officer** – Scholarships section
5. **Student Representatives** – from SC/ST/OBC categories

II. Roles & Responsibilities of the Members

a) Chairperson (Principal)

- Provide overall direction and leadership to the activities of the Equal Opportunities Cell.
- Approve the recommendations of the committee and facilitate the resources required for their implementation.
- Ensure that the committee functions in compliance with the applicable PCI, UGC, university, and accreditation (NAAC/NBA) requirements.
- Ensure institutional commitment to equity and non-discrimination.

b) Liaison Officer (Convener)

- Convene meetings, prepare the agenda, and communicate the notice through official e-mail / circular to all members well in advance.
- Record and maintain the Minutes of Meetings (MoM) and follow up on action items.
- Act as the liaison between the committee, departments, administration, and IQAC.
- Submit periodic reports, MoM, and action taken reports to IQAC.
- Facilitate government scholarships and welfare schemes and liaise with government departments.

c) Faculty & Administrative Members

- Participate actively in meetings and contribute to the deliberations and decisions of the committee.
- Execute the tasks assigned by the committee within the stipulated timelines.
- Provide the inputs, data, and feedback required for the functioning of the committee.
- Support students of disadvantaged groups academically and administratively.

d) Student Representative(s)

- Represent the perspectives, needs, and difficulties of the student community before the committee.
- Assist in communicating the committee's decisions and activities to fellow students and in mobilizing student participation.
- Communicate scheme information among eligible students and flag difficulties faced.



ADICHUNCHANAGIRI
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Sri Adichunchanagiri College of Pharmacy, B G Nagara

Date: 10.06.2026

EQUAL OPPORTUNITIES CELL (SC/ST/OBC) CIRCULAR

By the direction of the Chairperson, **Equal Opportunities Cell (SC/ST/OBC)**, a meeting is hereby convened to discuss the following agenda points. All concerned members are kindly requested to attend the meeting without fail.

Meeting Details

Date: 17.06.2026

Time: 2.30 PM

Venue: Seminar Hall

Agenda

- Review of Equal Opportunities Cell annual action plan.
- Review of committee documentation and compliance requirements.
- Discussion on accessibility and inclusive learning environment.
- Any other item with the permission of the Chair.

Who Should Attend

- Chairperson
- Coordinator
- Committee Members
- Faculty Representatives
- Student Representatives

Note:

All attendees are requested to come prepared with necessary documents or reports for discussion and verification.



Sri Adichunchanagiri College of Pharmacy, B G Nagar

EQUAL OPPORTUNITIES CELL (SC/ST/OBC)

Minutes of the Meeting (MoM)

Meeting Details

Date: 17.06.2026

Time: 2.30 PM

Venue: Seminar Hall

Agenda Discussed

- Review of Equal Opportunities Cell Annual Action Plan.
- Review of Committee Documentation and Compliance Requirements.
- Discussion on Accessibility and Inclusive Learning Environment.
- Any Other Item with the Permission of the Chair.

Minutes of the Meeting

Welcome Address: The coordinator welcomed the Chairperson, committee members, faculty representatives, and student representatives to the meeting of the Equal Opportunities Cell (SC/ST/OBC). The purpose of the meeting was to review the implementation of the committee's annual activities, evaluate institutional support systems, and plan measures to strengthen equal opportunities and inclusive education within the institution.

Opening Remarks by Chairperson: The Chairperson appreciated the continuous efforts of the committee in promoting equality, social justice, and student welfare. He emphasized the importance of maintaining proper committee documentation, ensuring compliance with institutional and regulatory guidelines, and creating an accessible and inclusive learning environment for all students, irrespective of their social background.

Agenda 1 – Review of Equal Opportunities Cell Annual Action Plan: The Coordinator presented the Annual Action Plan and reviewed the progress of activities conducted during the academic year, including scholarship guidance programmes, mentoring initiatives, orientation programmes, grievance redressal, and awareness campaigns. The committee expressed satisfaction with the implementation of the planned activities and suggested increasing student participation in future programmes through wider publicity and collaboration with other institutional committees.

