

SANT BABA BHAG SINGH UNIVERSITY
Office of the Deputy Director, Student Welfare (Girls)

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Ref. No. SBBSU/SW(G)/2026/07

Dated: 19/08/2026

MEETING CIRCULAR

Subject: Meeting of Conveners/Coordinators of University Committees/Cells and Student Support Services regarding SAKHI-G Programme.

A meeting of the Conveners/Chairpersons/Coordinators of the concerned University Committees/Cells and Student Support Services is scheduled to discuss and coordinate the arrangements for **SAKHI-G: Student Awareness, Knowledge, Help & Inclusion – An Orientation-cum-Awareness Programme on Student Welfare Services for Newly Admitted Girl Students**, scheduled to be organised on **01 & 02 September 2026**.

The meeting will focus on ensuring that the concerned representatives are able to make **brief, focused and student-oriented presentations/interactions** during the SAKHI-G sessions and clearly apprise students of the role of their respective committees/services and the procedure for seeking assistance.

The following Conveners/Coordinators/Representatives are requested to attend the meeting:

1. Internal Complaints Committee (ICC) / Special Cell- Dr. Jagdeep Kaur
2. Anti-Ragging Committee- Sh. Rajinder Kumar, Registrar/representative
3. Students Counselling Committee- Dr. Jagdeep Kaur
4. Student Mental Health Monitoring Committee- Dr. Harpreet Kaur
5. Grievance Redressal Committee-Dr. Shweta Singh
6. Gender Champion Scheme Implementation Committee: Ms. Shaina Parmar
7. Medical Emergency / Medical Support Committee- Convenor/representative
8. Girls' Hostel Management Committee: Dr. Gurmanik Kaur
9. Security / Campus Safety Support: Sub. Major Shaminder Singh
10. Transport Assistance / Facilities: Captain Sukhdev Singh/representative
11. NCC: Dr. Mohan Lal
12. Training & Placement: Dr. Jagteshwar Singh
13. Youth Welfare/ Cultural Activities: Ms. Shaina Parmar
14. Sports: Dr. Amarjit Singh/representative
15. Any other committee/cell whose activities are relevant to the welfare, safety, development or participation of girl students

Agenda of the Meeting

The meeting will, inter alia, discuss:

- Finalisation of the **institute-wise SAKHI-G programme schedule** for 01 & 02 September 2026.
- Brief introduction of the mandate and role of each concerned committee/cell/service.

- Identification of the **Resource Person/Committee Representative** for the respective session.
- Preparation of **short presentations/interaction points** for newly admitted girl students.
- Information regarding the appropriate **contact point/procedure for approaching each committee/service**.
- Coordination of presentations so that the same information is not repeated by different committees.
- Suggestions for making the programme **interactive, student-friendly and useful for newly admitted girl students**.

Each concerned Convener/Coordinator/Representative is requested to come prepared with **2-3 key points regarding the role of the respective committee/service, the situations in which students may approach it, and the mechanism through which students can seek assistance**.

The meeting is also intended to facilitate **coordination among the concerned committees and the Office of Student Welfare (Girls)** for effective conduct of the programme.

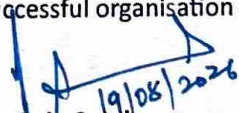
Meeting Details

Date: 20 Aug. 2026

Time: 02: 00 PM

Venue: Conference Room

All concerned are requested to attend the meeting positively and extend their cooperation for the successful organisation of **SAKHI-G**.


Dr. Anju Sood

Deputy Director, Student Welfare (Girls)

Sant Baba Bhag Singh University

Copy to:

1. Hon'ble Vice-Chancellor, SBBSU – for kind information.
2. OSD to Hon'ble Chancellor, SBBSU- for kind information.
3. Registrar, SBBSU – for kind information.
4. Dean Academics- for kind information.
5. All Conveners/Chairpersons/Heads of the concerned Committees/Cells related to Student Welfare and Student Support Services, as listed in the University notification no. **SBBSU/26/1124 dt. 06/08/2026**- for information and necessary coordination/participation. (via WhatsApp Group).
6. Website In-charge – for information and uploading on the University website's Circulars/ Notices panel **linked with O/o Student Welfare (Girls)**.
7. Office Record.