

**SHADAN WOMEN'S COLLEGE OF ENGINEERING AND TECHNOLOGY**  
**KHAIRATABAD, HYDERABAD – 500004 TELENGANA**

**MINORITY CELL**

**Objectives**

- To ensure provisions for an environment where all such students feel safe and secure.
- To facilitate financial support to students from minority communities from governmental agencies and other sources.
- To be aware of the minority students regarding various scholarships program of state and central Government.
- To ensure protection and reservation as provided in the constitution of India.
- To encourage enrolling in career orientation programs that would empower and equip them with the necessary skills to choose career options.

**Roles and Responsibilities**

- To function as a Grievances Redressal Cell for the grievances of minority students to render them necessary help in solving academic as well as administrative problems.
- To arrange special opportunities to enhance the career growth of these students.
- To conduct the programme for disseminating the scholarship schemes provided by governmental agencies and other sources.

**Members of Minority Cell**

S.No	Name	Designation	Position
1	Dr. K. Palani	Principal	Chairman
2	Ms. Shahanaz Begum	Assistant Professor, CSE	Convenor
3	Ms. Ch. Sumalatha	Assistant Professor, ECE	Member
4	Mr. A. Prashanth	Assistant Professor, EEE	Member
5	Ms. Megha	Assistant Professor, MBA	Member
6	Ms. Likhita	III yr CSE Student	Member
7	Ms. Sreeja	III yr ECE Student	Member



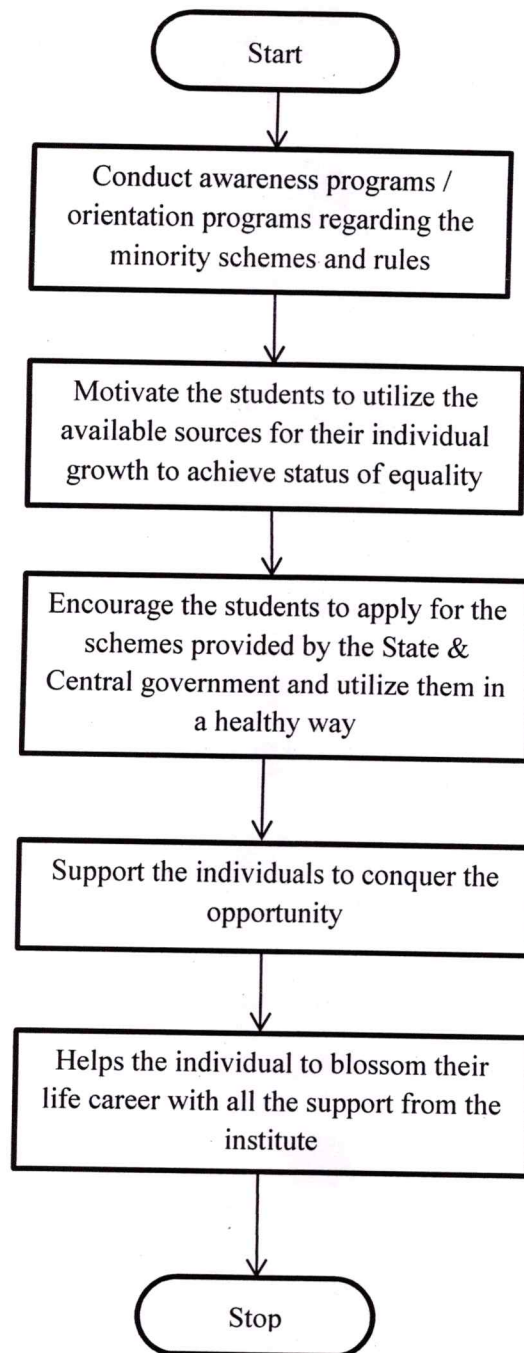
*[Handwritten Signature]*  
Principal

**PRINCIPAL**  
**Shadan Women's College of**  
**Engineering & Technology**  
**Khairatabad, Hyderabad - 4.**  
**T.S. India**

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KHAIRATABAD, HYDERABAD – 500004 TELENGANA

MINORITY CELL

SOP



  
Convenor

**SHADAN WOMEN'S COLLEGE OF ENGINEERING AND TECHNOLOGY  
KHAIRATABAD, HYDERABAD – 500004 TELENGANA**

03/07/2021

**CIRCULAR**

All the Minority Cell members are requested to attend the meeting at the Board room, at 11:00 AM on 09/07/2021 to discuss the following points for the academic year 2021-2022.

1. Awareness Program - Programs available for the community welfare schemes and rules.
2. Suggestions for the students and faculty members to overcome the problems faced by them.
3. Provide career guidance for the students based on their category.
4. Utilization of government schemes.
5. Reservations available for the community in various sectors.
6. Assurance – To the minority students and staff for continuous support.

  
Convenor

Copy to

1. Principal Office
2. Minority Cell

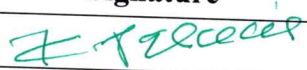

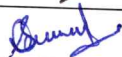
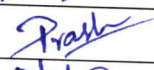
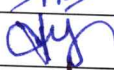
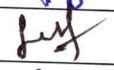

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**MINORITY CELL**

**MINUTES OF THE MEETING**

Minutes of the meeting of minority cell with all the committee members on 09/07/2021 at 11:00 AM in the Board room, SWCET.

The following members were present

S.No	Name of the Faculty	Designation	Signature
1	Dr. K. Palani	Chairman	
2	Ms. Shahnaz Begum	Convenor	
3	Ms. Ch. Sumalatha	Member	
4	Mr. A. Prashanth	Member	
5	Ms. Megha	Member	
6	Ms. Likhita	Member	
7	Ms. Sreeja	Member	

Points Discussed

1. Awareness Program - Programs available for the community welfare schemes and rules.
2. Suggestions for the students and faculty members to overcome the problems faced by them.
3. Provide career guidance for the students based on their category.
4. Utilization of government schemes.
5. Reservations available for the community in various sectors.
6. Assurance – To the minority students and staff for continuous support.

  
Convenor



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**ACTION TAKEN**

<b>S.No</b>	<b>Action Points</b>	<b>Points Discussed</b>	<b>Action Taken</b>	<b>Status</b>
1	<ul style="list-style-type: none"><li>• Awareness Programs</li><li>• Motivate the Students</li><li>• Career Guidance</li><li>• Reservation in various sectors</li></ul>	<ul style="list-style-type: none"><li>• Conduct Awareness Programs</li><li>• Motivate the students to utilize the sources</li><li>• Provide the career guidance for the students</li></ul>	We motivated the students to utilize the resources successfully	Implemented Successfully

  
Convenor