Agenda 2 – Review of Committee Documentation and Compliance Requirements:

The committee reviewed the maintenance of committee records, including meeting notices, agendas, attendance registers, Minutes of Meetings, Action Taken Reports, activity reports, and supporting documents. Members discussed the importance of maintaining systematic documentation in accordance with NAAC, UGC, and institutional quality assurance requirements. The Coordinator was requested to ensure timely updating and proper archival of all committee records.

Agenda 3 – Discussion on Accessibility and Inclusive Learning Environment:

The committee discussed measures to improve accessibility and inclusiveness within the institution. Members recommended enhancing academic support services, strengthening mentoring and counselling mechanisms, promoting awareness of equal opportunity policies, and ensuring that students from SC/ST/OBC categories receive equal access to academic resources, welfare schemes, skill development programmes, and institutional facilities without discrimination.

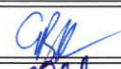
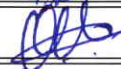
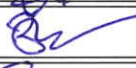
Agenda 4 – Any Other Item with the Permission of the Chair: Members proposed organizing periodic awareness sessions on constitutional values, human rights, social inclusion, and Government welfare schemes. It was also suggested to conduct regular feedback surveys to assess student satisfaction with committee initiatives and identify areas requiring further improvement. The proposals were unanimously accepted by the committee.

Vote of Thanks: The Coordinator expressed sincere gratitude to the Chairperson and all committee members for their valuable suggestions and active participation. The Chairperson appreciated the committee's dedication towards promoting equal opportunities and directed all members to continue working collaboratively to strengthen institutional support services for students. The meeting concluded with a vote of thanks.

Decisions Taken

- The Annual Action Plan of the Equal Opportunities Cell was reviewed, and its implementation was found to be satisfactory.
 - Committee documentation will be maintained systematically in accordance with NAAC, UGC, and institutional quality assurance requirements.
 - Measures to strengthen accessibility, inclusiveness, mentoring, counselling, and student support services will be implemented.
 - Awareness programmes on constitutional values, equal opportunities, social inclusion, and Government welfare schemes will be organized regularly.
 - Periodic student feedback will be collected to evaluate committee activities and improve institutional support mechanisms.
-

Absentees:

Sl. No.	Name of Members	Designation	Signature
1	Dr. B. Ramesh	Chairman	
2	Dr. T. Yunus Pasha	Convener	T. Yunus Pasha
3	Dr. Anne Gowda	Convener	
4	Dr. Mahendra Kumar Jain	Member	
5	Dr. Kiran Kumar G. B	Member	
6	Dr. Naga Prashanth	Member	
7	Dr. Prakash Kumar B	Member	
8	Mrs. Noor-ul-Eain	Member	
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2

Sri Adichunchanagiri College of Pharmacy, B G Nagara

Date: 10.12.2025

EQUAL OPPORTUNITIES CELL (SC/ST/OBC) CIRCULAR

By the direction of the Chairperson, **Equal Opportunities Cell (SC/ST/OBC)**, a meeting is hereby convened to discuss the following agenda points. All concerned members are kindly requested to attend the meeting without fail.

Meeting Details

Date: 17.12.2025

Time: 2.30 PM

Venue: Seminar Hall

Agenda

- Monitoring of grievances received from SC/ST/OBC students.
- Discussion on career guidance, competitive examination coaching, and placement support.
- Review of mentoring and counselling activities.
- Planning community outreach and social inclusion programmes.

Who Should Attend

- Chairperson
- Coordinator
- Committee Members
- Faculty Representatives
- Student Representatives

Note:

All attendees are requested to come prepared with necessary documents or reports for discussion and verification.





Sri Adichunchanagiri College of Pharmacy, B G Nagara

EQUAL OPPORTUNITIES CELL (SC/ST/OBC)

Minutes of the Meeting (MoM)

Meeting Details

- **Date:** 17.12.2025
- **Time:** 2.30 PM
- **Venue:** Seminar Hall
- **Chairperson:** Dr. Prakash Goudanavar
- **Coordinator:** Dr. T. Yunus Pasha

Agenda Discussed

- 1 Monitoring of grievances received from SC/ST/OBC students.
- 2 Discussion on career guidance, competitive examination coaching, and placement support.
- 3 Review of mentoring and counselling activities.
- 4 Planning community outreach and social inclusion programmes.

