

Ref: IUU/Reg./0001/2024/003/136

September 27, 2024

OFFICE ORDER

As per the directions of University Grants Commission (UGC), Equal Opportunity Cell (EOC) / Socio-Economically Disadvantaged Groups (SEDGs) has been constituted with immediate effect:

S.No.	Name	Contact No.	Role
1.	Dr. Rajeev Srivastava	9927959665	Chairperson
2.	Prof. Abhijit Kumar Chattoraj	9756400034	Senior Professor
3.	Dr. Tripti Sharma	8630771963	In-charge of Internal Complaint Committee
4.	Dr. Rajeswaran Nagalingam	7382211597	Coordinator/Director of IQAC
5.	Dr. Anwesha Sen Majumdar	7838602275	SC/ST Representative
6.	Dr. Surendra K. Yadawa	7376582558	OBC Representative
7.	Dr. Parshuram Dangwal	9837627172	PwD Representative
8.	Mr. Ayush Raj, BA LLB-2 nd year Ms. Sangam Khiham, BA LLB-2 nd year	9415433721 7005139519	Two Students' Representative belonging to EOC/SEDGs
9.	Mr. Naresh Bist	9897622353	Member Secretary

Objectives of EOC/SEDGs Cell:

1. To protect all the constitutional rights of the SEDGs students.
2. To ensure that the HEIs are inclusive, safe, and secure for the SEDGs students.
3. To provide socio-emotional and academic support and mentoring for the students belonging to the SEDGs through proper counselling and monitoring programme.
4. To ensure proper implementation and monitoring of orientation and bridge courses designed by the HEIs to benefit SEDGs students.
5. To ensure implementation of all such programme designed and developed by HEIs to increase the participation of SEDGs students in academic activities.
6. To ensure implementation of Government's policies, including reservation policies and various schemes, programme, facilities and guidelines for SEDGs students.
7. To ensure that the HEIs develop appropriate outreach programme to help the SEDGs students to avail the various opportunities of educational/academic programmes of HEIs.
8. To ensure proper implementation of preventive measures and Laws against discrimination and atrocities, and for safeguards of students belonging to respective categories under SEDGs.
9. To circulate, publicize, facilitate, and monitor the implementation of all UGC and Government guidelines and instructions issued from time to time in reference to SEDGs.
10. To redress the grievances and complaints of the SEDGs students within 15 days through a Grievances Redressal Committee (GRC) without compromising the safety, privacy and dignity of the complainant.

Functions of EOC/SEDGs Cell:

1. To co-ordinate with other existing cells and statutory bodies of the HEIs and enable implementation of the existing schemes and provisions, including scholarships and fellowships of the Govt. of India and respective States.
2. To ensure the implementation of orientation and bridge courses, earn-while-learn schemes, and outreach programme designed and developed by HEIs for SEDGs.
3. To provide socio-economic, academic, and psychological support and mentoring for such students through proper counselling and mentoring programme.
4. To ensure sensitization of faculty, staff, counsellors, and students on the SEDGs issues and their inclusion in all aspects of the HEIs.
5. To explore and generate funds from various sources like Corporate Social Responsibilities (CSR) and Alumni to provide more financial assistance and scholarships to SEDGs to mitigate opportunity costs and fees for pursuing higher education.
6. To coordinate with the Internal Quality Assurance Cell (IQAC) to raise awareness about the implementation of various policies for inclusive and equitable quality higher education.
7. To work as a 'Single Window' for students belonging to SEDGs for their grievances, basic needs, amenities, facilities, welfare measures, and scholarships and fellowships.
8. To upload and disseminate guidelines, facilities, welfare, and safety measures on HEI's portal and maintain such records to review and monitor amenities and basic facilities for a safe and secure environment for SEDGs.



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9. To circulate, publicize, and facilitate existing welfare schemes like – Remedial, NET, entry into services, and residential Coaching for SC/ST/OBC (non-creamy layer), Minority Community, and PwD Students.
10. To establish a team of counsellors, social workers, and faculty members to provide emotional and social support to SEDGs to adapt to the environment of the HEI.
11. To focus on overall personality and skill development, including professional and soft skills, so as to ensure enhancing the student employability.
12. To organize periodic meetings and to monitor the progress of various schemes and all the HEIs may prepare a database of such schemes for SEDGs.
13. To assess the needs of SEDGs and make necessary recommendations to the authorities of the HEIs.
14. To make faculty, staff, students, and service professionals aware of facilities available for SEDGs.
15. To sensitize all the students to bring an attitudinal change towards SEDGs to ensure participation of SEDGs in curricular, co-curricular, and extra-curricular activities in the HEIs.
16. To hold regular meetings with representatives of SEDG students to check their grievances and also meet with management/authorities of HEIs to facilitate discussion of the grievances of SEDG students and maintain the confidentiality of deliberations and data.
17. To review, monitor, and ensure disposal of all grievances within 15 days.
18. To inform all students during induction/counselling session about Zero-tolerance policy for any form of discrimination.

Under approval of the Competent Authority.


REGISTRAR


Circulation: All Concerned Members

Copy to:

1. Office of the Vice Chancellor for information
2. All Deans (for Notice boards of respective schools)
3. Assistant Registrar (ICT) (to upload on the university website)
4. Office records