St. Francis
College for Women
Begumpet, Hyderabad-500016
(Autonomous & Affiliated to Osmania University)
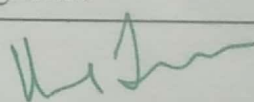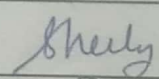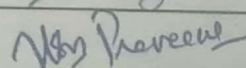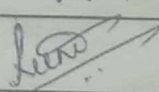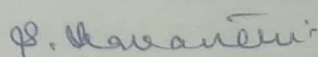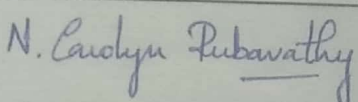
Minutes of the Meeting
Equal Opportunity Cell & SC/ST Cell

Date::12-08-2025
Time:10:40 AM
Venue:Principal's Office

Members present:

S.No	Name and Designation	Signature
1	Prof.Uma Joseph, Principal (Chairperson)	
2	Dr.Sr.Sherly, Vice Principal	Sherly
3	Dr.Usha Praveena, Dean of Sciences	Usy Praveena
4	Dr.Reena Dewan, Dean of Arts	
5	Ms.S.Sravanthi, Co-ordinator (SC / ST Cell)	S. Sravanthi
6	Dr.N.Carolyn Rubavathy, Co-ordinator (Equal Opportunity Cell)	N. Carolyn Rubavathy

Agenda:
- To discuss the action plan of the Equal Opportunity Cell and SC/ST Cell for the academic year 2025–26.

Minutes of the meeting:
- The members have been welcomed to the cell's first meeting for the academic year 2025–2026 by the Chairperson and Principal, Prof. Uma Joseph.
- Activities including government scholarship orientation, welfare awareness campaigns, celebration of Dr. Ambedkar Jayanthi, Babu Jagjeevan Jayanthi in the campus were suggested.
- A suggestion was made to keep a record of SC/ST/OBC/Minority and PWD students in every class.
- The Principal granted permission to gather information about SC/ST/OBC/Minority and PWD students from the office.
- Received approval from the Principal to set up a WhatsApp group for SC/ST/OBC/Minority and PWD students to share information regarding various activities.
- It is proposed to conduct English Communication classes for SC/ST/OBC/Minority and PWD students, and a faculty member from the department of English was requested to be assigned for this purpose.
- Professor Uma Joseph, the Principal, recommended that the classes be scheduled according to the number of people who registered.
- Dr. Reena Dewan, the Dean of Arts and Head of the Department of English, consented to assign faculty members based on the number of students who signed up for the English Communication classes.
- Dr. Carolyn Rubavathy, Co-ordinator (Equal Opportunity Cell) proposed to organize a short term course on positive discrimination of SC and ST students and to receive funds from UGC to offer this course and also to set up a centre for Equal Opportunity Cell.
- It was proposed to meet the faculty coordinators of EOC of Osmania University Hyderabad and Nizams College, Hyderabad in order to understand the norms of UGC to set up the Equal Opportunity Centre on campus.
- Professor Uma Joseph, the Principal, agreed to the proposal and gave permission to meet the concerned authorities and to proceed with the application process.
- The action plan for the academic year 2025–26 was presented by the SC/ST Cell coordinator, Ms.Sravanthi.
- The plan of action was approved.

ACTIVITIES PLANNED 2025-26

S.NO	ACTIVITY	DATE	DESCRIPTION
1	Orientation on Govt Scholarships	Sep. 3, 2025	SC/ ST/ OBC/ MINORITY STUDENTS of both UG & PG will attend the orientation on how to apply for diff scholarships given by Govt (State & Central)
2	Janjatiya Gaurav Divas: Celebrating Tribal Heritage	Nov. 15, 2025 Nov. 17, 2025	Quadrangle During Assembly Short program (Students can dress up in costumes representing different tribal cultures, showcasing traditional clothing and accessories, promoting an appreciation for diverse cultural heritage.)
3	Veeranari Chakali Ilamma Jayanthi	Nov. 26, 2025	Quadrangle During Assembly Short program
4	Ambedkar Jayanti	April 14, 2026	Quadrangle During Assembly Short program (Quiz /Essay writing competitions can be conducted and winners will be felicitated during the assembly)
5	English Communication classes	November 2025 to March 2026	Online / offline (weekly 2 hrs)
6.	Awareness program on Schemes for SC /ST development (Social Welfare Department of Telangana)	February/March 2026	SC/ ST/ OBC/ MINORITY STUDENTS of both UG & PG will attend the program
7.	Workshop for PWD students on Personality Development and Interview Etiquette	February/March 2026	PWD students