

# Swami Rama Himalayan University

## Office of the Registrar

SRHU/Reg/OO/2025-199

Date: 9<sup>th</sup> August, 2025

### OFFICE ORDER

1. I am directed to inform that in supersession of Office Order SRHU/Reg/OO/2025-121, dated 10<sup>th</sup> June 2025, the **SC/ST Cell**, stands reconstituted as follows:

Category	Name	Capacity
Two Senior Faculty members	Anti-Discrimination Officer (ADO)	Chairperson
	Director, Students' Affairs & Welfare	Member & Secretary
Four Faculty Members nominated by the Vice-Chancellor	Dr. Vidisha Vallabh, Associate Professor, Department of Community Medicine, HIMS	Member
	Dr. Vijay Kumar, Associate Professor, SBS	Member
	Dr. Ravi Kant, Assistant Professor, Department of Medical Physics, HIMS	Member
	Dr. Sonu Tomar, Associate Professor, Department of Anesthesiology, HIMS	Member
Four Students from Academic Units of the University, to be nominated by Director, Students' Affairs & Welfare	Ms. Bhavya Kalania, B.Pharm, Batch 2024, SPS	Member
	Mr. Mayank Chauhan, MBBS, Batch 2024, HIMS	Member
	Mr. Akash Pal, BBA, Batch 2023, SMS	Member
	Ms. Ada Fatima, MBBS, Batch 2024, HIMS	Member

2. Terms & Conditions:

S. No.	Clause	Details
1.	Quorum	½ of the total members
2.	Tenure of the Committee	Perpetual
3.	Tenure of the Chairperson	Not Applicable
4.	Tenure of Members other than ex-officio members	3 years
5.	Frequency of Meetings	At least once in a year.
6.	Meeting Notice and Agenda	The Secretary with prior approval of the Chairperson shall circulate the Meeting Notice and Agenda to all the members at least seven (7) working days prior to date of the meeting.
7.	Minutes of the Meeting	The Secretary shall record the minutes of the meetings and the same shall be signed by the Chairperson and the Secretary. A signed copy of the minutes of each meeting shall be forwarded to the members and the Registrar within three (3) working days from the date of the meeting.
8.	Duties and functions of the Committee	(a) To protect the welfare of SC/ST students and staff;
		(b) To help the SC/ST categories to integrate with the main stream of the University;

*[Signature]*  
09/08/2025

	(c)	To remove difficulties, if any faced by the SC/ST student and employee;
	(d)	To educate and develop awareness among the SC/ST student & employee about the various policies and programmes launched by the Central Govt., MHRD, UGC and State Govt. for the benefit of these students;
	(e)	To announce details of Govt. Scholarships through Circulars to the SC/ST students;
	(f)	Wherever required, to take up the problems of the SC/ST students and employees with the University authorities for amicable settlement;
	(g)	To act as a ' <b>Friendly Counsellor</b> ' to all SC/ST students and employees;
	(h)	To improve the learning levels of SC/ST candidates in order to bring them up to the general level of the other communities;
	(i)	Any other work assigned from time to time to promote higher education among SC/ST communities suffering economic, social and educational deprivations; and
	(j)	To resolve the grievances of SC/ST students & employees and render them necessary help in solving their academic as well as administrative problems.

This bears approval of the competent authority.

  
09/08/2024  
**Registrar**

**Copy to:**

Hon'ble President  
Hon'ble Vice-Chancellor  
Director General (Academic Development)  
Pro Vice-Chancellor  
Heads of all Constituent Academic Units - *to intimate all the departments under their control*  
Person(s) Concerned

*for kind information please*