**Minutes of Meeting**

| **Meeting Title: - OBC Cell Meeting** |
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| **Meeting date: -** 29/07/2023 | **Meeting Time: -** 12.00 pm-1.00 pm |

| **Meeting location** | Board Room |
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| **Meeting called by** | Er. Swati More |

**Agenda No. 1: To counsel and guide OBC students and help them to manage academic and personal issues of college life effectively.**

* The members of the committee briefed about the scholarship available for the OBC students and the details regarding scholarships availed by the students for the academic year.
* It was also ensured that the OBC students get representation in Scholar Support Programme.
* The grievances of the students were discussed and reported as nil grievances for OBC students for the academic year.
* Information was taken about the seats available and actual admission of OBC students.

On having a thorough discussion and making sure that all agenda sets for the meeting were discussed, the speaker ended the meeting after proposing the vote of thanks.

**Agenda No. 2: To guide OBC students to appear for GATE exam**

* Personalized counseling sessions to understand the GATE exam pattern and syllabus.
* Preparation strategy development based on individual strengths and areas of improvement.
* Resource recommendations for study materials, online courses, and mock tests.
* Tips and techniques for time management during the exam

**The members presents in the meeting**

| **Sr. No.** | **Name of Faculty** | **Designation** | **Position** |
| --- | --- | --- | --- |
| 1 | Er. Swati More | Assistant Professor  | Convener |
| 2 | Er. Vaishali Parave | Assistant Professor  | Member |
| 3 | Ishwar Lamture | Head clerk | Non-Teaching Member |
| 4 | Gowari Trushant | Student  | Member |
| 5 | Kalyani Jadhav | Student  | Member |