

RAJAGIRI COLLEGE OF SOCIAL SCIENCES (AUTONOMOUS)

Minutes of the first meeting of the third Academic Council of RCSS (Autonomous) held at 11.00 AM on 24th Nov 2018 (Saturday) at the Rajagiri Business School, Kakkanad, Kochi

AGENDA

AC 3. 1/1	Confirmation of the minutes of the previous meeting held on 26-04-2018
AC 3. 1/2	Action Taken Report
AC 3. 1/3	Reporting
AC 3. 1/4	Revised syllabus of MSW programme for 2019-20
AC 3. 1/5	Changes in syllabus of common course – English for Model-I B.Com programme
AC 3. 1/6	Changes in core courses of B.Com, BSW and BBA programmes
AC 3. 1/7	Approval of minutes of the meetings of various Board of Studies.
AC 3. 1/8	Nomination of two teachers each to the BOS
AC 3. 1/9	Other items admitted by the Chair

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Minutes of the first meeting of the third Academic Council of RCSS (Autonomous) held at 11.00 AM on 24th Nov 2018 (Saturday) at the Rajagiri Business School, Kakkanad, Kochi

Members present

01.	Dr. Binoy Joseph	Chairman
02.	Dr. Joji Alex	Member
03.	Dr. Anish K R	Member
04.	Dr. Bindiya M. Varghese	Member
05.	Sr. Dr. Lizy P J	Member
06.	Dr. Joseph K X	Member
07.	Prof. Jogy Alex	MGU Nominee
08.	Dr. Tomy Joseph	MGU Nominee

Special Invitees

01. Fr. (Dr.) Mathew Vattathara CMI
02. Dr. Joseph I Injodey

Leave of Absence

01	Dr. S P Sudheer	MGU Nominee
02	Dr. Baby M D	Member
03	Dr. Veeva Mathew	Member
04	Dr. Manoj Mathew	Member
05	Fr. Dr. Saju M D	Member-Secretary

The meeting started with a silent prayer.

Welcome

The Director of the Rajagiri Institutions Fr. Dr. Mathew Vattathara CMI, extended a warm welcome to the members of the Academic Council.

After this, the agenda was taken up for discussion.

Item No. AC 3. 1/1 Confirmation of the minutes of the previous meeting held on 26-04-2018.

The Chairman presented the minutes of the previous meeting held on 26th April, 2018.

As the members found no issues which needed to be resolved, the minutes of the previous meeting held on 26-04-2018 were passed unanimously.

Items No. AC 3. 1/2 Action Taken Report

(a) Conduct of supplementary examination to UG programmes:

On the basis of the resolution of the last meeting, the proposal for conducting supplementary examinations for the failed candidates of final semester was forwarded to MG University. The University vide its Order dated 23-06-2018 granted permission to conduct special supplementary examinations only for the failed candidates of Vth semester of UG programmes and the other examinations would continue to follow the existing regulations.

Accordingly, the College issued notification for the conduct of special supplementary examinations of Vth semester for the failed candidates of UG programmes. In response to the notification, four candidates submitted applications and three candidates appeared for the examination. However, when the results were published, only one student was declared passed.

(b) Marginal increase of seats to UG & PG programmes:

Considering the demand for admission to various programmes, a request was made to the MG University for granting marginal increase of seats to such programmes. The request was considered and sanction was accorded by the MG University except for MHRM programme in June 2018.

(c) Submission of revised syllabi of MBA, MHRM & MCA programmes:

As resolved in the last meeting, the request for introducing the revised syllabi of MBA, MHRM & MCA programmes from the academic year 2019-20 was submitted to the MG University on 29-08-2018 for approval.

(d) Introduction of new M.Sc. programme during 2019-20:

The proposal for introduction of M.Sc Computer Science with Data Analytics as specialization along with its scheme and syllabus was submitted to the MG University for

commencing the programme in 2019-20. The University after considering the syllabus of M.Sc Computer Science with Data Analytics as specialization suggested certain modifications in the syllabus including certain elaborations and clarifications on certain courses. The same has been discussed in detail by the last Board of Studies of Computer Science held on 17-11-2018.

- (e) Permanent increase of existing seats of MCA from 45 to 60 as approved by AICTE:
As per the approval granted by AICTE, the proposal for enhancement of intake from 45 to 60 in MCA programme was submitted to the MG University. The University vide its letter dated 19-09-2018 returned the same stating that the last date for receiving the proposal for 2018-19 was August 2017. Now another request for considering the same for 2019-20 has been submitted to the MG University.

The Chairman explained the action taken on the above resolutions of the previous meeting.

The members expressed satisfaction over the Action Taken Report.

