



Smt. Fatimabai M.S. Educational Trust's
MUMBRA COLLEGE OF ARTS & COMMERCE (NIGHT)
(Affiliated to University of Mumbai)

College Code: 557

C/o. St. John'S Convent High School
Near Railway Station, Mumbra,
(Thane)-400612
Tel no:- +91-8591655745

Office Order

As per the Guidelines of NAAC "SC/ST Committee" has been constituted for the Academic Year 2018-19 for planning and monitoring of overall academic operations, activities, procedures, functioning and maintaining all relevant documents and files in association with various committee/coordinators of the department.

Sr. No.	Members	Designation	Mobile No.	Email.Id	Sign
1.	Tushar Chavan	Convener	9773828320	tusharschavang@gmail.com	
2.	Akshay Singh	Member	8779869962	akshaysingh526@gmail.com	
3.	Sadhana Chhattani	Member	8850638737	sadhana.chhattani@gmail.com	
4.	Vinayak Chakravarti	Member	8369260060	Vinayak.chakravarti@gmail.com	
5.	Ganesh Maske	Member	9987189655	maskeganesh62@gmail.com	

The committee should conduct meetings as per requirements and records be maintained accordingly. The entire concerned are requested to take note and act accordingly.

CC:-

- 1.All the concerned
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PRINCIPAL

Principal
Mumbra College of Arts & Commerce
(Night) Mumbra.



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Near Railway Station, Mumbra,
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Tel no:- +91-8591655745

Date: 24.07.2018

NOTICE FOR SC/ST COMMITTEE MEETING FOR A.Y. 2018-2019

The First meeting of the SC/ST Committee will be held on **26.07.2018** (Saturday) at 8.15 pm in the staff Room of the college.

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Tushar Chavan	Convener	
2	Akshay Singh	Member	
3	Sadhana Chhattlani	Member	
4	Vinayak Chakravarti	Member	
5	Ganesh Maske	Member	





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Agenda

1. Informing the concerned students about the SC/ST Scholarship Policies offered by the Govt. of India.
2. Submission of scholarship forms of all the eligible students with proper Documentation
3. Grievances of students facing difficulty in obtaining documentation for scholarships.
4. Review of the amounts received against the pending bills.
5. Any other matter with the permission of the chair.

Resolutions

1. SC/ST Committee shall organize informative sessions, workshops, and distribute relevant literature to disseminate information about SC/ST Scholarship Policies among the concerned students.
2. It is resolved that the SC/ST Committee shall assist eligible students in completing and submitting scholarship forms, ensuring all necessary documentation is provided accurately and promptly.
3. SC/ST Committee shall establish a dedicated support system to assist students encountering difficulties in acquiring necessary documentation, providing guidance and resources as needed.
4. It is resolved that the SC/ST Committee shall conduct periodic reviews to ensure that the amounts received are appropriately allocated against pending bills, maintaining meticulous records for reference and audit purposes.





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5. SC/ST Committee may discuss and address any other pertinent matters with the permission of the Chair, ensuring comprehensive support and advocacy for SC/ST students within the college community.

Vote of thanks

Convener thanks to everyone who attended the meeting and assign the roles and responsibilities of every entity involved in accreditation process.



Chavart.

Convener- SC/ST Committee



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NOTICE FOR SC/ST COMMITTEE MEETING FOR A.Y. 2018-2019

The Second meeting of the SC/ST Committee will be held on **04.01.2019** (Friday) at 7.30 pm in the staff Room of the college.

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Tushar Chavan	Convener	<i>T. Chavan</i>
2.	Akshay Singh	Member	<i>A</i>
3.	Sadhana Chhattlani	Member	<i>Sadhana</i>
4.	Vinayak Chakravarti	Member	<i>V. Chakravarti</i>
5.	Ganesh Maske	Member	<i>Ganesh</i>





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Agenda

1. To discuss the aims and objectives of the SC/ST Cell.
2. Review of the scholarship amounts received in the AY 2018-2019 and steps taken for follow-up of pending amounts.
3. Informing the eligible students about the Scholarship details
4. Filling of scholarship forms of eligible students on the scholarship portal
5. Grievances of students facing difficulty in obtaining documentation for scholarships.
6. Reimbursement of the scholarship received to the respective student.
7. Any other matter with the permission of the chair.

