

DPU

Dr. D. Y. PATIL VIDYAPEETH, PUNE

(Deemed to be University)

(Re-accredited by NAAC with a CGPA of 3.62 on a four point scale at 'A' Grade)
20th rank in **Medical Category** and 46th rank in **University Category** in India (NIRF-2019)
(Declared as **Category - I University** by UGC Under Graded Autonomy Regulations, 2018)
(An ISO 9001 : 2015 and 14001 : 2015 Certified University)

Standard Operating Procedure of DPU Minority and OBC Cell



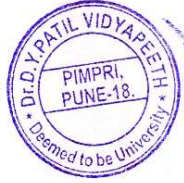
Approved by the Board of Management at its meeting held on
12th July 2019 vide its resolution No. BM-19 (iv)-19.

NOTIFICATION

In pursuance of the resolution passed by the Board of Management at its meeting held on 12th April 2019, in its resolution no. BM-19 (iv) - 19 and the decision taken by the Vidyapeeth Authorities.

It is hereby notified for information of all concerned that the Dr. D. Y. Patil Vidyapeeth, Pune has published Standard Operating Procedure of Minority and OBC Committee for your information and record.

The SOP for Minority and OBC Committee will serve as detailed guideline for the programme of the Minority and OBC and will be useful to all the concerned. This will come into force with immediate effect.



(Dr. A.N.Suryakar)

Registrar
REGISTRAR

DR. D. Y. PATIL VIDYAPEETH PUNE.

Copy to;

1. P.S. to Chancellor for the Kind information of Hon'ble Chancellor, Dr. D. Y. Patil Vidyapeeth Pune.
2. P.S to Vice Chancellor for the Kind information of Hon'ble Vice Chancellor, Dr. D.Y.Patil Vidyapeeth Pune.
3. Director (IQAC)
4. All the Heads of the Institutes
5. Web master for uploading on website

Encl; as above

**STANDARD OPERATING PROCEDURE (SOP) FOR MINORITY AND OBC CELL OF
Dr. D. Y. PATIL. VIDYAPEETH (DEEMED TO BE UNIVERSITY) PUNE**

WHEREAS, the UNIVERSITY GRANTS COMMISSION, (Institution Deemed to be Universities) Regulation 2019, (herein after in this SOP referred as Regulations) has been published in the Gazette Notification of India by the Authority, University Grants Commission.

AND WHEREAS the provision of sub clause 10.07 sub-sub clauses 10.07.1 and 10.07.2 of the Regulations provides that the Board of Management shall be the principal organ of management and the apex executive body of the Institution Deemed to be University, with powers to make rules and shall be the final decision making body in respect of every matter including academic, administrative, personnel, financial, development matters of Institution Deemed to be Universities.

AND WHEREAS making of such provisions enabling the Constituent Units of the Vidyapeeth ensures that every individual inside the campus exercise equal rights and acquire in the process of offering or receiving education without any Discrimination.

AND WHEREAS, As per UGC Regulations 2019 vide clause No. 19.0 (X) (c) Dr. D.Y Patil Vidyapeeth Pune (Deemed to be University) and its Constituent Institutes/ Colleges should constitute the Minority and OBC Committee. The Committee should meet twice in a year or as and when necessary and actions taken on decisions are to be reviewed in the subsequent meeting.

WHEREAS, Dr. D.Y Patil Vidyapeeth Pune (Deemed to be University), is committed to ensures that the, equity and social justice prevails for all and that the University is committed to provide its students, quality higher education without any discrimination. To make sure that the students do not face any discrimination in the Vidyapeeth. The Dr. D.Y Patil Vidyapeeth Pune (Deemed to be University), and its constituent Institutes/ Colleges have to constitute Minority and OBC Cell.

