



THENI MELAPETTAI HINDU NADARGAL URAVINMURAI  
**NADAR SARASWATHI COLLEGE OF  
ENGINEERING & TECHNOLOGY**

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai  
Accredited by NAAC with "A" Grade  
An ISO 9001 : 2015 Certified Institution  
Vadapudupatti, Annanji (po), Theni - 625 531



**CIRCULAR**

Ref.No.: NSCET/SC&STCELL/2025-2026/CIR 02

Date: 18.08.2025

This is to inform that the meeting for the SC & ST Cell will be held on 20.08.2025 at 11 AM in the Board Room. Hence all the cell members are requested to attend the meeting without fail.

**Agenda:**

1. Review of the cell's activities and impact on SC & ST student development.
2. Promote inclusive learning environment.
3. Monitor reservation policy implementation.
4. Conduct skill development and career guidance programmes.
5. Improve communication with students.
6. Any Other Discussion.

S.NO	NAME	DESIGNATION	ROLE/ POSITION
1	Dr.C.MathalaiSundaram	Principal	Chairperson
2	Mr. N. Mathavan	Vice Principal	Member
3	Mr. J. Mathalairaj	HOD / CSE.,	Member
4	Mr.A.Vembathu Rajesh	HOD/MFE	Member
5	Mrs. B. Sowmiya	Assistant Professor /Civil	Member
6	Mr.N.Kesavamoorthy	Assistant Professor /CSE	Member
7	Mrs. Shobana	LA/CSE	Member

*Hani*  
Principal/Chair Person



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Ref.No.: NSCET/SC&STCELL/2025-2026/ MOM 02

Date: 20.08.2025

**Attendance**

The SC & ST Cell meeting for the academic year 2025-2026 was conducted on 20.08.2025 at 11.00 AM in the Board Room. The following points were discussed:

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*Hani*  
18/8/25  
Principal/Chair Person



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**CIRCULAR**

Ref.No.: NSCET/SC&STCELL/2025-2026/CIR 01

Date: 20.01.2025

This is to inform that the meeting for the SC & ST Cell will be held on 22.01.2025 at 11 AM in the Board Room. Hence all the cell members are requested to attend the meeting without fail.

**Agenda:**

1. Review of the cell's activities and impact on SC & ST student development.
2. Promote inclusive learning environment.
3. Address academic and social grievances of SC/ST students.
4. Prevent discrimination, harassment, and unfair treatment within the institution.

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1	Dr.C.MathalaiSundaram	Principal	Chairperson
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*Hani* 20/1/25  
Principal/Chair Person



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Ref.No.: NSCET/SC&STCELL/2025-2026/MOM 01

Date: 22.01.2025

**Attendance**

The SC & ST Cell meeting for the academic year 2025-2026 was conducted on 22.01.2025 at 11.00 AM in the Board Room. The following points were discussed:

**Agenda:**

1. Review of the cell's activities and impact on SC & ST student development.
2. Provide guidance regarding scholarship schemes and financial assistance.
3. Address academic and social grievances of SC/ST students.
4. Prevent discrimination, harassment, and unfair treatment within the institution.

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Ref.No.: NSCET/SC&STCELL/2025-2026/ MOM & AT 01

Date: 24.01.2025

### Minutes of Meeting

#### Discussion & Decisions

##### 1. Review of the cell's activities and impact on SC & ST student development

- As per the previous meeting, it was noted that many students are unaware of Central and State welfare schemes, fee concessions, and educational support. So planned to conduct awareness seminar on it on October month
- Decision: Conducted an awareness seminar on "Social welfare Schemes and Act" on 18.10.2024.

##### 2. Scholarship Guidance

- It was discussed that many students are unaware of the available State/Central government scholarships.
- Decision: A dedicated helpdesk will be set up during the scholarship application period. A brochure listing all available scholarships will be prepared and circulated.

##### 3. Academic and Social Grievances

- Members highlighted that some students hesitate to report issues.
- Decision: A separate help desk and an online grievance form will be created.

##### 4. Preventing Unfair Treatment and Discrimination

- The committee emphasized strict adherence to equal opportunity policies.
- Decision: Faculty will be sensitized through workshops to ensure a supportive environment.

#### Action Taken

Agenda Item	Decision Taken in Meeting	Action Taken	Status
Scholarship guidance	Set up helpdesk & prepare scholarship brochure	Helpdesk established; brochure prepared and circulated	Completed
Academic & social grievances	Create help desk & conduct monthly reviews	Helpdesk established, and monthly review initiated	Partial - Completed
Prevent unfair treatment	Conduct awareness & sensitization programmes	Anti-discrimination awareness session is planned	Partial - Completed

*Mami*

Principal/Chair Person



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**CIRCULAR**

Ref.No.: NSCET/SC&ST CELL/2024-2025/CIR 01

Date: 22.09.2024

This is to inform that the meeting for the SC & ST Cell will be held on 25.09.2024 at 11 AM in the Board Room. Hence all the cell members are requested to attend the meeting without fail.

**Agenda:**

1. Create awareness about government welfare schemes for SC/ST students.
2. Plan remedial and bridge courses for academically weaker students.
3. Improve hostel and campus facilities for SC/ST students.
4. Establish a monitoring mechanism for preventing caste-based harassment.

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*Mani* 22/9/24  
Principal/Chair Person



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Ref.No.: NSCET/SC&STCELL/2024-2025/ MOM 01

Date: 27.09.2024

### Attendance

The SC & ST Cell meeting for the academic year 2024-2025 was conducted on 25.09.2024 at 11.00 AM in the Board Room. The following points were discussed:

#### Agenda:

1. Create awareness about government welfare schemes for SC/ST students.
2. Plan remedial and bridge courses for academically weaker students.
3. Improve hostel and campus facilities for SC/ST students.
4. Establish a monitoring mechanism for preventing caste-based harassment.

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22/09/24  
Principal/Chair Person



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Ref.No.: NSCET/SC&STCELL/2024-2025/ MOM & AT 01

Date: 25.10.2024

### Minutes of Meeting

#### Discussion & Decisions

##### 1. Awareness on Government Welfare Schemes:

- It was noted that many students are unaware of Central and State welfare schemes, fee concessions, and educational support. So planned to conduct awareness seminar on it on October month.
- Decision: Planned to conduct awareness seminar regarding the same on the month of October.

##### 2. Improving Hostel and Campus Facilities

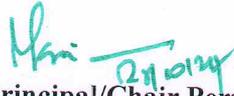
- Issues relating to dining, sanitation, and study room availability in hostels were discussed.
- Decision: Planned to submit a report to the administration recommending improvements.

##### 3. Preventing Caste-Based Harassment

- The committee emphasized the importance of strict monitoring to avoid any form of caste-based discrimination.
- Decision: Install confidential complaint submission through help desk. Strengthen collaboration with the Anti-Ragging and Grievance Redressal Committees.

#### Action Taken

Agenda Item	Decision Taken in Meeting	Action Taken	Status
Awareness on welfare schemes	Conduct semester-wise seminar	Seminar is scheduled on October & brochure prepared	Partially - Completed
Remedial/bridge courses	Launch remedial & yearly bridge courses	Remedial classes started; bridge course scheduled for august month	Ongoing
Prevent caste-based harassment	Help desk launched & coordinate with committees	Online form launched; joint review meeting scheduled	Ongoing

  
Principal/Chair Person