Minutes of the Meeting

Welcome Address: The Coordinator welcomed the Chairperson, committee members, faculty representatives, and student representatives to the second meeting of the Equal Opportunities Cell (SC/ST/OBC) for the academic year 2025–2026. The significance of strengthening student support services and promoting an inclusive learning environment through effective committee initiatives was emphasized.

Opening Remarks by Chairperson: The Chairperson appreciated the committee for successfully implementing scholarship awareness programmes, mentoring initiatives, and equal opportunity activities during the academic year. He encouraged the members to continue their efforts in addressing student concerns, improving academic support, and promoting social inclusion across the institution.

Agenda 1 – Monitoring of Grievances Received from SC/ST/OBC Students: The Coordinator presented the grievance report received during the semester. The committee reviewed concerns related to academics, scholarships, hostel facilities, financial assistance, and student welfare. Members discussed the actions taken to resolve each grievance and emphasized the importance of maintaining confidentiality, transparency, and timely resolution. It was resolved to strengthen the grievance monitoring mechanism through regular review meetings and improved communication with students.

Agenda 2 – Discussion on Career Guidance, Competitive Examination Coaching, and Placement Support: The committee discussed the need to enhance career development opportunities for SC/ST/OBC students. It was resolved to organize career guidance programmes, workshops on higher education opportunities, competitive examination coaching sessions, resume writing workshops, aptitude training, and placement readiness programmes in collaboration with the Training and Placement Cell. Faculty members were assigned to coordinate these activities during the next semester.

Agenda 3 – Review of Mentoring and Counselling Activities: Faculty mentors presented reports on the academic progress and well-being of their mentees. The committee reviewed the effectiveness of mentoring and counselling sessions conducted throughout the semester. It was decided to continue regular mentor–mentee interactions, provide academic counselling for slow learners, and extend psychological and career counselling support whenever required to improve student confidence and academic performance.

Agenda 4 – Planning Community Outreach and Social Inclusion Programmes: The committee discussed organizing community outreach programmes aimed at promoting social responsibility, inclusiveness, and awareness of constitutional values. It was resolved to conduct activities such as Equal Opportunity Awareness Campaigns, community engagement programmes, social justice awareness lectures, and outreach visits to encourage student participation and strengthen institutional commitment to equity and inclusion.

Any Other Matters: Members suggested introducing periodic student feedback surveys to evaluate the effectiveness of welfare initiatives, mentoring programmes, and grievance redressal services. It was also recommended to collaborate with other institutional committees for organizing interdisciplinary awareness programmes on equality, diversity, and social inclusion. The suggestions were unanimously accepted.

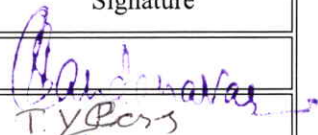
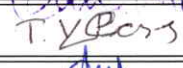
Vote of Thanks: The Coordinator expressed sincere gratitude to the Chairperson and all committee members for their valuable suggestions, active participation, and continuous support towards promoting equal opportunities and student welfare. The Chairperson appreciated the

dedication of the committee members and encouraged them to continue implementing meaningful initiatives for the benefit of students. The meeting concluded with a vote of thanks.

Decisions Taken

- The committee will continue regular monitoring and timely resolution of grievances received from SC/ST/OBC students.
- Career guidance programmes, competitive examination coaching, placement training, and higher education awareness sessions will be organized in collaboration with the Training and Placement Cell.
- Faculty mentoring and counselling activities will be strengthened through regular mentor–mentee meetings and academic progress reviews.
- Community outreach programmes and Equal Opportunity awareness activities promoting social inclusion and constitutional values will be organized during the next semester.
- Student feedback will be collected periodically to improve committee activities and enhance institutional support services.