Resolutions

1. The SC/ST Cell in our degree college plays a pivotal role in ensuring equity and inclusivity among students belonging to marginalized communities. It aims to create an environment conducive to the holistic development of SC/ST students by addressing their specific needs and concerns. The objectives include promoting access to education, providing support services, facilitating scholarships and financial assistance, and fostering a culture of social awareness and sensitivity within the college community.
2. It was decided to conduct a thorough review of the scholarship amounts received by SC/ST students in the academic year 2018-2019. Any pending amounts will be followed up with the relevant authorities to expedite the disbursement process. Additionally, it will establish a systematic mechanism for tracking and monitoring scholarship payments to prevent delays in the future.





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3. To ensure maximum participation, it is essential to inform all eligible SC/ST students about available scholarships, including eligibility criteria, application procedures, and deadlines.
4. The SC/ST Cell will provide necessary assistance and support to eligible students in filling out scholarship forms on the designated portal. Guidance will be offered regarding document submission and verification to ensure accuracy and completeness of applications.
5. The SC/ST Cell will establish a dedicated helpline or grievance redressal mechanism to assist students facing difficulty in obtaining documentation for scholarships. Liaison with concerned authorities and provision of alternative solutions will be explored to ensure that no student is disadvantaged due to documentation issues.
6. Timely reimbursement of scholarships to eligible students is crucial in alleviating financial burdens and promoting academic continuity.
7. The Chair grants permission for attendees to raise any other matters pertinent to the SC/ST Cell, and appropriate action will be taken accordingly.

Vote of Thanks

Convener thanks to everyone who attended the meeting and assign the roles and responsibilities of every entity involved in accreditation process.



Convener- SC/ST Committee



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Sr. No.	Members	Designation	Mobile No.	Email.Id	Sign
1.	Tushar Chavan	Convener	9773828320	tushar.chavan9@gmail.com	
2.	Akshay Singh	Member	8779868962	akshay.singh5226@gmail.com	
3.	Sadhana Chhattani	Member	8850688737	sadhana.chhattani@gmail.com	
4.	Vinayak Chakravarti	Member	8369264010	Vinayak.Chakravarti@gmail.com	
5.	Ganesh Maske	Member	9987189655	maskeganesh62@gmail.com	

The committee should conduct meetings as per requirements and records be maintained accordingly. The entire concerned are requested to take note and act accordingly.

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Date: **01.07.2019**

NOTICE FOR SC/ST COMMITTEE MEETING FOR A.Y. 2019-2020

The First meeting of the SC/ST Committee will be held on **04.07.2019** (Thursday) at 8.00 pm in the college staff room.

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Tushar Chavan	Convener	<i>Tchavans</i>
2	Akshay Singh	Member	<i>A</i>
3	Sadhana Chhattlani	Member	<i>Sadhana</i>
4	Vinayak Chakravarti	Member	<i>Vinayak</i>
5	Ganesh Maske	Member	<i>Ganesh</i>





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Agenda

1. To put forth the aims and objectives of this committee
2. To discuss about various scholarship given to the students
3. To arrange the entrepreneurship development programme for the SC / ST Students
4. Any other matter with the permission of the chair.

Resolutions

1. The committee shall actively put forth and articulate its aims and objectives to the college community, ensuring transparency and alignment of efforts towards the advancement of SC/ST students' educational opportunities.
2. The committee shall convene discussions to review and evaluate various scholarships available to SC/ST students, identifying any gaps or areas for improvement. Furthermore, the committee will explore avenues to expand scholarship opportunities and streamline application processes to maximize accessibility for eligible students.
3. The committee shall take proactive steps to organize and execute entrepreneurship development programs tailored specifically for SC/ST students. These programs will encompass training, mentorship, and resource allocation aimed at fostering entrepreneurial skills, fostering innovation, and facilitating economic self-sufficiency among SC/ST students.
4. The committee shall periodically review and revise its strategies and action plans in response to changing circumstances and feedback received from stakeholders, ensuring the ongoing relevance and effectiveness of its efforts.





