



OFFICE OF THE REGISTRAR : : SIBSAGAR UNIVERSITY

Ref. SU/ACR/Equal_opportunity/2025/141

Date : 07-02-2025

Notification

As per direction of the University Grants Commission (UGC) vide email communication from techsupport.ugc@nic.in dated 02-02-2025 vis-à-vis directive of the Hon'ble Supreme Court, three (3) committee/cells – the first one as 'Advisory Committee of Equal Opportunity Centre, the second one as SC/ST Cell and the third one as Cell of Socio-Economically Disadvantaged Group are hereby constituted along with their Functions and Terms as cited below and notified for all concerned. Functions and operation of these three (3) committee/cells shall be effective from **07-02-2025**.

The Advisory Committee of Equal Opportunity Centre:

Sl. No.	Name of the person	Status in Sibsagar University	Status in Sibsagar University Equal Opportunity Centre
1.	Dr. Profulla Ch. Kalita	Registrar	Chairperson
2.	Mrs. Jyotica Borah	Faculty Member	Adviser
3.	Dr. Rashida Tahira Noorain	Faculty Member	Adviser
4.	Dr. Rupjyoti Dowari	Faculty Member	Adviser & Coordinator

Functions of the Advisory Committee of Equal Opportunity Centre:

1. To ensure equity and equal opportunity to the community at large in Sibsagar University and bring about social inclusion.
2. To enhance the diversity among the students, teaching and non-teaching staff population and at the same time eliminate the perception of discrimination.
3. To create a socially congenial atmosphere for academic interaction and for the growth of healthy interpersonal relationships among the students coming from various social backgrounds.
4. To make efforts to sensitize the academic community regarding the problems associated with social exclusion as well as aspirations of the marginalized communities.
5. To help individuals or a group of students belonging to the disadvantaged section of society to contain the problems related to discrimination.
6. To look into the grievances of the weaker section of society and suggest amicable solution to their problems.
7. To disseminate the information related to schemes and programmes for the welfare of the socially weaker section as well as notifications/memoranda, office orders of the Government, or other related agencies/organizations issued from time to time.
8. To prepare barrier free formalities/procedures for admission/ registration of students belonging to the disadvantaged groups of society.
9. To establish coordination with the Government and other agencies/organizations to mobilize academic and financial resources to provide assistance to students of the disadvantaged groups.
10. To organize periodic meetings to monitor the progress of different schemes.
11. To adopt measures to ensure due share of utilization by SC/ST in admissions, recruitments (teaching and non-teaching posts) and to improve their performances.
12. To sensitize the college on the problems of SC/ST and other disadvantaged groups.



Term of the Advisory Committee of Equal Opportunity Centre and Frequency of holding its meetings/sittings:

1. Two (2) years from the date of establishment or to be decided by the University authority, as the case may be.
2. On special needs or once at least in three (3) months, as the case may be.

The SC & ST Cell:

Sl. No.	Name of the person	Status in Sibsagar University	Status in Sibsagar University Equal Opportunity Centre
1.	Mr. Suka Muni Das	Faculty Member	Chairperson & Liaison Officer
2.	Dr. Chinmoyee Sonowal	HoD, Zoology	Member
3.	Dr. Swapnil Hazarika	HoD, Geology	Member
4.	Dr. Ranjit Gam	HoD, Economics	Member
5.	Dr. Jugendra Nath Das	Faculty Member	Member
6.	Dr. Dipanjali Das	Faculty Member	Member Secretary
7.	Mr. Paojatong Singson	Faculty Member	Member

Functions of the SC & ST Cell:

