

**G.NARAYANAMMA INSTITUTE OF TECHNOLOGY AND SCIENCE**  
**Autonomous (For Women)**

**Shaikpet, Hyderabad – 500 104**

**GNITS SC/ST Cell**

**Date:08-06-2020**

**The Roles and responsibilities of the following SC/ST Cell:**

**1. Coordinator:**

- The coordinator of the SC/ST Cell convince the meeting of the committee members both the faculty and the students.
- Coordinator communicates the minutes of the meeting to the committee members.
- Communicates the decisions taken in the meeting to the students where applicable.
- Conducts an awareness program during induction about the facilities available for SC/ST students.

**2. Convener:**


- The convener of the committee will be the chairperson of the committee meeting discusses the facilities and issues relating to SC/ST students.
- Addresses the issues if any raised by the student members.


**3. Faculty members:**


- One of the faculty member will be deputed to prepare the circular draft the minutes of the meeting and get it authoritative to get the signatures for the minutes of the meeting.

**4. Student members:**

- The student members should have an interaction with the SC/ST members branch wise and section wise and note down their professional challenges and academic issues if any and bring it to the notice of the convener individually during committee meeting.

  
Dr.G.Malini Devi  
Assistant Professor,  
Convener  
CSE Department

  
Dr.P.Aparna  
Professor & HOD,  
Coordinator  
H&M Department

  
Dr.K.Ramesh Reddy  
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