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Vote of Thanks

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J. Praveen
Convener- SC/ST Committee



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NOTICE FOR SC/ST COMMITTEE MEETING FOR A.Y. 2019-2020

The Second meeting of the SC/ST Committee will be held on **18.02.2020** (Tuesday) at 6.30 pm in the college staff room.

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Tushar Chavan	Convener	<i>Tchavane</i>
2	Akshay Singh	Member	<i>A</i>
3	Sadhana Chhattlani	Member	<i>Sadhana</i>
4	Vinayak Chakravarti	Member	<i>Vinayak</i>
5	Ganesh Maske	Member	<i>Ganesh</i>





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Agenda

1. To know the status of the scholarship for the SC/ST students
2. To prepare list of newly admitted SC/ST students and verify for scholarships.
3. To discuss about scholarship still not received by few students.

Resolutions

1. The committee shall undertake a comprehensive inquiry into the status of scholarships designated for SC/ST students, collaborating closely with the college administration, scholarship providers, and relevant agencies. This inquiry aims to ascertain the status of scholarship disbursement, identify any bottlenecks or challenges, and expedite the resolution of pending issues.
2. The committee shall compile a list of newly admitted SC/ST students and verify their eligibility for scholarships according to established criteria. Additionally, the committee shall provide necessary guidance and support to these students in navigating the scholarship application process, ensuring that they receive timely assistance in accessing available financial aid.
3. The committee shall convene discussions to address any instances where SC/ST students have not yet received their entitled scholarships. These discussions will encompass identifying the root causes of delays, liaising with relevant authorities to expedite the resolution of pending issues, and providing individualized support to affected students to mitigate any adverse impacts on their academic pursuits.





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T. Chavhan
Convener- SC/ST Committee



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Sr. No.	Members	Designation	Mobile No.	Email.Id	Sign
1.	Tushar Chavan	Convener	9773828320	tusharschavan9@gmail.com	Tchavan
2.	Akshay Singh	Member	8779869962	akshay.singh.5226@gmail.com	A
3.	Sadhana Chhattlani	Member	8850688757	sadhana.chhattlani@gmail.com	Sadhana
4.	Vinayak Chakravarti	Member	8369260610	Vinayak.Chakravarti@gmail.com	Vinayak

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S. D. Lokhande
PRINCIPAL

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1. All the concerned
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Date: 18.08.2020

NOTICE FOR SC/ST COMMITTEE MEETING FOR A.Y. 2020-2021

The First meeting of the SC/ST Committee will be held on **20.08.2020** (Thursday) at 7.00 pm (Online).

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Tushar Chavan	Convener	
2	Akshay Singh	Member	
3	Sadhana Chhattlani	Member	
4	Vinayak Chakravarti	Member	





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Agenda

1. Review of Enrolment and Retention Rates
2. Mentorship and Counselling Services:
3. Access to Resources
4. Cultural and Diversity Awareness Programs
5. Career Guidance and Placement Assistance

Resolutions

1. The SC and ST Committee recognizes the importance of equitable access to education and the need to address any disparities in enrolment and retention rates among SC and ST students. To address this, the committee proposes the implementation of a comprehensive data collection and analysis system to monitor enrolment and retention rates specifically for SC and ST students. This system will enable the identification of barriers to enrolment and retention, allowing for targeted interventions and support mechanisms to be implemented.
2. Recognizing the importance of providing holistic support to SC and ST students, the committee proposes the establishment of a mentorship and counselling program tailored to their specific needs. This program will pair SC and ST students with faculty members or senior students who can provide guidance, support, and mentorship throughout their academic journey. Additionally, the committee will work towards enhancing counselling services by hiring counsellors trained in addressing the unique challenges faced by SC and ST students. Regular workshops and training sessions will be organized to equip mentors and counsellors with the necessary skills and knowledge. Furthermore, the committee will collaborate with external organizations and experts to supplement counselling services and ensure comprehensive support for SC and ST students.





