

Ref: APC/Minority Committee/2020 – 21/SOP

MINORITY COMMITTEE

STANDARD OPERATING PROCEDURE (SOP)

- ❖ The Committee is committed to help minority students through counselling, personality development, development of communication skill, remedial coaching, tutorial classes, and preparatory classes for professional and employment purposes, etc.
- ❖ The Cell is actively engaged in coordinating and resolves the problems and other measures with a view to see that the education system succeeds in bringing to a level quantitative.
- ❖ Remedial Coaching is to be organized with a view to
 - a) Improving academic skills of the students in various subjects.
 - b) Raising their level of comprehension of basic subjects to provide a stronger foundation for further academic works.
 - c) Also well support the Staff and Students to achieve their goals.

CO – ORDINATOR



PRINCIPAL
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Aditya Pharmacy College
SURAMPALEM-533 437

ADITYA

PHARMACY COLLEGE

Approved by AICTE & PCI – NEW DELHI, Affiliated to JNTU KAKINADA
(Formerly known as Aditya Institute of Pharmaceutical Sciences & Research)

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Ref: APC/MC/2020-21/CO

Date: 21-12-2020

MINORITY COMMITTEE - CONVENING ORDER

ACADEMIC YEAR -2020-21

As per the guidelines of JNTU K, APSCHE, AICTE the principal of the college who is chairman to the Minority & Readressal committee has constituted the following members for the academic year **2020-21**. The committee members need to take charge immediately and requested to prepare an action plan.

S. No	Name of the Committee Members	Designation	Position
1	Dr. V. Ravi Sankar	Principal	Chairman
2	Mr. Shiak Rafi	Asst. Professor	Convener
3	Ms. D. Satya Sowjanya	Asst. Professor	Member
4	Ms. K. Gowtami	Asst. Professor	Member
5	MD Saiful Islam	Student	Member
6	Elnour Ali Yagoub Ali	Student	Member
7	Mohand Ibrahim Mohamed Hamdon	Student	Member

Copy to:

- 1) All Members of the Committee
- 2) IQAC




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Ref: APC/Minority Committee/2020 – 21/Circular

MINORITY COMMITTEE

Date: 19/02/2021

CIRCULAR

All the committee members are here by informed that the meeting of the Minority Committee will be held on **23/02/2021 at 2:30 PM** in Principal's sir chamber. So, all the members are requested to attend the meeting without fail.

AGENDA:

- 1) To review the committee about the previous academic year.
- 2) To discuss on the action sensitization plan.
- 3) To design the action sensitization plan.
- 4) To collect all the information regarding any complaints and counteraction taken against it.


MINORITY COMMITTEE CO-ORDINATOR



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Copy to:

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- 2) IQAC



Ref: APC/Minority Committee/2020 – 21/MOM

Date: 25/02/2021

MINORITY COMMITTEE ACEDAMIC YEAR – 2020 - 2021

MINUTES OF MEETING

DATE OF MEETING: 23/02/2021

TIME: 2:30 PM to 3:30 PM

VENUE: Principal's Chamber & Seminar Hall.

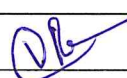


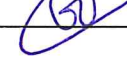
RESOLUTIONS TAKEN:

Chairman has addressed all the members gathered at Principal chamber on 23/02/2021 at 2:30 PM regarding the newly constituted members for Minority Committee.

The Convener had delivered about the following objectives

- 1) To Review the Committee about the Previous Academic Year.
- 2) Action Plan for 2020 – 2021 Academic Year.
- 3) To discuss on the Action Sensitization Plan.
- 4) To design the Action Sensitization Plan.
- 5) To collect all the information regarding any complaints and counteraction taken against it.

The following members had attended the meeting.

S. No	Name of the Committee Members	Position	Signature
1	Dr. V. Ravi Sankar	Chairman	
2	Mr. Shiak Rafi	Convener	
3	Ms. D. Satya Sowjanya	Member	
4	Ms. K. Gowtami	Member	

Co – Ordinator




Principal

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MINORITY COMMITTEE (MC)

The following points as per the agenda are discussed.

Agenda 1: To review the committee about the previous academic year.

- The copies of the Minority Committee meeting held on **23-02-2021** were circulated to the members for their comments. As there were no comments it was declared that the minutes were confirmed.

Agenda 2: To discuss on the action sensitization plan.

- The convener presented the action sensitization plan report on the previous meeting held on **19-09-2019**.

Agenda 3: To design the action sensitization plan.

- Members advised to design the action sensitization plan for coming academic year.

Agenda 4: To collect all the information regarding any complaints and counteraction taken against it.

- The chairman advised to collect all the information regarding any complaints and counteractions taken against the complaints.
- It is resolved to conduct various programmes on Minority discrimination.
- The members of the committee resolved that all necessary information regarding the action sensitization plan and conducting ways be analysed by the convener.


Co-ordinator


Principal

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