Attendees:

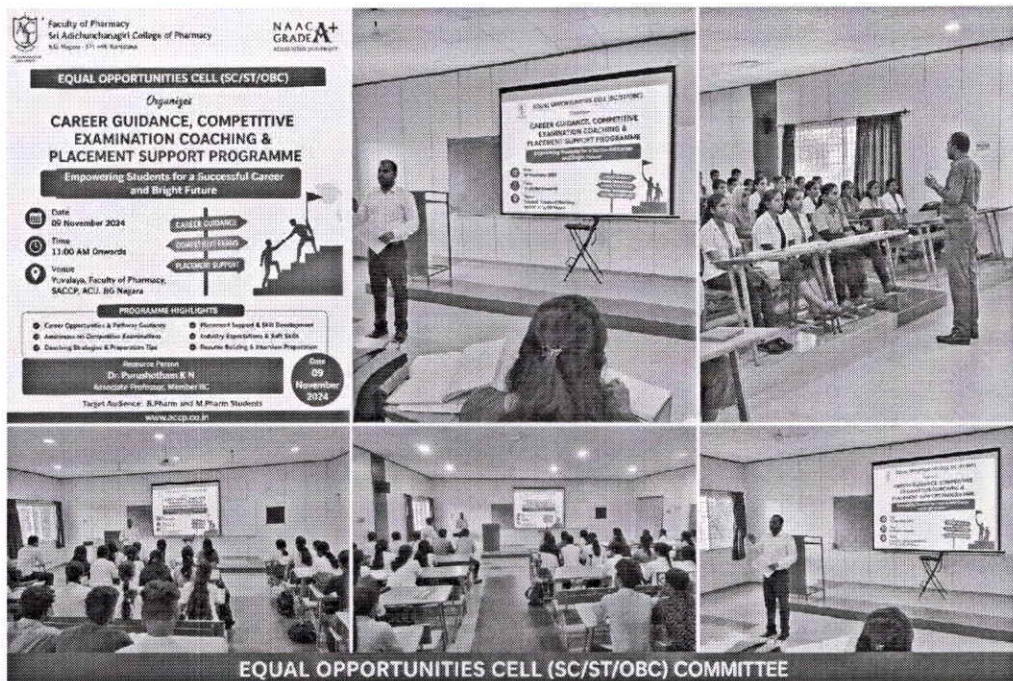
Sl. No.	Name of Members	Designation	Signature
1	Dr. Prakash Goudanavar	Chairman	
2	Dr. T. Yunus Pasha	Convener	
3	Dr. Anne Gowda	Convener	
4	Dr. Mahendra Kumar Jain	Member	
5	Dr. Kiran Kumar G. B	Member	
6	Dr. Naga Prashanth	Member	
7	Dr. Prakash Kumar B	Member	
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ADICHUNCHANAGIRI
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Faculty of Pharmacy
Sri Adichunchanagiri College of Pharmacy
B.G. Nagara - 571 418, Karnataka

2



II Jai Sri Gurudev II

Faculty of Pharmacy

Sri Adichunchanagiri College of Pharmacy

Adichunchanagiri University

Date and Time: 23.12.2025 at 11:00 AM

Venue: Seminar Hall, Sri Adichunchanagiri College of Pharmacy (SACCP)

Event Name: Career Guidance, Competitive Examination Coaching & Placement Support Programme

Theme: Empowering Students for a Successful Career and Bright Future

Organised by:

Equal Opportunities Cell (SC/ST/OBC), Faculty of Pharmacy, Sri Adichunchanagiri College of Pharmacy, Adichunchanagiri University

Objectives:

1. To provide career guidance and professional counselling for SC/ST/OBC students to support informed career planning.
2. To create awareness about competitive examinations such as GPAT, NIPER, UPSC, KPSC, SSC, Banking, and other career opportunities.
3. To motivate students to develop the knowledge, skills, and confidence required for higher education, competitive examinations, and campus placements.
4. To familiarize students with institutional mentoring, placement support, and career development initiatives offered by the college.
5. To encourage students to actively participate in skill development programmes and improve their employability.

