



# CITY ENGINEERING COLLEGE

Approved by AICTE New Delhi & Affiliated by VTU, Belagavi  
Doddakallasandra, Off Kanakapura Main Road,  
Next to Gokulam Apartment, Bangalore - 560 062.



## OBC COMMITTEE

Ref No: CEC/IQAC/OBC/ACY 2024-2025/OR/01

CIRCULAR

DATE: 07/06/2024

The OBC Committee Meeting is scheduled on 10/06/2024 at 11.00 AM in the Principal's office.

### Agenda

- 1) Improve support mechanisms for OBC Students.
- 2) Establish mentoring program and counselling services.
- 3) Access to Academic Resources.
- 4) Avenues for Financial support.
- 5) Identify Specific challenges faced by OBC students.
- 6) Concerns or issues if any

The following members are requested to attend the meeting.

SI NO	NAME	DEPARTMENT	DESIGNATION	SIGNATURE
1	Dr S Karunakara	Principal	Chairman	
2	Dr. Sakthivel	Prof & Head, ISE Dept	Member Secretary	
3	Ms. Nagashree	Prof & Head Physics Dept	Convener	
4	Ms. Vanitha	Maths	Member	
5	Dr. Shalini Prasad	ECE Dept	Member	
6	Mr. Mahadeva Prasad	CSE Dept	Member	
7	Mr. Shiva Swamy	Admin Staff	Member	
8	Tharun T K	Student	Member	
9	Ashwini C	Student	Member	
10	Divya M	Student	Member	
11	Safrin Fathima	Student	Member	

NAGASHREE  
CONVENER



S KARUNAKARA  
PRINCIPAL  
CITY ENGINEERING COLLEGE  
Kanakapura Main Road, BANGALORE - 560 061

Copy To:

- 1) IQAC
- 2) Principal



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## Record of meeting, Subject, Agenda, Attendance, Action Taken Report, Minutes

### Subject: OBC Committee Meeting

Meeting No.	CEC/IQAC/OBC/ACY 2024-2025/OR/01	Date: 10/06/2024	Time	11.00 AM
Agenda	1.	Improve support mechanisms for OBC Students		
	2.	Establish mentoring program and counselling services		
	3.	Access to Academic Resources		
	4.	Avenues for Financial support		
	5.	Identify Specific challenges faced by OBC students		
	6.	Concerns or issues if any		

### Members Present

SL NO	NAME	DEPARTMENT	DESIGNATION	SIGNATURE
1	Dr S Karunakara	Principal	Chairman	<i>S Karunakara</i>
2	Mrs. Vani	Admin Staff	Member Secretary	<i>Vani</i>
3	Dr. Mohd. Mathenulla	Placement Officer	Convener	<i>M. Mathenulla</i>
4	Dr. Jyothi P	Prof & Head Maths Dept	Member	<i>Jyothi P</i>
5	Dr. Shalini Prasad	ECE Dept	Member	<i>S. Prasad</i>
6	Mr. Mahadeva Prasad	CSE Dept	Member	<i>M. Prasad</i>
7	Mr. Shiva Swami	Admin Staff	Member	<i>Shiva Swami</i>
8	Tharun T K	CSE (6th semester)	Member	<i>Tharun TK</i>
9	Ashwini C	CSE (6th semester)	Member	<i>Ashwini C</i>
10	Divya M	AI&ML (6th semester)	Member	<i>Divya M</i>
11	Safrin Fathima	ISE (6th semester)	Member	<i>Safrin Fathima</i>

### Minutes of Meeting

1. The chairman welcomed all the members to the meeting
2. Regular awareness campaigns to educate OBC students on availability of scholarships, financial aid and support services offered by college and external agencies.
3. Provide guidance from faculty or peer students and also counseling services that are culturally sensitive and address academic, personal and career related concerns.
4. Resources such as library, labs and study materials and any special academic support required by the concerned faculty to provide tutoring or study groups within the class.
5. Information about scholarship by providing assistance in applying for government scholarships and grants.





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6. Conduct confidential survey to identify challenges faced by OBC students and used that data to evaluate the effectiveness of the support mechanisms from time to time.
7. Convener informed that there were no Concerns or issues raised.
8. Meeting concluded by thanking the members for their support on the above agenda.

## Action Taken Report

Sl. No	Description	Action Taken
1	Improve support mechanisms for OBC Students	Ensure information is available in college websites, notice boards, student news letters and posting information in class WhatsApp groups
2	Establish mentoring program and counselling services	Group of students under the tutelage of faculty members of the Department/College
3	Access to Academic Resources	Students were informed to come during their free time and working Saturdays of the college to utilize labs and libraries.
4	Avenues for Financial support	Assistance for filing of applications for scholarship specifically for OBC students
5	Identify Specific challenges faced by OBC students	Analyse and identify, confidential survey given by the OBC students. Inclusivity for OBC students with respect to cultural events and celebration of cultural and National Festivals.

  
CONVENER



  
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1) IQAC

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