



Pimpri Chinchwad Education Trust's  
**Pimpri Chinchwad College of Engineering &  
Research Ravet, Pune**



**Academic Year:** 2022 - 23

**Minutes of Meeting (MoM)**

**Term:** I

**Meeting Agenda and Point for Discussion**

<b>Minutes of Meeting</b>	<b>DATE:</b> 26/09/2022	<b>TIME:</b> 4.00PM	<b>VENUE:</b> Conference Room
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<b>Chair person</b>	<b>Prof. Dr. Harish Tiwari</b>
<b>Type of Meeting</b>	OBC Cell
<b>MOM by</b>	Mr. Govind R. Suryawanshi

**ATTENDED BY:**

<b>Sr. No</b>	<b>Name of Staff</b>	<b>Designation</b>	<b>Department</b>
1	Prof. Dr. Harish Tiwari	Chairman	Principal
2	Mr. Govind Suryawanshi	Member Secretary	Computer Engg.
3	Ms. Rupali Patil	Member	Mechanical Engg.
4	Mr. Sachin Varpe	Member	First Year
5	Mr. Kishor Bhangale	Member	E & TC Engg.
6	Mr. Akshay Rahane	Member	Civil Engg.
7	Mr. Shubham Phuge	Member	Admin Office

**POINTS FOR DISCUSSION**

<b>1. Agenda Point: Briefing about OBC cell formation</b>	<b>Presenter:</b> Prof. Dr. Harish Tiwari
Discussion: Respected principal sir welcomed all members of OBC cell and informed about OBC Cell formation along with its objectives.	
Conclusion: - Objectives of OBC cell defined as <ul style="list-style-type: none"><li>➤ To aware the OBC students regarding various scholarships program of state and central government.</li><li>➤ To council and guide OBC students about various issues and help them to manage academic activities.</li><li>➤ To resolve problems related to OBC students.</li></ul>	
<b>2. Agenda Point: Eligibility and documents required for OBC scholarship.</b>	<b>Presenter:</b> Prof. Dr. Harish Tiwari
Discussion – As per the state and central government police regarding OBC scholarship, the list of required documents is prepared and eligibility of students also mentioned.	



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**Conclusion- Document list for OBC scholarship**

- Caste (OBC) certificate.
- Matriculation certificate (Photocopy).
- Passport size photographs.
- Certificate of domicile of Punjab.
- Student's Aadhaar card.
- Parent's Aadhaar cards.
- Bank passbook (Photocopy).
- Gap certificate, if any (Attested by Notary Public).
- Income from all sources should not be more than Rs. 1,00,000/-per Annum (Attested by Tehsildar).
- In father less case, student can apply through mother's income certificate. In case of death of both mother and father, student can apply through guardian. The guardian has to give the affidavit.

**Action Taken**

Student Notice prepared and circulated dated 24.09.2022 with reference to <https://mahadbtmahait.gov.in>

**Agenda Point:** Discussion about how to inform students about this scholarship

**Presenter:** Mr. Govind Suryawanshi

Discussion – Anonymously Following ways recommended by members of Cell

- Display on notice board.
- Class announcements.
- Display on college website.
- WhatsApp and Gmail groups


**Conclusion- Broadcasting of announcements of state and central government regarding OBC Scholarship through above mentioned ways**

Action Taken	Person Responsible
Time to Time notices were circulated	OBC cell and Office

Meeting ended with vote of thanks to chair person

  
Mr. G. R. Suryawanshi  
Member Secretary



  
Prof. Dr. Harish Tiwari  
Principal