Programme Summary:

Based on the resolutions passed during the **Equal Opportunities Cell (SC/ST/OBC) Committee Meeting held on 17th December 2025**, a **Career Guidance, Competitive Examination Coaching & Placement Support Programme** was organized on **23rd December 2025** at the **Seminar Hall** of Sri Adichunchanagiri College of Pharmacy.

The programme was conducted to guide students in planning their academic and professional careers while enhancing their awareness of higher education opportunities, competitive examinations, and campus placement prospects. The resource person emphasized the importance of setting clear career goals, developing professional competencies, and preparing strategically for competitive examinations.

During the session, students received detailed information on career pathways in the pharmaceutical sector, opportunities for postgraduate studies, GPAT and NIPER preparation strategies, government employment examinations, and placement opportunities in the pharmaceutical industry. The importance of communication skills, aptitude development, resume preparation, interview techniques, and continuous skill enhancement was also discussed.

The resource person further explained the mentoring support available through the **Equal Opportunities Cell**, highlighting career counselling, academic guidance, student welfare services, and institutional initiatives aimed at promoting equal opportunities for SC/ST/OBC

students. Students actively participated in the interactive discussion by raising questions related to career planning, higher education, scholarships, competitive examinations, and placement preparation.

The programme concluded with practical suggestions encouraging students to utilize the mentoring and placement support systems available within the institution to achieve academic excellence and successful career outcomes.

Outcomes:

1. Students gained a comprehensive understanding of various career opportunities available in the pharmaceutical and healthcare sectors.
2. Participants became aware of preparation strategies for GPAT, NIPER, UPSC, KPSC, SSC, Banking, and other competitive examinations.
3. Students understood the importance of career planning, aptitude development, communication skills, and interview preparation for successful placements.
4. The programme enhanced awareness regarding mentoring support, career counselling, and placement assistance provided by the Equal Opportunities Cell.
5. Students were motivated to pursue higher education, participate in skill development programmes, and confidently prepare for competitive examinations and employment opportunities.



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4

Sri Adichunchanagiri College of Pharmacy, B G Nagara

Date: 11.12.2024

EQUAL OPPORTUNITIES CELL (SC/ST/OBC) CIRCULAR

By the direction of the Chairperson, **Equal Opportunities Cell (SC/ST/OBC)**, a meeting is hereby convened to discuss the following agenda points. All concerned members are kindly requested to attend the meeting without fail.

Meeting Details

- **Date:** 18.12.2024
- **Time:** 2.30 PM
- **Venue:** Seminar Hall

Agenda

- Annual action plan.
- Scholarship awareness initiatives.
- Academic mentoring.
- Student grievance redressal.

Who Should Attend

- Chairperson
- Coordinator
- Committee Members
- Faculty Representatives
- Student Representatives

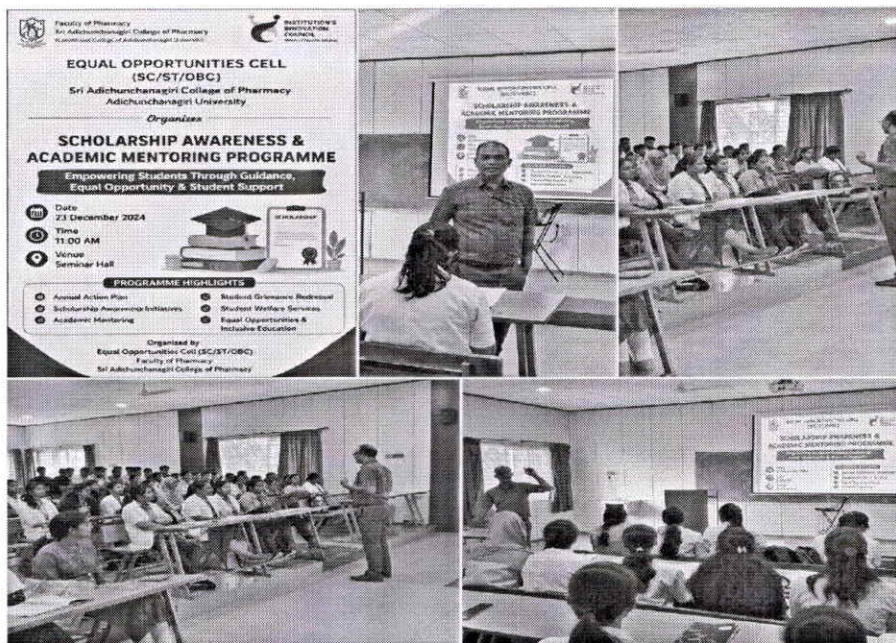
Note:

All attendees are requested to come prepared with necessary documents or reports for discussion and verification.