Items No. AC 3. 1/3 Reporting

The Chairman reported the major academic activities of the College after the last meeting including the visit of the expert members of the CPE Scheme and the MHRD team headed by the Secretary of MHRD and Additional Chief Secretary of the Govt. of Kerala.

- (a) Permission to continue B.Sc Psychology under Model-I stream:

Application for the conduct of B.Sc. Psychology programme under Model-II stream was submitted in 2016 and commenced the same in 2016 as per the orders of Hon. High Court of Kerala. As the B.Sc. Psychology Model-II stream was not offered under MG University, permission was sought for the conversion of the same to B.Sc. Psychology Model-1 stream. Now the MG University has accorded permission for the conduct of B.Sc. Psychology under Model-I stream with effect from 2016-17 onwards (Ref. MGU Order No.6203/AcBVII/2/2018 dated 20-08-2018).

- (b) Rashtriya Uchchatar Shiksha Abhiyan (RUSA) Funding

The Government has sanctioned Rs. 5 Crore under RUSA project. Out of the total grant, Rs. 3 Crore will be released by Central Govt. An amount equal to 40% of Rs. 2 Crore will be released by the State Govt. and remaining of the 60% shall be met by the College itself. A State level meeting of the same was conducted on 24-10-2018 at Thiruvananthapuram.

(c) MG University Order for discontinuation of M.Phil programme (Social Work) conducted under Self Finance Stream

The M.Phil programme started with the approval of MG University is being run since 2016. The programme is run as per the guidelines issued by the MG University based on the regulations issued by the UGC in 2016. Now, the MG University vide its Order dated 13-07-2018 has directed to discontinue the conduct of M.Phil programme with effect from 2018 onwards.

We had completed the admissions and commenced the classes on 4th July 2018, limiting the intake to seven (07) candidates as per the guidelines of the MG University / UGC. The MG University issued the order for discontinuation of the M.Phil programme abruptly on 13-07-2018.

Considering the interest of the students already admitted, a request was forwarded to the MG University for permission to run the programme till the end of the academic year 2018-19 as against the University Order.

(d) Inclusion of the College with Potential for Excellence (CPE).

The College has been awarded the CPE status under the scheme “College with Potential for Excellence.” The following experts have been nominated by the UGC to serve as members on the Advisory Committee of the College:

- 1) Prof. (Ms) H.S. Anitha,
Professor & Dean, Department of Commerce
Davengere University, Davengere, Karnataka
- 2) Dr. (Sr.) Christina Bridget, A
Principal, Holy Cross College (Autonomous)
Tiruchirapally, Tamil Nadu

The first meeting of the Advisory Committee is scheduled to be convened on 23rd Nov 2018.

(e) Swatchhtha Ranking

The College has been listed by the MHRD for inclusion under Swatchh Bharat Ranking among the Colleges. An inspection team of the UGC visited the College Campus (both at Kalamassery & Kakkanad) on 19-09-2018 and interacted with the Faculty and students. The Inspection team expressed satisfaction on the facilities available for waste management system, Biogas Plant, Sewage Treatment system, etc. and other facilities provided for the student-centric atmosphere for holistic learning. The

College has been invited to the annual function and for a presentation (only two colleges from Kerala State) at New Delhi on 01-10-2018.

(f) Issuance of show-cause notice by the MG University

With the introduction of autonomy, syllabi of certain programmes were revised and submitted for approval in April 2015 with slight modifications in MSW, BSW, MCA & M.Phil programmes. As no reply to the proposal was received as stipulated in the MGU Act 1985 (Amended – Section 118 (3), the College commenced the programmes as per the revised syllabi in June 2015. Subsequently, Orders have been issued by the MG University granting approval to the revisions made in the scheme and syllabi of all programmes on 21-02-2017. The College conducted the semester examinations accordingly and published the results.

The MG University, then issued a show-cause notice on 21-05-2018 to the College stating that the College had violated the conditions as per the MG University Act and conducted the MSW classes as per the revised syllabus of MSW programme in 2015.

The University issued the show-cause notice without considering or modifying the orders issued on 27-02-2017 and a detailed reply has been submitted for resolving the decision. But the University further issued an order for the appearance of the Principal before the Affiliation Committee on 05-10-2018. The Principal along with the Controller of Examinations appeared before the Affiliation Committee of the University and explained the facts and circumstances which led to the situation.

Now, the University on 24-10-2018 issued an Order to remit Rs.10 Lakhs (Rupees ten lakhs only) as penalty for regularizing the scheme & syllabi implemented by the College for deviating from the University pattern. As per the above direction, Bank Guarantee for the same has been furnished to the University.

