

Ref: APC/Minority Committee/2021 – 22/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

PRINCIPAL
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/2021-22/CO

Date: 21-12-2021

MINORITY COMMITTEE - CONVENING ORDER

ACADEMIC YEAR -2021-22

As per the guidelines of JNTU K, APSCHE, AICTE the principal of the college who is chairman to the Minority Committee has constituted the following members for the academic year 2021-22.

S. No	Name of the Committee Members	Designation	Position
1	Dr. D. Sathis Kumar	Principal	Chairman
2	Mr. Shiak Rafi	Asst. Professor	Convener
3	Ms. P. Pushpa	Asst. Professor	Member
4	Mr. Ch. Venkata Apparao	Asst. Professor	Member
5	Ms. L. Parinaya Sri	Asst. Professor	Member
6	Md Asif	Student	Member
7	Mohammad Abdul Rahim	Student	Member
8	Mohammed Yusuf	Student	Member

Copy to:

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



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Ref: APC/Minority Committee/2021 – 22/Circular

MINORITY COMMITTEE

Date: 23/12/2021

CIRCULAR

All the committee members are here by informed that the meeting of the Minority Committee will be held on **24/12/2021 at 3:30 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.


CO-ORDINATOR

Copy to:

- 1) All Members of the Committee
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Ref: APC/Minority Committee/2021 – 22/MOM

Date: 26/12/2021

MINORITY COMMITTEE ACEDAMIC YEAR – 2021 - 2022

MINUTES OF MEETING

DATE OF MEETING: 24/12/2021

TIME: 3:30 PM to 4:00 PM

VENUE: Principal's Chamber & Seminar Hall.



RESOLUTIONS TAKEN:

Chairman has addressed all the members gathered at Principal chamber on 10/02/2022 at 3:30 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 2021 – 2022 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	Signatures
1	Dr. D. Sathis Kumar	Chairman	
2	Mr. Shiak Rafi	Convener	
3	Ms. P. Pushpa	Member	
4	Mr. Ch. Venkata Apparao	Member	
5	Ms. L. Parinaya Sri	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 **24-12-2021** 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 **19-09-2020**.

Agenda 3: To design the Action Sensitization Plan.

- Members advised to design the Action Sensitization Plan for this 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

Copy to:

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

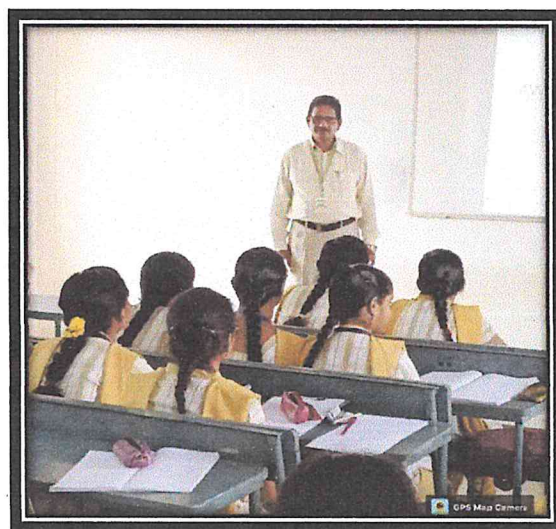
Principal
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Yearly Photo Gallery

Awareness Program on “Higher Education” on 20/01/2022 for III & IV B. Pharm students by Mr. K. BASIVIREDDY, PRINCIPAL, LAKSHYA SCHOOL.



Awareness Program on “Higher Education” on 20/01/2022 for III & IV B. Pharm students by Mr. K. BASIVIREDDY, PRINCIPAL, LAKSHYA SCHOOL.



Principal

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Ref: APC/MC/2021-22/AR

Dt: 29-04-2022

ANNUAL REPORT OF MINORITY COMMITTEE **ACTIVITIES FOR A.Y-2021-22**

The Convener gathered all the members and appreciated every constituted member who worked hard with their efforts for smooth function of Minority Committee for the year 2021-2022.

The convener presented the annual report about the activities (Pending & Solved) for the Academic year 2021-22.

Annual Report of Minority Committee Activities for A.Y-2021-22

S. No	Particulars	Status
1	Number of Complaints received about Minority Issues	0
2	Number of Complaints disposed off during the Year	0
3	Number of Cases in Pending	0
4	Number of Events/Awareness Programmes organized to create Awareness	1

Meeting has concluded that there were no Major /Minor Minority cases were reported for the A.Y-2021-22.

Co-ordinator

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