Faculty of Pharmacy
Sri Adichunchanagiri College of Pharmacy
B.G. Nagara - 571 448, Karnataka



॥ Jai Sri Gurudev ॥

Faculty of Pharmacy

Sri Adichunchanagiri College of Pharmacy

Adichunchanagiri University

Date and Time: 23.12.2024, at 11:00 AM

Venue: Seminar Hall, Sri Adichunchanagiri College of Pharmacy (SACCP)

Event Name: Scholarship Awareness & Academic Mentoring Programme

Theme: Empowering Students Through Equal Opportunities, Academic Guidance and Student Support

Organised by: Equal Opportunities Cell (SC/ST/OBC), Faculty of Pharmacy, Sri Adichunchanagiri College of Pharmacy, Adichunchanagiri University

Objectives:

1. To create awareness among students about government scholarship schemes and institutional financial assistance available for SC/ST/OBC students.

2. To strengthen academic mentoring and guidance for students to improve their academic performance and overall development.
3. To educate students about the role of the Equal Opportunities Cell in promoting equality, inclusion, and student welfare.
4. To create awareness regarding student grievance redressal mechanisms and support services available within the institution.
5. To encourage equal participation of students in academic, co-curricular, research, innovation, and leadership activities.

Programme Summary:

Following the recommendations made during the **Equal Opportunities Cell (SC/ST/OBC) Committee Meeting held on 18th December 2024**, the **Scholarship Awareness & Academic Mentoring Programme** was organized on **23rd December 2024** at the **Seminar Hall** of Sri Adichunchanagiri College of Pharmacy.

The programme aimed to enhance students' awareness regarding various Central and State Government scholarship schemes, institutional financial assistance, and academic mentoring initiatives available to SC/ST/OBC students. The session emphasized the importance of equal educational opportunities, inclusive learning, and continuous academic support to help students achieve their educational and professional goals.

The resource person explained the eligibility criteria, application procedures, documentation requirements, and timelines for different scholarship schemes. Students were also introduced to the college mentoring system, faculty advisory support, career guidance services, and institutional mechanisms established to address academic and personal concerns.

A detailed discussion was conducted on the **Equal Opportunities Cell**, highlighting its role in ensuring equal access to educational resources, promoting social inclusion, addressing student grievances, and fostering a discrimination-free campus environment. Students actively participated in the interactive session by seeking clarification on scholarships, mentoring, career planning, and student support services.

The programme concluded with an open discussion encouraging students to utilize the institutional support systems effectively and actively participate in academic and co-curricular activities for their holistic development.

Outcomes:

1. Students gained comprehensive knowledge about Central and State Government scholarship schemes and institutional support facilities.
2. Participants understood the academic mentoring process and the importance of faculty guidance for academic excellence.
3. Students became aware of the grievance redressal mechanism and student welfare initiatives provided by the institution.
4. The programme enhanced awareness regarding the objectives and services of the Equal Opportunities Cell (SC/ST/OBC).
5. Students were encouraged to utilize available academic, financial, and mentoring support systems while contributing to an inclusive, equitable, and student-friendly campus environment.



Sri Adichunchanagiri College of Pharmacy, B G Nagara

EQUAL OPPORTUNITIES CELL (SC/ST/OBC)

Minutes of the Meeting (MoM)

Meeting Details

- **Date:** 18.12.2024
- **Time:** 2.30 PM
- **Venue:** Seminar Hall

Agenda Discussed

1. Annual Action Plan.
2. Scholarship Awareness Initiatives.
3. Academic Mentoring.
4. Student Grievance Redressal.

Minutes of the Meeting

Welcome Address: The Coordinator warmly welcomed the Chairperson, committee members, faculty representatives, and student representatives to the second meeting of the Equal Opportunities Cell (SC/ST/OBC) for the academic year 2024–2025. The purpose of the meeting was to review the committee's progress and formulate strategies to strengthen student welfare and equal opportunity initiatives.