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3. To address the issue of equitable access to resources, the committee proposes a multifaceted approach aimed at ensuring SC and ST students have access to essential academic resources. This includes establishing a dedicated resource centre equipped with textbooks, study materials, and technology accessible to all students, with a focus on meeting the specific needs of SC and ST students. Additionally, the committee will advocate for the implementation of policies to provide financial assistance for purchasing textbooks and other academic resources.
4. Recognizing the importance of fostering a culture of inclusivity and celebrating diversity, the committee proposes the implementation of a series of cultural and diversity awareness programs targeted towards raising awareness and promoting understanding among students, faculty, and staff. These programs will include workshops, seminars, cultural festivals, and guest lectures highlighting the rich cultural heritage and contributions of SC and ST communities. Additionally, efforts will be made to incorporate diverse perspectives into the curriculum and promote intercultural dialogue and exchange.
5. Recognizing the importance of facilitating smooth transitions from education to employment, the committee proposes the development and implementation of a comprehensive career guidance and placement assistance program specifically tailored to the needs of SC and ST students. This program will provide career counselling, skill development workshops, internship opportunities, and networking events aimed at enhancing the employability and career prospects of SC and ST students. Additionally, the committee will collaborate with industry partners, alumni networks, and placement agencies to create internship and job opportunities targeted towards SC and ST students.

Vote of Thanks

Convener thanks to everyone who attended the meeting and assign the roles and responsibilities of every entity involved in accreditation process.



Convener- SC/ST Committee



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NOTICE FOR SC/ST COMMITTEE MEETING FOR A.Y. 2020-2021

The Second meeting of the SC/ST Committee will be held on **16.01.2021 (Saturday)** at 8.10 pm (Online).

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Tushar Chavan	Convener	
2.	Akshay Singh	Member	
3.	Sadhana Chhattlani	Member	
4.	Vinayak Chakravarti	Member	





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Agenda

1. Review of Current Policies
2. Student Welfare Programs
3. Access to Education
4. Career Guidance and Placement
5. Cultural Sensitivity and Awareness

Resolutions

1. The current student welfare programs implemented by the SC & ST committee have shown some positive outcomes in terms of providing support to students from marginalized backgrounds. However, there is room for improvement in terms of the effectiveness and inclusivity of these programs. It's essential to assess the impact of these programs on students' overall well-being and academic success and make necessary adjustments based on feedback and evaluation.
2. The committee's efforts to ensure equal access to education for SC & ST students are commendable. However, there may still be barriers hindering full access, such as financial constraints, lack of awareness about available opportunities, and social stigmas. It's crucial to continue addressing these barriers through targeted outreach programs, scholarships, mentorship initiatives, and partnerships with community organizations.
3. While the committee may have some initiatives in place for career guidance and placement support, there is a need to enhance these efforts further. Providing comprehensive career counselling, skill development workshops, internships, and networking opportunities can empower SC & ST students to make informed career choices and successfully transition into the workforce. Strengthening collaborations with industry partners and alumni networks can also improve job placement outcomes.





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4. Promoting cultural sensitivity and awareness is vital for fostering an inclusive and respectful campus environment. The committee should continue organizing events, workshops, and awareness campaigns that celebrate diversity, raise awareness about social issues affecting marginalized communities, and promote intercultural understanding. Additionally, incorporating diversity and inclusion training into the curriculum for students and faculty can help cultivate a more inclusive campus culture.

