



BUDGE BUDGE INSTITUTE OF TECHNOLOGY (BBIT)

(A unit of Jagannath Gupta Family Trust)

(Approved by AICTE, Govt. of India and Affiliated to MAKAUT & WBSCTVESD)
Nischintapur, Budge Budge, Kolkata-700137 Phone : 033-2482 0676/70 Telefax : 033-2482 0641
Email : contact@bbit.edu.in Website : www.bbit.edu.in

SCHEDULED CASTE / SCHEDULED TRIBE & MINORITY COMMITTEE

FUNCTIONS & COMPOSITION: 2023-2024

Scheduled Castes (SC) and Scheduled Tribes (ST) have been identified as the two most backward groups of Indian Society. They include all the castes, races or tribes, which have been socially, economically and educationally backward. The cell has been established to support and to bring students from such communities in the main stream.

The SC/ST cell of the college was established in 2009 with the purpose to empower the SC/ST students in the college. The college takes special interest in facilitating financial support to students from these communities from government agencies and other sources. They are also encouraged to enroll for career orientation programs, which would equip them with the necessary skills to choose a career option.

Objectives of the Committee:

1. To counsel and guide SC/ ST students and help them to manage academic and personal issues of college life effectively.
2. To ensure provisions of an environment where all such students feel safe and secure.
3. To provide prompt counselling for any emotional emergencies arising on account of any event at the campus.
4. To provide the mechanism to redress the grievance of SC/ST students, if any.
5. To ensure protection and reservation as provided in the constitution of India.
6. To arrange for special opportunities to enhance the carrier growth
7. To create awareness among the SC/ST students regarding various scholarships program of State Govt. and UGC.
8. To take such follow up measures to achieve the objectives and targets laid down by the Govt. of India and the UGC

Functions of the Committee :

1. To collect reports and information of State Govt. and UGC's orders on various aspects of education, employment of SC/ST & OBC Students.
2. To circulate State Govt and UGC's decisions about different scholarship programs.
3. To communicate with the students and motivate them for better future planning.



BBIT

"Committed to provide Quality Professionals to the world"

Courses Offered : Management (MBA), M.Tech (CSE, Power System), Engineering : B. Tech in CE, ME, EE, ECE, CSE; Polytechnic : CE, ME, EE, ETCH, CST
Member of International Societies : 1) IUCEE, USA 2) IFEEES, USA.



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The following dignitaries will consist the SC/ST committee:

SL. NO.	NAME OF MEMBERS	DEPARTMENT	DESIGNATION IN THE COMMITTEE
1	Prof. Dr. (Col.) Probhas Bose	Director	Chairperson
2	Prof. Dr. Narendra Nath Jana	Principal	Member
3	Mr. Fahad Zafar	PHY	Convener
4	Mr. Debajit Banerjee	ME	Member
6	Ms. Arpita Das	ECE	Member
7	Mr. Amit Gupta	Admin Representative	Member
8	Dr. Arnab Roy	PHY	Member
9	Partha Mondal, 3 rd Year 2023-24	ECE	Student Representative
10	MD Sajid, 3 rd Year 2023-24	ME	Student Representative



Signature & Seal of Director

Prof. Dr. (Col.) Probhas Bose

Director

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Ref. No.: BBIT/IC/2023-24/103

Date: 18/07/2023

INTERNAL CIRCULAR

All concerned are hereby informed that the SC/ST & Minority Committee meeting is scheduled on 20th July, 2023 at 1:00 pm at Boardroom as per the following agenda attached herewith.

The members of the same as listed below are requested to attend the meeting as per the aforesaid schedule:

SL. NO.	NAME OF MEMBERS	DEPARTMENT	DESIGNATION IN THE COMMITTEE
1	Prof. Dr. (Col.) Probhas Bose	Director	Chairperson
2	Prof. (Dr.) Narendra Nath Jana	Principal	Member
3	Mr. Fahad Zafar	PHY	Convenor
4	Mr. Debajit Banerjee	ME	Member
6	Ms. Arpita Das	ECE	Member
7	Mr. Amit Gupta	Admin Representative	Member
8	Dr. Arnab Roy	PHY	Member
9	Partha Mondal, 3 rd Year 2023-24	ECE	Student Representative
10	MD Sajid, 3 rd Year 2023-24	ME	Student Representative

Invited Member:

1. Shruti Ray AGM (ADMIN)
2. Sayan Das Marketing team representative
3. Rupam Sardar Mentorship coordinator, CSE

Agenda:

1. Sensitising the newly admitted students on the following:
 - A. Different scholarship schemes offered by the government bodies.
 - B. Briefing the new student about the minority schemes offered by State Government and Central Government.
2. Finalising the SC/ST and Minority Cells representatives (students).




(Col. Probhas Bose)
Director



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Minutes of the Meeting of SC/ST & Minority Committee

Venue: Board Room Date: 20th July, 2023 Time: 1 pm onwards

Members Present:

SL. NO.	NAME OF MEMBERS	DEPARTMENT	DESIGNATION IN THE COMMITTEE
1	Prof. Dr. (Col.) Probhas Bose	Director	Chairperson
2	Prof. (Dr.) Narendra Nath Jana	Principal	Member
3	Mr. Fahad Zafar	PHY	Convenor
4	Mr. Debajit Banerjee	ME	Member
6	Ms. Arpita Das	ECE	Member
7	Mr. Amit Gupta	Admin Representative	Member
8	Dr. Arnab Roy	PHY	Member
9	Partha Mondal, 3 rd Year 2023-24	ECE	Student Representative
10	MD Sajid, 3 rd Year 2023-24	ME	Student Representative

Invited Member:

4. Shruti Ray AGM (ADMIN)
5. Sayan Das Marketing team representative
6. Rupam Sardar Mentorship coordinator, CSE

Agenda:

3. Sensitising the newly admitted students on the following:
 - C. Different scholarship schemes offered by the government bodies.
 - D. Briefing the new student about the minority schemes offered by State Government and Central Government.
4. Finalising the SC/ST and Minority Cells representatives (students).





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At the onset the Chairperson greeted the members and the agenda wise discussions were done. The members were welcome and the agenda was briefed.

1. Sensitization of the newly admitted students about SC/ST & Minority Cell

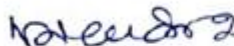
The meeting was witnessed a discussion on the need of sensitization programs among the newly admitted first year students in general.

It was recommended by the Principal Prof. (Dr.) N.N. Jana to organise a program in the upcoming induction program for the newly admitted students. Mr. Debajit Banerjee seconded the proposal.

2. Briefing of the different schemes from a prescribed place

Mr. Amit Gupta briefed that like past years for the newly admitted students will be able to clear their doubts (if any) regarding SC/St and other minority scholarship from the separate cell of the same. It was suggested that Mr. Sayan Das from the admission team will be handling all the queries of the students and will also help in occasional counselling if needed.

The meeting ended with the vote of thanks.


(Narendra Nath Jana)
Principal




(Col. Probhas Bose)
Director



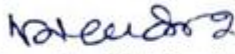
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Action Taken Report of SC/ST & Minority Committee dated 20th July, 2023

The Action Taken Report of the discussed agenda is as follows:

SL.NO.	AGENDA	ACTION TAKEN REPORT
1	Sensitization of the newly admitted students about SC/ST & Minority Cell	Done during the student Induction program.
2.	Briefing of the different schemes from a prescribed place	Mr. Sayan Das from his assigned desk will be briefing the students about the different scholarship schemes and clear doubts if any.


(Narendra Nath Jana)
Principal




(Col. Probhas Bose)
Director