



CMR COLLEGE OF ENGINEERING & TECHNOLOGY
Kandlakoya (V), Medchal Road, Hyderabad-501401

CMRCET/PRIN//EOC/2014-2015/CIR -1

DATE: 12-05-2014

CIRCULAR

All the members of EQUAL OPPORTUNITIES CENTRE (EOC) of the college are requested to attend the meeting scheduled on 18.05.2014 at 2.30 PM in the seminar hall of Department of Civil Engineering. The following points are on the agenda:

AGENDA


1. To discuss and frame the standard operating procedures of EQUAL OPPORTUNITIES CENTRE (EOC).
2. To discuss about the event to be carryout.
3. To discuss about the modality in the formation of groups of EOC.


PRINCIPAL

Copy Submitted to: (1) The Secretary Garu - For your kind information Pl

Copy to:

1. IQAC coordinator
2. Deans
3. Examinations Branch
4. AII HODS
5. Administrative Officer
6. Accounts Officer
7. Librarian
8. Training & Placement
9. Concerned Faculty
10. EQUAL OPPORTUNITIES CENTRE (EOC) members
11. Medical officer
12. Student Notice Board


PRINCIPAL
CMR COLLEGE OF ENGG. & TECH.
Kandlakoya (V), Medchal Road,
Hyderabad-501401.



Academic Year: 2014-15
EQUAL OPPORTUNITIES CENTRE (EOC)
MINUTES OF MEETING

The first meeting of EQUAL OPPORTUNITIES CENTRE (EOC) held on 18-05-2014 at 02:30 PM in CMR College of Engineering & Technology.(R.No: 124, Block II)

Date: 18-05-2014

Time: 2:30-3:30 PM

Venue: Dept of Civil Seminar Hall

The chairman Dr. Ramalinga Reddy welcomed all the committee members.

Item 1: Standard operating procedures (SOP) are finalized during the meeting and communicated for the same will be issued to the concerned.

Introduction:

CMR College of Engineering & Technology (CMRCET for short) is sponsored by MGRI Educational Society, established in 2002, with concept of equal opportunities to one and all. EQUAL OPPORTUNITY CENTRE (EOC), CMRCET is to ensure persons of all gender (students, staff, faculties or the community) from various diverse backgrounds are not deprived of their rightful opportunities.

Equal Opportunity Centre (EOC) established in CMR College of Engineering & Technology on 2014 to address the issues related to students belonging to Schedule Caste/Schedule Tribe, Other Backward Caste and minorities and the Persons with Disabilities (PWDs) on a continual basis. Its objective is to help and empower the persons with disabilities students to participate fully in the academic, intellectual, social and cultural life of Engineering College on an equal basis.

STANDARD OPERATING PROCEDURE OF EQUAL OPPORTUNITY CENTRE (EOC)

Purpose of the **EQUAL OPPORTUNITY CENTRE (EOC)** is to prepare the students list at the time of admission for SC, ST, BC, minority, PWD person and women. Department wise student list made available to faculty for communication and needy persons will approach EOC. EOC will update the same to the members for convene the meeting to address the issues raised by the students with oral/ verbal/ letter/ mail. The EOC Decision will be communicated to the departments for monitoring the action taken.

Selecting of the member for EOC is done by respective Department heads. These members will look into the various issue/ concerns of the student of that particular department. Each department, a faculty will be associated to monitor effectively. Common grievance will be addressed by EOC and the specific will be dealt by authorized persons of EOC. The performance of this Students regards academic curricular/ extracurricular will be monitored by concerned Department, periodically reviewed by EOC. EOC will organize activities like workshops/ exhibition/ interaction with experts as and when required to improve skills of the students.

Convener of EOC is supposed to release the correspondence related to the activities to be conducted for a particular academic year duly approved by the IQAC coordinator before end of previous academic year. At least 2 activities per semester or 4 activities for an academic year have to be compiled.


PRINCIPAL

CMR COLLEGE OF ENGG. & TECH.
Kandlakoya (V), Medchal Road,
Hyderabad-501401.

Chairman of EOC release an office order in the month of May regarding the members of the committee for the next academic year.

Objectives

1. To create diversity and inclusive groups the campus to provide adequate Opportunities.
2. To inculcate awareness about environment for the disadvantaged groups in the institution in their Career.
3. To ensure implementation of policies, schemes and programmes for underprivileged groups within The framework of policies and guidelines of the GOI/UGC.

Target Group

EOC works for affirmative action for the deprived sections such as persons from SC, ST, OBC (Non-creamy layer) categories, persons from religious & language minorities, differently-abled persons and Women.

Composition

1. Principal act as a Chairman of the EOC Committee.
2. One senior faculty member to be appointed as a program Convener by the head of the Institution.
3. Faculty and student members from each department.

