

PROCEEDINGS OF THE VICE CHANCELLOR

CONSTITUTION OF APOLLO EQUAL OPPORTUNITY CELL

In compliance to the UGC regulations of 1998 and guidelines thereon, The Apollo University (TAU), Chittoor, has constituted the **Apollo Equal Opportunity Cell (AEOC)** with immediate effect with an objective to address the issue related to the students belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes, Minorities and the Persons with disabilities (PWDs) on a Continual basis and empower such students to participate fully in the academic, Intellectual, Social and Cultural life of University on equal basis.

In the matters of grievances, the SC/ST students and Employees can approach the Liaison Officer of the SC/ST Cell for redressal of any of their grievance(s) regarding academic, administrative or social nature and lodge complaint with the Chairperson. I am by the direction of Vice Chancellor constitute the following committee of the SC/ST Cell .

#	Name	Designation	Role
1.	Prof A. Sethurama Subbaiah	Professor, Dept. of SW	Chairperson
2.	Dr I.Ramaiah	Associate Prof , SoM	Member
3.	Dr Y .Sree Raman	Associate Prof, Dept of CSE	Member
4.	Dr B.Nageswara Rao	Associate Prof, SoT	Member
5.	Dr S. Feroz Begum	Asst. Prof , School of Technology	Member
6.	Ms. V.Ruth Mounika	Dept. of AHS , SoHS	Member
7.	Mr N.Charan	Dept. of HR	Liaison Officer

The tenure of the committee for Scheduled /Scheduled Tribe (SC/ST) Cell will be for two years with effect from the date of issue of this proceeding.

This committee will submit its findings to the Registrar within 15 days from the receipt of the complaint.

The document on guidelines on the objectives and functions of this cell are enclosed with this proceeding.


Prof. M. Potharaju
REGISTRAR

REGISTRAR
The Apollo University
Murukambattu, Chittoor-517127.A.P.

CC to

The Chairperson and Members of the committee
Dean-SoT, SoM, AIPS / PD/ HoD-SW, Psy/ PC- BMS/GMB/HI&A/Psy/MPH
COO/SM-HR
EA to VC/ PA to R

TAU/CAO/R/Est/SCST Cell/169/ 2023

25th November 2023

GUIDELINES TO APOLLO EQUAL OPPORTUNITY CELL (APEOC)

The Apollo University announce the establishment of a Equal Opportunity Cell, special Cell for SC/ST affairs, also known as SC/ST Cell the at University. The University Grants Commission, Government of India, has given priority to the students belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes, Minorities and the Persons with disabilities (PWDs). The Cell specifically concentrates on the welfare of the SC/ST students, staff and faculty. The main aim of the Cell is to monitor the guidelines issued by the University Grants Commission Govt. of India, from time to time. The Cell ensures prevention of based discrimination, accommodation in the hostels, allotment of quarters, and establishment of Book Bank in the institute.

Vision

To be an institution of excellence in higher education that continually responds to the changing social realities through the development and application of knowledge, towards creating a people-centred and ecologically sustainable society that promotes and protects the dignity, equality, social justice and human rights for all, with special emphasis on marginalized and vulnerable groups.

Mission

Assist, guide and train to student, staff and faculty of weaker and disadvantaged section of society to produce best citizen of mankind to maintain happiness, harmony and prosperity in the society.

UGC GUIDELINES FOR THE ESTABLISHMENT OF THE SC/ST CELL:

According to the 1998 UGC Guidelines for the establishment of Special Cell for Scheduled s and Scheduled Tribes, for the Universities and deemed Universities, the purpose of these Cells is to help the belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes, Minorities and the Persons with disabilities (PWDs) to integrate with the mainstream of the institute community and to remove difficulties, which they may be experiencing.

Objectives:

To oversee the effective implementation of policies and programmes for disadvantaged groups, to provide guidance and counselling with respect to academic, financial, social and other matters and to enhance the diversity within the campus. Some of the specific main objectives of the Centre are:

- To take such follow up measures for achieving the objectives and targets laid down for the purpose by the Government of India, MHRD and the UGC.
- Collecting data on admissions and appointments, taking follow-up measures to achieve government targets, and planning measures to ensure effective implementation of various policies.

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Functions:

The Cell's functions include collecting data on admissions and appointments, analyzing government orders and policies, dealing with representations from SC/ST candidates, monitoring remedial coaching schemes, maintaining a register of SC/ST employment in the university, and performing other tasks related to promoting higher education among these disadvantaged communities. The SC/ST Cell exclusively focuses on matters related to SC/STs. Any additional tasks given at various times, to further the cause of higher education for these two communities facing economic, social, and educational disadvantages.

SCHOLARSHIP SCHEMES:

Scholarship is a boon for students belonging to the weaker sections (specifically SCs/STs) of the society, who are unable to further their education for some reason or the other. It is an encouragement for students, who are talented, but do not have the means to study further. There are a variety of scholarships merits or need-based, student-specific and career specific. The cell facilitates access to different Scholarship Schemes available in the respective websites.

GRIEVANCE REDRESSAL:

- The SC/ST students and Employees can approach the SC/ST Cell for redressal of any of their grievance(s) regarding academic, administrative or social nature.
- The Liaison Officer of Cell process their complaints, meets the concerned students and staff, to understand their problem and takes necessary action and/or renders them necessary advice/help to resolve the matter.

Procedure to file a complaint:

A written complaint may be submitted to the Liaison Officer, SC/ST Cell. Any student and employee (including contractual, casual and temporary) of institute can approach the Cell.

An online form in website of institute under SC/ST Cell heading is available, any student/employee belonging to SC/ST may submit his/her complaint if any.

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TAU/CAO/R/Est/SCST Cell/169/ 2023

25th November 2023

Complaint Form

To
The Liaison Officer
Apollo Equal Opportunity Cell
TAU

Date:

Name of the complainant:

Name of the School:

Registration Number/ staff ID Number:

Contact Number:

Email ID:

Name (s) of the accused:

Date of Incident:

Description of Incident:

Name & Signature of the complainant