(g) Issuance of another show-cause notice by the MG University:

Considering the demand for admission to various programmes in 2017, a request for granting marginal increase of seats to various programmes was submitted to MG University before the commencement of the classes in June 2017. In anticipation of the approval, we admitted seven (07) more students as done in previous years. But the approval was granted to all programmes except MHRM. The admission of seven students beyond the sanctioned strength was questioned by the University and a show cause notice was issued. In reply to the show cause notice, an explanation was submitted with an apology along with a request to regularize them.

After the hearing by the Affiliation Committee of the Syndicate, the University issued an Order to remit Rs. 1,75,000/- (Rupees one lakh seventy five thousand only) as penalty for the excess admission made by the College

The members noted the various activities carried out by the College.

Items No. AC 3. 1/4 Revised syllabus of MSW programme for 2019-20

Dr. Anish K. R. presented the summary of revisions proposed for the MSW programme. As the MG University rejected the MSW syllabus submitted earlier to MG University for 2018-19 and a request for retaining the evaluation pattern in the ratio of 40:60 (Internal – External) instead of 25:75 was resubmitted to MG University for reconsideration of its earlier decision. However, considering the delay in implementation of the revised syllabi of MSW, the Board of Studies (BOS) at its meeting held on 17-11-2018 re-arranged the scheme & syllabus at par with the existing regulations of MSW programmes offered by the MG University and recommended to approve by the Academic Council.

After considering the recommendations of BOS of Social Work, it was resolved to approve the revised scheme and syllabus of MSW as per the observations made by the MG University effective from the academic year 2019-20.

Items No. AC 3. 1/5 Changes in syllabus of common course – English for Model-I B.Com programme

The B.Com degree programme under Model-I stream (CBCSS) is being conducted as per the scheme and syllabus prescribed by the M G University from 2017 admissions. Now, the MG University vide its Order dated 23-08-2018 has modified certain courses in the common course in 1st Semester English with effect from 2018 June onwards.

The Academic Council may please grant approval for the implementation of the same.

The Academic Council resolved to approve the revision effected in the syllabus of common course – English for Model-I B.Com programmes of the College.

Items No. AC 3. 1/6 Changes in core courses of B.Com, BSW and BBA programmes

We are conducting the above programmes as per the scheme and syllabi of MG University implemented with effect from 2017 admission. The MG University vide its Order dated 08-06-2018 and 01-10-2018 has modified certain core papers in (a) IIIrd Semester B.Com (b) Vth & VIth Semester BBA and (c) IVth Semester BSW programmes.

The above changes incorporated are to be approved for implementation.

The Academic Council resolved to implement the revision / modifications effected in the core papers of B.Com, BBA and BSW by the MG University as we are following the same scheme & syllabus.

Items No. AC 3. 1/7 Approval of minutes of the meetings of various Board of Studies.

The Chairman of the Academic Council invited the Chairpersons of the BOS of respective programmes to present the minutes of the last meeting of various BOS held on 17th& 19th Nov 2018.

Items No. AC 3. 1/7.1

Dr. Joji Alex N., the Chairperson of BOS of Business Administration read out the minutes of BOS meeting and explained the major areas of the revisions presented before the MG University for approval. The Chairman also presented the panel of examiners for approval by the Academic Council.

The Academic Council resolved to approve the minutes of BOS held on 17-11-2018.

Items No. AC 3. 1/7.1.2

In the absence of the Chairperson of BOS of HRM, Mr. Manoj Menon, Member of BOS presented the minutes of the BOS meeting held on 17-11-2018 and requested to approve it.

After deliberation, it was resolved to approve the minutes of BOS held on 17th Nov, 2018.

Items No. AC 3. 1/7.1.3

The Chairman of BOS of Social Work, Dr. K R Anish presented the minutes of the BOS meeting held on 17-11-2018. It was explained that though we had submitted the revised syllabus of MSW programme to the MG University the same was rejected citing the differences in the distribution of internal and external marks in comparison with the MG University regulations. Now, the BOS has changed the scoring pattern as per the MG University norms and requested to approve the same for onward submission to the MG University.

The Academic Council discussed and resolved to approve the minutes of BOS including the revision effected in the scheme and syllabus of MSW programme following the M. G. University pattern.

Items No. AC 3. 1/7.1.4

The Chairperson of the BOS of Computer Science, Dr. Bindiya M. Varghese read out the minutes of the BOS meeting held on 17-11-2018 and explained the revisions made in the scheme & syllabus of the M.Sc Computer Science programme.