Opening Remarks by Chairperson: The Chairperson appreciated the committee for its dedicated efforts in organizing orientation programmes, scholarship guidance sessions, mentoring activities, and awareness programmes during the academic year. He emphasized the need to develop a comprehensive action plan for the upcoming semester while ensuring that all eligible students receive timely academic and financial support.

Agenda 1 – Annual Action Plan: The committee reviewed the activities conducted during the first semester and discussed the Annual Action Plan for the forthcoming semester. It was resolved to continue organizing equal opportunity awareness programmes, scholarship guidance

sessions, mentoring activities, career counselling programmes, constitutional rights awareness campaigns, and student interaction sessions. Responsibilities for implementing each activity were distributed among committee members.

Agenda 2 – Scholarship Awareness Initiatives: The committee reviewed the status of scholarship applications and discussed measures to improve awareness among eligible SC/ST/OBC students. It was decided to conduct regular scholarship guidance sessions, display updated notifications through departmental notice boards and digital platforms, and provide one-to-one assistance for online application procedures and document verification. Faculty mentors were instructed to ensure that no eligible student is deprived of scholarship benefits due to lack of information or documentation.

Agenda 3 – Academic Mentoring: Faculty mentors presented reports on the academic performance and progress of students under their mentorship. The committee discussed strengthening the mentoring system through periodic mentor-mentee meetings, remedial coaching, academic counselling, career guidance, and continuous monitoring of academically weaker students. Members unanimously agreed to enhance faculty engagement in mentoring activities to improve student success and retention.

Agenda 4 – Student Grievance Redressal: The Coordinator presented the grievance report received during the semester. The committee reviewed grievances related to academics, scholarships, hostel facilities, financial assistance, and student welfare. Members discussed the corrective actions taken and resolved to strengthen the grievance redressal mechanism by ensuring timely, transparent, confidential, and student-friendly resolution of all complaints. Students were encouraged to report grievances without hesitation through the institutional grievance redressal system.

Any Other Matters: Members proposed organizing awareness programmes on constitutional values, anti-discrimination policies, gender equality, social inclusion, and Government welfare schemes during the next semester. It was also suggested to collect structured student feedback to evaluate the effectiveness of committee activities and identify areas requiring improvement. The suggestions were unanimously approved by the committee.

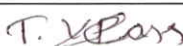
Vote of Thanks: The Coordinator expressed sincere gratitude to the Chairperson and all committee members for their valuable suggestions, active participation, and continued commitment towards promoting equal opportunities and student welfare. The Chairperson appreciated the collective efforts of the committee and encouraged members to continue working

towards creating an inclusive, equitable, and supportive educational environment. The meeting concluded with a vote of thanks.

Decisions Taken

- The **Annual Action Plan** for the forthcoming semester was approved.
- Regular **Scholarship Awareness Initiatives** and application assistance programmes will be organized for eligible SC/ST/OBC students.
- The **Faculty Mentoring System** will be strengthened through periodic mentor–mentee meetings, academic counselling, and remedial coaching.
- The **Student Grievance Redressal Mechanism** will be reviewed periodically to ensure timely, transparent, and confidential resolution of grievances.
- Awareness programmes promoting **equal opportunities, constitutional rights, social inclusion, and student welfare** will be conducted throughout the academic year.

Attendees:

Sl. No.	Name of Members	Designation	Signature
1	Dr. Bharathi D.R	Chairman	
2	Dr. T. Yunus Pasha	Convener	
3	Dr. Anne Gowda	Convener	
4	Dr. Mahendra Kumar Jain	Member	
5	Dr. Kiran Kumar G. B	Member	
6	Dr. Naga Prashanth	Member	
7	Dr. Prakash Kumar B	Member	
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