



NIRMA
UNIVERSITY

NAAC ACCREDITED 'A' GRADE

NU/AC/CCM/EOC/16-3957
Date: 09.11.2016

CIRCULAR

- Read: 1. **UGC Letter no: 1-1/2016 (Secy) dated 29.01.16**
2. **Item No. 2(10) – Coordination Committee meeting – 05.10.2016**

Sub: **Formation of Equal Opportunity Cell**

It is, hereby, circulated for information of all concerned that, in pursuance to the UGC letter referred to at serial 1 above and the decision taken in the Coordination Committee meeting referred to at serial 2 above, the **Equal Opportunity Cell (EOC)** is formed under Nirma University to make education system inclusive and responsive to the needs and constraint of the disadvantaged social groups.

The constitution of EOC along with its aims and functions is attached herewith as **Appendix-A**.


Executive Registrar

Encl.: Appendix-A [Pages 1 to 4]

To,

1. All Heads of the Institution
2. Dy. Registrar: IT/IA&P, IM
3. Hon. HoD, Students' Welfare Activities

Copy to: Chief Coordinator-Students' Welfare Board, OS-IP/IS, P.A. to E.R.

- c.f.w.c. to:
1. Vice President
 2. Director General
 3. Director (A&GA)

NIRMA UNIVERSITY
EQUAL OPPORTUNITY CELL (EOC)

Preamble:-

Indian Society has rich diversity in terms of religion, caste and culture which is characterized by social division and this may lead to inequalities and create barriers to access the important resources to disadvantaged section of the society. These sections include Scheduled Caste, Scheduled Tribes, other backward classes, women, minorities and differently abled persons.

Education is an important instrument of social control which enriches human life materially as well as culturally. Education at grassroots level means freedom from ignorance which leads to freedom from exploitation and oppression. In this way, education is an important resource which must be distributed equally in terms of opportunities as its acquisition opens up other material resources such as wealth, status and excellence. So it is highly desirable to make education system inclusive and should be responsive to the needs and constraint of the disadvantaged social groups.

To cater this larger goal, Equal Opportunity Cell is set up under the aegis of Nirma University.

Aims and Objectives:-

- To identify the issues amongst the disadvantaged sections on the campus and to provide an enabling and non-discriminative environment for them.
- To promote inclusive policies and practices on the campus
- To ensure equality and equal opportunities to disadvantaged group on campus through proper implementation of policies, skills and programmes.



Functions of EOC:-

1. 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.
2. To make efforts to sensitize the academic community regarding the problems associated with social exclusion as well as aspirations of the marginalized communities.
3. To help individuals or a group of students belonging to the disadvantaged section of society to contain the problems related to discrimination.
4. To look into the grievances of the weaker section of society and suggest amicable solution to their problems.
5. 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.
6. To prepare barrier free formalities/procedures for registration of students belonging to the disadvantaged groups of society for various programmes in respective semester/terms as per University rules. (subject to the norms applicable to the respective programmes)

Advisory Committee:-

1. Chairman - Director General
 2. Director (A&GA) - Member
 3. Executive Registrar - Member Secretary
 4. All HoIs - Member
 5. HoD - Student Welfare Activities - Member
 6. Chief Coordinator - Member
- Student Welfare Board

Functions of Advisory Committee:-

1. to frame the guidelines to fulfill, monitor and implement the aforementioned functions of EOC.
2. to review the implementation of various schemes and programmes for the welfare of the disadvantaged and marginalized groups of the society and other related activities undertaken by the Institutes.
3. to review the grievance received and action taken by the concerned Institute level committee as per the mechanism developed to deal with such grievance.
4. to device the related activities for the welfare of the above referred group to be undertaken by the Institute and the University.

Review of Activities:-

The Advisory committee will meet at least once in 4 (four) month of duration to review the activity of Equal Opportunity Cell and implementation of the decision taken in the previous meeting.

Mechanism for dealing with the Grievances/Problems :-

In each Institute the HoI will constitute a committee for EOC at the Institute level as under;

- (i) Head of Institute - Chairman
- (ii) up to 3 HoD or Professor/Associate Professor as the case may be, to be nominated by the HoI.
- (iii) Co-ordinator – students activities
- (iv) Dy. Registrar/Assistant Registrar
- (v) Advisor (Member Secretary) – A faculty to be nominated by the HoI

Functions of Advisor:-

- (i) to oversee/monitor various welfare schemes/programmes sponsored by the Government of India/State Government, UGC or any agency/organization as

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well as those devised by the University for the disadvantaged groups for their effective implementation

- (ii) to work as member secretary for Institute level EOC
- (iii) to prepare the agenda within the framework of EOC
- (iv) to review the problems of different groups as mentioned under the functions of EOC and process the same at appropriate level
- (v) to prepare report of action taken by the Institute level committee and to report the same to University level Advisory committee through HoI concerned
- (vi) to maintain the record of Grievance, action taken including the final conclusion arrived at the Grievance concerned
- (vii) to convene the meetings of incharge of other committees/programmes dealing with social issues such as Gender Sensitization Committee against sexual harassment (GSCASH), National Service Schemes (NSS) etc. to review their activities
- (viii) the Advisor shall submit the progress/review report to the committee. The coordinators of SC/ST Cell; Remedial Coaching and other schemes/women's study centre, Population Education Cell etc. shall be closely associated with the EOC