Vote of Thanks

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[Signature]
Convener- SC/ST Committee



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Sr. No.	Members	Designation	Mobile No.	Email.Id	Sign
1.	Tushar Chavan	Convener	9773828320	tusharschavan9@gmail.com	
2.	Akshay Singh	Member	8779869962	akshaysingh5226@gmail.com	
3.	Sadhana Chhattani	Member	8850688737	sadhana.chhattani@gmail.com	
4.	Vinayak Chakravarti	Member	8369264010	Vinayak.Chakravarti@gmail.com	

The committee should conduct meetings as per requirements and records be maintained accordingly. The entire concerned are requested to take note and act accordingly.

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Date: 02.09.2021

NOTICE FOR SC/ST COMMITTEE MEETING FOR A.Y. 2021-2022

The First meeting of the SC/ST Committee will be held on **04.09.2021** (Saturday) at 6.00 (Online).

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Tushar Chavan	Convener	
2	Akshay Singh	Member	
3	Sadhana Chhattlani	Member	
4	Vinayak Chakravarti	Member	





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Agenda

1. Approval of Previous Meeting Minutes
2. Review of Policies and Guidelines
3. Outreach and Awareness Programs
4. Collaboration with External Organizations

Resolutions

1. The committee unanimously approves the minutes of the previous meeting as presented. Any corrections or amendments will be noted and incorporated into the official record.
2. The committee agrees to review all existing college policies and guidelines related to SC/ST students within the next month. A subcommittee will be formed to conduct a comprehensive review and recommend any necessary updates or revisions to ensure inclusivity and compliance with national/state regulations.
3. The committee resolves to organize quarterly outreach and awareness programs aimed at promoting inclusivity and understanding among the college community. The programs will include workshops, seminars, and cultural events focused on addressing issues faced by SC/ST students and fostering a supportive environment.
4. The committee acknowledges the importance of collaborating with external organizations working for the welfare of SC/ST communities. A subcommittee will be tasked with identifying potential partners and initiating discussions for collaboration on initiatives such as scholarship programs, skill development workshops, and community outreach projects. Progress updates will be provided in the subsequent meetings.





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T. Chavhan
Convener- SC/ST Committee



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NOTICE FOR SC/ST COMMITTEE MEETING FOR A.Y. 2021-2022

The Second meeting of the SC/ST Committee will be held on **05.02.2022** (Saturday) at 7.15 pm in the staff Room of the college.

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Tushar Chavan	Convener	
2.	Akshay Singh	Member	
3.	Sadhana Chhattlani	Member	
4.	Vinayak Chakravarti	Member	





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Agenda

1. Review and Approval of Previous Meeting Minutes
2. Report from the Chairperson
3. Reports from Subcommittees
4. Review of Student Support Services

Resolutions

1. The minutes of the previous meeting, as presented, are hereby approved.
2. The reports from the Chairperson, highlighting recent activities and engagements related to SC/ST welfare, is acknowledged, and appreciated. The committee encourages continued efforts in this regard.
3. The reports from subcommittees, detailing specific initiatives and projects aimed at supporting SC/ST students, are reviewed, and endorsed. The committee commends the subcommittees for their dedication and recommends further collaboration to maximize impact.
4. The student support services available to SC/ST students within the college are to be comprehensively reviewed and evaluated. Any gaps or deficiencies in existing services shall be identified, and appropriate measures shall be taken to enhance support mechanisms.





Smt. Fatimabai M.S. Educational Trust's
MUMBRA COLLEGE OF ARTS & COMMERCE (NIGHT)
(Affiliated to University of Mumbai)

College Code: 557

C/o. St. John'S Convent High School
Near Railway Station, Mumbra,
(Thane)-400612
Tel no:- +91-8591655745

Vote of Thanks

Convener thanks to everyone who attended the meeting and assign the roles and responsibilities of every entity involved in accreditation process.



T. Chavhan
Convener- SC/ST Committee



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Office Order

As per the Guidelines of NAAC "SC/ST Committee" has been constituted for the Academic Year 2022-23 for planning and monitoring of overall academic operations, activities, procedures, functioning and maintaining all relevant documents and files in association with various committee/coordinators of the department.