1. To circulate Government of India and Commission's decisions and to collect regularly, on an annual basis, information regarding course-wise admissions to candidates belonging to the Scheduled Castes and Scheduled Tribes in Sibsagar University for different courses, in forms prescribed, by a stipulated date, and to take follow up action, where required.
2. To circulate Government of India orders and Commission's decisions and to collect information in respect of appointment, training of these communities in teaching and non-teaching posts in Sibsagar University, in suitable forms by a stipulated date and take follow up action where required.
3. To collect reports and information regarding the Government of India orders on the various aspects of education, training and employment of Scheduled Castes and Scheduled Tribes candidates, for evolving new policies or modifying existing policy by the Commission.
4. To analyze the information collected above and prepare reports and digests for onward transmission to the Ministry of Human Resource Development/University Grants Commission and such other authorities as may be required.
5. To deal with representations received from Scheduled Castes and Scheduled Tribes candidates regarding their admission, recruitment, promotion and other similar matters in Sibsagar University.
6. To monitor the working of the remedial coaching scheme in Sibsagar University.
7. To function as a Grievances Redressal Cell for the Grievances of SC/ST students and employees of the university and render them necessary help in solving their academic as well as administrative problems.
8. To maintain a register for employment of SCs/STs in the University and Colleges for the candidates belonging to SC/ST communities for various posts in Sibsagar University.
9. Any other work assigned from time to time to promote higher education among these two communities suffering economic, social and education deprivations.
10. The SC/ST Cell exclusively looks after the work related to SC/STs matters and no other work is assigned to the Cell.

Term of the SC & ST Cell and Frequency of holding its meetings/sittings:

1. Two (2) years from the date of establishment or to be decided by the University authority, as the case may be.
2. On special needs or once at least in three (3) months, as the case may be.

The Cell of Socio-Economically Disadvantaged Groups:

Sl. No.	Name of the person	Status in Sibsagar University	Status in Sibsagar University Equal Opportunity Centre
1.	Mr. Diganta Borah	Dean, Students' Welfare	Chairperson
2.	Mrs. Kalyani Baruah	Chairperson of Internal Complaint Committee & Senior Faculty Member	Member
3.	Dr. Rajib Saikia	Director of IQAC	Member
4.	Mr. Dilip Ch. Das	Senior Faculty Member	Member as SC Representative
5.	Dr. Bokul Chandra Patar	Senior Faculty Member	Member as OBC/MOBC Representative
6.	Mr. Bhaskar Basumatary	Senior Faculty Member	Member as ST Representative
7.	Mr. Debasish Das	President of SUSU	Member & Students' Representative
8.	Ms. Nomi Mili	Secretary, Social Service and Self-help	Member & Students' Representative
9.	Syed Parwaj Munna Ur Rahman	Finance & Accounts Officer	Member Secretary

Functions of the Cell of Socio-Economically Disadvantaged Groups:

1. To co-ordinate with other existing cells and statutory bodies of Sibsagar University 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 bridge courses, earn-while-learn schemes, and outreach programmes designed and developed by Sibsagar University.
3. To provide socio-economic, academic, and emotional support and mentoring for such students through proper counselling and mentoring programmes.
4. To ensure sensitization of faculty, staff, counsellors, and students on the gender-identity issue and their inclusion in all aspects of the Sibsagar University, including making curricula gender and ability inclusive.
5. To explore and generate funds from various sources like Corporate Social Responsibilities (CSR) and Alumni to provide more financial assistance and scholarships to Socio-Economically Disadvantaged Groups (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 guidelines, facilities, welfare, and safety measures on Sibsagar University's web portal and maintain such records to review and monitor amenities and basic facilities for a safe and secure environment for SEDGs.
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 Sibsagar University.
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 prepare the database.
13. To assess the needs of SEDGs and make necessary recommendations to the authorities of the institutions.
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 Sibsagar University.
16. To hold regular meetings with SEDG students to check their grievances and also meet with management/authorities of Sibsagar University 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.

Term of the Cell of Socio-Economically Disadvantaged Groups and Frequency of holding its meetings/sittings:

3. Two (2) years from the date of establishment or to be decided by the University authority, as the case may be.
4. On special needs or once at least in three (3) months, as the case may be.

The notification is issued with due approval.

T. 7/2/2025
(Dr. Tridib Mahanta)
Academic Registrar i/c



Copy to :-

- 1) OSD to Vice Chancellor for information
- 2) Registrar for information
- 3) Dean of Students' Welfare for information
- 4) Committee/Cell members for information and necessary action
- 5) Finance and Accounts Officer for information
- 6) Head Assistant for information
- 7) University Notice board and Website for display

Sd/-
(Dr. Tridib Mahanta)
Academic Registrar i/c