Roles and Responsibilities

1. Focusing on overall personality and skill development so as to ensure enhancing their employability.
2. Inclusive growth to become part of mainstream of society.
3. Provide personal counseling and career guidance.
4. Awareness building and sensitization regarding discrimination on various grounds.
5. To create barrier free environment in the college campus for Persons with Disabilities for career growth.
6. Ensuring non-discrimination for PWD persons.


Access-Audit for Barrier Free Campus: An Access Audit of the entire campus has been carried out with a view to make academic, administrative and residential buildings and public places in the college campus accessible for wheel-chair users and the visually impaired to facilitate higher education. During the process, a plethora of issues pertaining to the required safety measures and infrastructure facilities were taken into consideration.

Steps towards creation of a Barrier Free Environment:

Though certain measures (such as putting special ramps, disabled-friendly toilets, etc.) have been taken earlier in order to facilitate persons with disabilities, there remained areas which necessitate further attention and improvement to make the college accessible for disabled persons.

.Lift:

Lift installed in various buildings of the college for facilitating the independence and mobility of the persons with disabilities. While certain measures have been taken in the past to make the lifts accessible to persons with disabilities.


PRINCIPAL
CMR COLLEGE OF ENGG. & TECH.
Kandlakoya (V), Medchal Road,
Hyderabad-501401.

Toilets:

Adequate lighting in the toilets provided in college assist the students with low vision. Construction was carried out in the toilets on the ground floors in hostels to make them more disabled-friendly, however, certain problems which are still being faced by students have been identified and efforts are underway to rectify such problems.

Wheel Chairs:

Wheelchairs (including wheelchairs with commode and folding foot) were procured by the Equal Opportunity Office during this period for students with disabilities.

Complaints Redressal Mechanism:

Equal Opportunity centre committed to fulfilling to maintaining social harmony among various sections of the college community. Complaint Box is provided it will opened every week on Saturday. Whenever any case of social discrimination is brought before the Equal Opportunity Centre, it is thoroughly investigated and examined and suitable action is recommended. Addressing of issues related to any social discrimination faced by students or staff at any level is amongst the principal objectives of the Equal Opportunity centre.

Frequency of Meetings

1. Starting of every semester first meeting will be conducted to discuss the activities to be conducted in that semester.
2. At the end of the semester meeting will be conducted to review all the activities and action plan for next semester of the academic year.

We may conduct the meetings as and when required.

Item 2: Proposal of activities to be conducted for the students in the A.Y 2014-15 under EOC.It is decided to contact it list three programs for the academic year out of the four programs.

Following is the schedule of events to be conducted under EQUAL OPPORTUNITY CENTRE for the Academic Year 2014-15

S. No	Name of the Event/Activity
1	A seminar programme on personality Development
2	Awareness programme on Different schemes available for SC, ST , Minorities and PWD persons from state Government
3	The Eco Quiz Event was Organized to Create Awareness Among Students on Environment
4	A Lecture on " Road Safety for Divyangs"



PRINCIPAL
CMR COLLEGE OF ENGG. & TECH.
Kandlakoya (V), Medchal Road,
Hyderabad-501401.

Item 3: From each department one person will be the group member for any activity to taken up by EOC.

The Committee made the following Resolution

All the committee members agreed to drop a program on "The Eco quiz was organized to create awareness among students on Environment".

The suggestions and accepted the proposal with enthusiasm for the events to be conducted and took the decision to conduct all the above events.

The meeting concluded with the Chairman of EOC thanking the committee members for their valuable suggestions.

Members present:

S. No.	Name of the Faculty	Designation & Dept.	Position	Signature
1	Dr. M.Ramalinga Reddy	Principal	Chairman	
2	Dr. M.Venkateshwarlu	Associate Prof., Civil	Convener	
3	B. Venkat Kishna	Asst. Prof, CSE	Member	
4	V. Pandu Ranga	Asst. Prof, ECE	Member	
5	K. Soujanya	Asst. Prof, EEE	Member	
6	Ch. VVV Prasad Rao	Asst. Prof, Mech	Member	
7	S. Ramlal	Asst. Prof, Civil	Member	
8	Ramanjaneyulu	Asst. Prof, MBA	Member	
9	B. Nikhil	13H51A0107	Student Member	
10	P. Mahender	13H51A0595	Student Member	
11	D. Gayatri	12H51A0308	Student Member	
12	K. Sravani	11H51A0243	Student Member	
13	K. Sai Krishna	11H51A04F7	Student Member	
14	Ch. Prasanna	13H51E009	Student Member	

CONVENER

PRINCIPAL

PRINCIPAL
CMR COLLEGE OF ENGG. & TECH.
Kandlakoya (V), Medchal Road,
Hyderabad-501401.

PRINCIPAL
CMR COLLEGE OF ENGG. & TECH.
Kandlakoya (V), Medchal Road,
Hyderabad-501401.