



Ref. No.: RU/AHM/RO/ 2025/74

Date: Monday, 25 August 2025

## CIRCULAR

### Constitution of Other Backward Classes Cell

In pursuance of the guidelines issued by the University Grants Commission (UGC) and in accordance with the Government of India norms for the welfare of students and staff belonging to the Other Backward Classes, Rai University, Ahmedabad reaffirms its commitment to ensuring social justice, equity, and equal access to all academic, administrative, and employment opportunities.

#### Responsibilities:

1. **Implementation & Compliance** – Ensure adherence to UGC, Government of India, and State Government guidelines pertaining to the welfare of OBC students and staff.
2. **Grievance Redressal** – Receive, review, and recommend solutions for complaints of discrimination or denial of benefits/reservations.
3. **Awareness & Information Dissemination** – Conduct orientation programmes, workshops, and awareness campaigns about various schemes, scholarships, and facilities available to OBC students.
4. **Guidance & Support** – Facilitate access to academic, financial, and infrastructural resources to enable equal participation of OBC students in curricular and co-curricular activities.
5. **Monitoring & Reporting** – Maintain updated records of OBC students and staff, review policy implementation, and submit periodic reports to the competent authority.
6. **Advisory Role** – Suggest policy measures and initiatives for enhancing opportunities, removing barriers, and improving representation of OBC students and staff.

#### Composition:

| S.No. | Name                                                                         | Designation | Email                          |
|-------|------------------------------------------------------------------------------|-------------|--------------------------------|
| 1     | <b>Mr. Veerendra Singh Nagoria</b><br>(I/C) Controller of Examination        | Chairperson | coe@raiuniversity.edu          |
| 2     | <b>Ms. Atitee Patel</b><br>Assistant Professor,<br>Rai School of Design      | Member      | atitee.patel@raiuniversity.edu |
| 3     | <b>Mr. Aditya Yadav</b><br>Assistant Professor,<br>Rai School of Engineering | Member      | aditya.yadav@raiuniversity.edu |

| S.No. | Name                                                                   | Designation      | Email                           |
|-------|------------------------------------------------------------------------|------------------|---------------------------------|
| 4     | <b>Ms. Jayalekshmi M</b><br>Assistant Professor,<br>School of Pharmacy | Member           | jayalekshmi.m@raiuniversity.edu |
| 5     | <b>Ms. Jyoti Verma</b><br>Associate Professor,<br>School of Pharmacy   | Member Secretary | jyoti.verma@raiuniversity.edu   |

The quorum will be of minimum **THREE** members.

This circular has been issued with the approval of the competent authority. It shall take effect immediately, supersedes all previous communications on the subject, and shall remain in force until further orders.

For  
  
**For, Rai University**  
**Registrar**

**Registrar**

**Copy to:**

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|---------------------------------------------------|----------------------------------------|
| 1. Provost Office                                 | 8. Transport                           |
| 2. All Deans/HoDs of respective School/Department | 9. Human Resource                      |
| 3. Admissions and Outreach Cell                   | 10. IQAC                               |
| 4. Controller of Examination                      | 11. Student Section                    |
| 5. Librarian                                      | 12. Concerned members- for information |
| 6. Head Administration                            | 13. Website                            |
| 7. Information Technology                         | 14. Notice Board                       |