



डॉ. जी. एस. चौहान
संयुक्त सचिव

Dr. G. S. Chauhan
Joint Secretary



विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

D.O.No.1-2/2024(SCT/Circular)

10 January, 2025
E- 139368

Subject: Establishment of Equal Opportunity and SC/ST Cells in HEIs and Submission of Data on Grievance Redressal -reg.

Respected Madam/Sir,

As you are aware that India is a diverse country. Recognizing education as a critical tool for achieving social and economic equality and with a view to address unique challenges faced by the Disadvantaged groups, including Scheduled Castes (SC), Scheduled Tribes (ST), Other Backward Classes (OBC – non-creamy layer), Women, Minorities, and Differently Abled Persons in accessing opportunities, the University Grants Commission (UGC) has been consistently promoting initiatives to ensure equitable access to higher education for all.

In compliance with the Hon'ble Supreme Court's directives in a Public Interest Litigation (PIL) regarding caste discrimination in Higher Educational Institutions (HEIs), UGC has been instructed to collect and submit data from all HEIs concerning the implementation of the UGC (Promotion of Equity in Higher Educational Institutions) Regulations, 2012. You may also be aware that the UGC has recommended the establishment of Equal Opportunity Cells (EOCs) in all HEIs to address disparities, support marginalized communities and sensitize about their rights envisioned in the Constitution.

In this regard all HEIs are requested to establish an Equal Opportunity Cell and SC/ST Cell to ensure the effective and transparent redressal of grievances of the disadvantaged groups. To assist this initiative, the UGC is preparing a database of important aspects, which are crucial to the protection of the rights and interests of the Disadvantaged groups and addressing their complaints and grievances. You, are therefore, requested to submit the requisite information in the prescribed format through the Google link i.e. <https://docs.google.com/forms/d/e/1FAIpOLSfaU4y0yC5nFGu6DTAePa0NFK3xfXY5VnJh4J1glii3c8Tz6w/viewform> latest by 20.01.2025 positively.

With kind regards,

Yours sincerely,

(G. S. Chauhan)

**The Vice-Chancellors of All Universities
The Principals of All Colleges**





COLLEGE OF PHYSIOTHERAPY

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Approved By : Govt. of Maharashtra Affiliated to : Maharashtra University of Health Sciences (MUHS),Nashik &
Maharashtra State OTPT Council, Mumbai

Date- 11/02/2026.

Equal Opportunity Cell (EOC)

Composition of the Equal Opportunity Cell

Name	Department	Position	Contact
Dr. Abhijit Satarkar	Principal	Chairman	9890134388
Dr.Nitin Wagh	Associate Professor	Convener	8976515070
Dr.Mudita Chavan	Assistant Professor	Member	8976724584
Dr.Neelakshi Pole	Assistant Professor	Member	747746664
Dr.Harshada Bhalerao	Assistant Professor	Member	7083176981

About the Equal Opportunity Cell

The Equal Opportunity Cell (EOC) of AIMS College of Physiotherapy addresses the ongoing challenges faced by students and staff belonging to Scheduled Castes (SC), Scheduled Tribes (ST), Other Backward Classes (OBC), minority communities, and Persons with Disabilities (PwDs).

The primary objective of the Cell is to empower and support these individuals to participate fully and equitably in the academic, intellectual, social, and cultural life of the institution.

The College is committed to equality in education and welfare for teaching and non-teaching staff and students. It ensures a safe environment free from discrimination, harassment, bullying, and victimization, in alignment with legal and ethical standards.

Aim

The Equal Opportunity Cell serves as a pillar of social justice within the institution. It is dedicated to creating opportunities for students with disabilities to realize their full potential and promoting awareness about the needs of underrepresented sections of society.

Scope

The scope of the Equal Opportunity Cell includes creating an atmosphere of equality with special support for disadvantaged groups, promoting inclusive academic discourse, conducting awareness activities, and ensuring accessibility across campus.

Objectives

- Ensure effective implementation of equal opportunity principles.
- Safeguard the interests of students without prejudice.
- Promote equality and eliminate discrimination.
- Implement barrier-free infrastructure guidelines.
- Encourage diversity and inclusive practices.
- Conduct awareness programs.
- Facilitate grievance redressal.
- Disseminate information regarding welfare schemes.

Roles and Responsibilities

- Coordinate equality-focused programs.
- Maintain relevant data of marginalized groups.
- Act as a grievance redressal body.
- Ensure adherence to government and UGC guidelines.
- Conduct sensitization and awareness programs.
- Monitor welfare schemes and grant utilization.

Functions

- Promote equity and social inclusion.
- Enhance diversity among students and staff.
- Foster a harmonious academic environment.
- Address grievances of disadvantaged groups.
- Disseminate information about welfare initiatives.


(Dr. Nitin Wagh)
Convener.


VICE PRINCIPAL
AIMS College of Physiotherapy
At-AIMS Foundation, Vadavli
Dombivli(E)


PRINCIPAL
AIMS College of Physiotherapy
At-AIMS Foundation, Vadavli
Dombivli (E)





Date- 11/2/20.

EQUAL OPPURTUNITY CELL

STANDARDS OPERATING PROCEDURE (SOP)

1. Purpose

This Standard Operating Procedure (SOP) outlines the structured framework for the establishment, functioning, and monitoring of institutional committees and administrative setup at AIMS College of Physiotherapy. The purpose is to ensure transparency, accountability, and effective implementation of institutional policies for SC/ST Cells and Equal Opportunity Cells to address grievances and ensure the welfare of disadvantaged groups.

2. Scope

This SOP applies to all committees, administrative units, faculty members, and staff involved in institutional governance and operational setup at AIMS College of Physiotherapy.

3. Objectives

- To establish a systematic administrative and academic framework.
- To define roles and responsibilities clearly.
- To ensure compliance with regulatory and statutory guidelines.
- To promote effective communication and documentation.
- To facilitate periodic review and continuous improvement.

4. Constitution of Committee

The committee shall be constituted by the Principal with clearly designated roles such as Chairperson, Convener, and Members. The composition shall be officially notified and documented.

5. Roles and Responsibilities

Chairperson:

- Provide leadership and strategic direction.
- Approve policies and review implementation.

Convener:

- Coordinate meetings and activities.
- Prepare agenda and maintain records.

Members:

- Participate in discussions and decision-making.
- Assist in implementation of resolutions.

6. Meeting Procedures

- Meetings shall be conducted periodically as decided by the Chairperson.
- Notice and agenda shall be circulated in advance.
- Minutes of the meeting shall be recorded and approved.
- Action Taken Report (ATR) shall be reviewed in subsequent meetings.

7. Documentation and Record Maintenance

- Maintain attendance records of meetings.
- Preserve minutes, resolutions, and supporting documents.
- Ensure proper filing for audit, NAAC, and statutory purposes.

8. Monitoring and Review

- Periodic evaluation of implementation status.
- Submission of progress reports to the Principal.
- Continuous improvement based on feedback and regulatory updates.

9. Compliance

All procedures shall comply with guidelines issued by statutory bodies, regulatory authorities, and institutional policies.

10. Effective Date

This SOP shall come into effect from 11th February 2026 and remain valid until revised.

Approved By:



Dr. Abhijit Satralkar

Principal

AIMS College of Physiotherapy

PRINCIPAL

AIMS College of Physiotherapy

AIMS Foundation, Vadavli

Dombivli (E)