WHEREAS, Dr. D.Y Patil Vidyapeeth Pune (Deemed to be University), is committed to provide an environment that promotes diversity and respects everyone regardless of colour, religious belief or cultures. While maintaining diversity of all kinds, it also commits to ensuring protection of everyone

including Minority and OBCs and acting as per the provisions of constitution of India in such matters. In order to create a living and working environment where all students feel safe and respected and with a view to ensure implementation of the affirmative policy of UGC.

The Minority and OBCs Cell provide comprehensive, preventive and proactive services to all such students enrolled for various academic programmes in the Institute/ Vidyapeeth. The goal of the cell is to enhance the psychological wellbeing of Minority/OBC students at Dr. D.Y Patil Vidyapeeth Pune (Deemed to be University), and its Constituent Institutes/ Colleges so they can take full advantage of the educational opportunities at the Vidyapeeth.

OBJECTIVES:

- To provide prompt counseling for any emotional emergencies arising on account of any events at the campus.
- The Minority Cell exclusively looks after the work related to Minorities matters only.

COMPOSITION OF THE COMMITTEE

The Committee will consist of 6 members as follows;

Head of the Institute - Chairperson

Two Teaching Members

Two non teaching Members

Member Secretary.

50% of the Members will be from Minority/ OBC category.

The Committee is responsible for looking into any complaints filed by students and staff about any discrimination, if any, happening inside the college/Institute premises of Dr. D. Y. Patil Vidyapeeth, Pune.

The committee will meet twice in a year or whenever required.

The Committee members name should be displayed on website of the Vidyapeeth/Institute, on Notice Board and should be affixed at prominent places of the Campus.

PROCEDURE

The complaints must be in writing from the Aggrieved person of Minority/OBC which should be addressed to concerned committee.

A complaint about the discrimination or harassment must specify whether the discrimination or harassment is alleged to have taken place within institution/ Vidyapeeth campus.

The complaint shall include sufficient details of the alleged act of discrimination or harassment with the details of the Complainant.

The committee has to fix the hearing date by intimating to the complainant.

The Complainant and the person against whom the complaint is filed, should be called before the committee and the committee should hear both the sides in detail.

The committee after hearing has to submit its recommendations to the Disciplinary Authority.

The Disciplinary authority will take appropriate action as per the recommendations of the Committee.

The complaint received by the Committee should be resolved maximum within 30 days from the date of receipt of the complaint.

FUNCTIONS

1. To look after all affairs related to Minority/OBC.
2. To look after the related matters (if any) of depriving a student / staff or group of students on the basis of caste, creed, language, ethnicity.
3. To uphold the dignity of the Dr. D.Y Patil Vidyapeeth Pune (Deemed to be University), and its Constituent Institutes/ Colleges, by addressing the concerns (if any) brought into the notice related to equality in offering or receiving education inside the Dr. D.Y Patil Vidyapeeth Pune (Deemed to be University), and its Constituent Institutes/ Colleges.
4. To eliminate discrimination, if any, against or harassment of any individual in all forms by prohibiting it and by providing preventive and protective measures to facilitate its eradication and punishments for those who indulge in any form of discrimination or harassment.

PENALTY CLAUSE

If the person found guilty against whom the complaint is filed the Disciplinary Authority of the Institute / Vidyapeeth may impose the following penalty;

1. Minor Penalties:

- Warning or,
- Caution, Censure or reprimand
- Cancellation/ Withheld Scholarship/Award/Prize/Medal.
- Withholding or stoppage of increment without cumulative effect.
- Withholding promotion for a period not exceeding one year.

2. Major Penalties:

- Demotion to a lower grade or reduction in post or to a lower stage in a time scale of pay for a specified period or permanent reduction in rank.
- Suspension from Institution/Hostel.
- Expulsion from the Institution/Hostel.
- Temporary annulment from the Hostel/Institution.
- Termination, by way of removal, dismissal from service.
- Rustication from the Institution.

Sd/-
(Dr. A.N. Suryakar)
Registrar



Dr. D.Y. PATIL VIDYA PEETH, PUNE
(DEEMED UNIVERSITY)