It was explained that the Scheme & Syllabus of M.Sc Computer Science with Data Analytics as specialization was submitted to the MG Unuiversity for approval. But the same was returned with certain observations in comparison to the M.Sc Computer Science programme of the MG University. Now, the BOS has incorporated necessary changes as per the observations made by the MG University and requested to approve the same for onward submission to the MG University

After due deliberation, the Academic Council resolved to approve the minutes of BOS and revision effected in M.Sc. Computer Science with specialization in Data Analytics.

Items No. AC 3. 1/7.1.5

As the Chairperson of BOS Library & Information Science could not attend the meeting, Ms. Neethu Mohan, Member of the BOS presented the minutes of the BOS meeting held on 17-11-2018. The proposal for the introduction of MLibISc Integrated programme (2 year duration) was also explained with certain topics on Information Technology in the syllabus.

The Academic Council resolved to approve the minutes of the meeting of BOS held on 17-11-2018 and introduction of new MLinISc Integrated programme.

Items No. AC 3. 1/7.1.6

As the Chairperson of the BOS Psychology could not attend the meeting, the Chairman of the Academic Council presented the minutes of the meeting of BOS held on 19-11-2018.

The Academic Council resolved to approve the minutes of meeting of BOS Psychology and list of examiners recommended by the BOS meeting.

Items No. AC 3. 1/7.1.7

The Chairman, BOS of Commerce, Dr. K X Joseph presented the minutes of the meeting of the BOS held on 17-11-2018 and changes effected in certain core papers of BBA and B.Com as per the revision made in the syllabi of the MG University.

The Academic Council resolved to approve the minutes of the BOS meeting held on 17-11-2018.

Items No. AC 3. 1/8 Nomination of two teachers each to the BOS

As per Section 109 (2) (c) of MGU Act 1985 (Amended), two experts in the subject from outside the College are to be nominated as members of Board of Studies of the following subjects. The proposed names of members are:

1) Business Administration

- (a) Dr. Siby Zacharias,
Associate Professor
School of Management & Business Studies
MG University, PD Hills, Kottayam-686560
e-mail sibyzac@gmail.com Mob-9447064203
- (b) Dr. Sam Thomas
Associate Prof., CUSAT, Cochin University PO, Kalamassery-682022
e-mail: sam@cusat.ac.in Mob-9846152127

2) Human Resource Management

- (a) Dr. Zakkariya K A
Professor, School of Management Studies
CUSAT, Cochin University PO, Kalamassery-682022
e-mail: zakkariya@gmail.com Mob-9846554444
- (b) Dr. Prakash Pillai R.
Asst. Prof. & Head- Dept. of HRM
Loyola College of Social Sciences
Sreekariyam, Trivandrum-695017
e-mail prakashpillair@gmail.com Mob-9447865148

3) Social Work

- (a) Dr. Raja Samuel,
Principal, Madras School of Social Work
32, Casa Major Road, Egmore
Chennai-600 002
3-mail rajasamuel@hotmail.com, Tel No.044-28192824
- (b) Dr. Surinder Jaswal
Professor, Dean & Dy Director (Research)
Tata Institute of Social Sciences,
V N Purav Marg Eden Gardens, Deonar, Mumbai-400088
e-mail surijas@tiss.edu, Mob-9819172668

4) Computer Science

- (a) Dr. M V Rajesh
Associate Prof. & HOD- Dept. of ECE
College of Engineering, Poonjar
Kottayam, Kerala – 686582
e-mail mvrajeshihrd@gmail.com
Mob-9447464687/9446035370
- (b) Dr. M V Judy
Associate Professor
Dept. of Computer Applications
CUSAT, Cochin University PO, Kalamassery-682022
e-mail judy.nair@gmail.com Mob-9048991368

5) Library & Information Science

- (a) Dr. Muhamed Haneefa K,
Faculty- Library & Information Science
University of Calicut, Calicut University PO
Malappuram, Kerala-673635
e-mail dr.haneefa@gmail.com Mob-9895622811
- (b) Mr. V. Sriram
Librarian K N Raj Library
Centre for Development Studies (CDS)
Trivandrum
e-mail sriram@cds.ac.in Mob-9447251892

The Academic Council resolved to approve the above names of subject experts proposed by the BOS concerned.

Items No. AC 3. 1/9 Other items admitted by the Chair

a) TISS – AESDII Partnership

The Chairman has announced that the Rajagiri College of Social Sciences has been empanelled as National CSR Hub by TISS AESDII for three years from 1st November 2018 to 31st October 2021 for carrying out various CSR activities of various corporates.

b) The Chairman informed the Academic Council that Ph.D degree was awarded by the MG University to Mr. Kiran Thampi, Assistant Professor, Department of Social Work and appreciated the achievement.

The meeting came to a close at 1.00 PM with a vote of thanks.



**Binoy Joseph Ph.D
Chairman / Principal**

Kakkanad
24-11-2018