Sr. No.	Members	Designation	Mobile No.	Email.Id	Sign
1.	Tushar Chavan	Convener	9773828320	tusharschavan9@gmail.com	T. Chavan
2.	Akshay Singh	Member	8779869962	akshay.singh5226@gmail.com	A
3.	Sadhana Chhattani	Member	8850688757	sadhana.chhattani@gmail.com	Sadhana
4.	Vinayak Chakravarti	Member	8369264010	Vinayak.chakravarti@gmail.com	Vinayak

The committee should conduct meetings as per requirements and records be maintained accordingly. The entire concerned are requested to take note and act accordingly.

CC:-

1. All the concerned

2. Office Copy



S. D. Lokhande
PRINCIPAL

Principal
Mumbra College of Arts & Commerce
(Night) Mumbra.



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Date: 01.09.2022

NOTICE FOR SC/ST COMMITTEE MEETING FOR A.Y. 2022-2023

The First meeting of the SC/ST Committee will be held on **03.09.2022** (Saturday) at 7.10 pm in the staff Room of the college.

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Tushar Chavan	Convener	
2.	Akshay Singh	Member	
3.	Sadhana Chhattlani	Member	
4.	Vinayak Chakravarti	Member	





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Agenda

1. Review and Approval of Previous Meeting Minutes
2. Identify Challenges and Concerns:
3. Resource Allocation and Utilization
4. Discussion on Academic Support

Resolutions

1. The committee unanimously approves the minutes of the previous meeting as circulated. Any amendments or corrections suggested during the meeting have been incorporated into the final version. The minutes are to be officially documented and filed for record-keeping purposes.
2. After thorough discussion, the committee identifies the following challenges and concerns faced by SC/ST students:
 - a. Lack of access to quality academic resources and facilities.
 - b. Instances of discrimination or bias within the college environment.
 - c. Limited awareness about available support services and opportunities.
3. The committee reviews the current allocation and utilization of resources for SC/ST welfare initiatives.
4. Recognizing the importance of academic support for SC/ST students, the committee resolves to:
 - a. Enhance existing support services such as tutoring, mentoring, and academic counseling.
 - b. Implement strategies to address specific academic challenges faced by SC/ST students, including access to study materials, guidance on exam preparation, and skill development workshops.





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J. Chavhan

Convener- SC/ST Committee



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NOTICE FOR SC/ST COMMITTEE MEETING FOR A.Y. 2022-2023

The Second meeting of the SC/ST Committee will be held on **14.03.2023** (Thursday) at 6.30 pm in the staff Room of the college.

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Tushar Chavan	Convener	
2.	Akshay Singh	Member	
3.	Sadhana Chhattlani	Member	
4.	Vinayak Chakravarti	Member	





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Agenda

1. Approval of Previous Meeting Minutes:
2. Review of Current SC/ST Enrolment and Performance Data
3. Report on Grievances and Complaints
4. Evaluation of Existing Policies and Procedures

Resolutions

1. The committee resolves to approve the minutes of the previous meeting with any necessary amendments noted during the review.
2. The committee resolves to analyse the enrolment and performance data of SC/ST students and identify specific areas where interventions or support may be required. Based on this analysis, the committee will develop targeted strategies to improve the academic outcomes and overall well-being of SC/ST students.
3. The committee resolves to address each grievance or complaint received from SC/ST students promptly and impartially. The resolution process will involve thorough investigation, mediation where necessary, and implementation of appropriate solutions to resolve the grievances in a timely manner. Additionally, the committee will ensure transparency and communication throughout the resolution process, keeping the affected parties informed of progress and outcomes.
4. The committee resolves to conduct a comprehensive evaluation of existing policies and procedures related to SC/ST students, including admission, scholarship distribution, academic support, and disciplinary measures.





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Vote of Thanks

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T. Chavhan

Convener- SC/ST Committee