

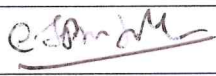
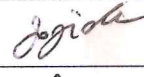

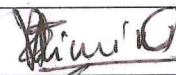
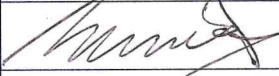
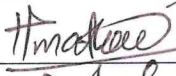

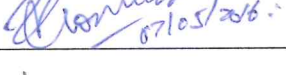
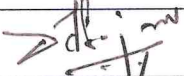
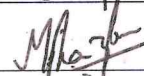


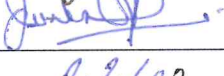

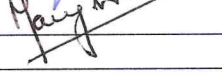
**Agenda for the fifth Meeting of the Academic Council at 10.30 AM at  
RBS Board Room on 07<sup>th</sup> May, 2016**

- 1) Confirmation of the minutes of the previous meeting held on 3<sup>rd</sup> October, 2015.
- 2) Reporting of activities after the last meeting.
- 3) Approval of minutes of the meeting of various Board of Studies held on 22<sup>nd</sup> April, 2016.
- 4) Approval of panel of members of examiners proposed by the Board of Studies held on 22-4-2016 for the academic year 2016-2017.
- 5) General discussion for improving the examination results of 1<sup>st</sup> Semester examination.
- 6) Other items admitted by the Chair.



**Binoy Joseph Ph.D  
Principal**

Minutes of the meeting of Academic Council held at Rajagiri College of Social Sciences (Autonomous), Kakkanad Campus on Saturday, 7<sup>th</sup> May, 2016 at 10.30 AM.

Members Present		
1	Dr. Binoy Joseph	
2	Dr. Joji Alex N.	
3	Dr. Sr. Lizy P. J.	
4	Dr. Anilkumar K	L
5	Dr. Bindiya M. Varghese	L
6	Dr. M. D. Baby	L
7	Dr. Fr. M. K. Joseph	L
8	Ms. Vimina E. R.	
9	Dr. Manoj Mathew	
10	Mr. Veeva Mathew	
11	Dr. Fr. Johnson X. Palackapillil	
12	Prof. Keith Gomez	 07/05/2016
13	Dr. Sam Thomas	L
14	Dr. K. Paulose Jacob	L
15	Fr. Saju M. D.	
16	Dr. Mohan Varghese	
17	Dr. Joychen Manuel	
18	Dr. Jose K. Xavier	
19	Rev. Fr. Jose Alex CMI	
20	Dr. Joseph I. Injodey	
21	Dr. Mary Venus Joseph	

**Minutes of the fifth meeting of Academic Council of Rajagiri College of Social Sciences (Autonomous) held at 10.30 AM on 7<sup>th</sup> May, 2016 at the Board Room of Rajagiri Business School, Kakkanad, Kochi-682039.**

**Members Present**

1. Dr. Binoy Joseph	Chairman
2. Dr. Joji Alex N.	Member
3. Dr. Sr. Lizy P J	Member
4. Ms. Vimina E R	Member
5. Dr. Manoj Mathew	Member
6. Mr. Veeva Mathew	Member
7. Dr. Fr. Johnson X Palackappillil CMI	Member
8. Prof. Keith Gomez	Member
9. Dr. Mohan Varghese	Member
10. Dr. Joychen Manuel	Member
11. Dr. Jose K Xavier	Member
12. Fr. Saju M D CMI	Member Secretary

**Special Invitee**

1. Dr. K X Joseph, Dept. of Commerce  
Rajagiri College of Social Sciences (Autonomous)
2. Smt. Neethu Mohan, Asst. Professor  
Dept. of Library & Information Science  
Rajagiri College of Social Sciences (Autonomous)

**Leave of Absence**

1. Dr. Anilkumar K.
2. Dr. Bindiya M Varghese
3. Dr. M D Baby
4. Dr. Fr. M K Joseph
5. Dr. Sam Thomas
6. Dr. K Poulouse Jacob

The meeting started with a silent prayer.

**Welcome**

Dr. Binoy Joseph, Chairman, extended a warm welcome to the members of the Academic Council.

*Dr. Binoy Joseph*



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After this, the agenda was taken up for discussion.

**Item No. AC 1.5/1** Confirmation of the minutes of the previous meeting

The Chairman presented the minutes of the previous meeting held on 3<sup>rd</sup> Oct 2015 and the action taken thereon.

Prof. Keith Gomez proposed to approve the minutes and Dr. Manoj Mathew supported it. As the members had no objection, the Academic Council unanimously resolved to confirm the minutes of the previous meeting of the Academic Council.

**Item No. AC 1.5/2** Reporting of activities after the last meeting.

The Chairman reported the major academic activities of the college after the last meeting:

a) Approval of B.Com Syllabus:

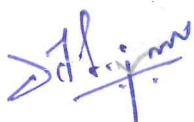
The modified syllabus submitted to MG University for approval was not yet finalized by MG University. This was discussed by the Board of Studies meeting held on 22-4-2016 and recommended to follow the revised syllabus prepared by the MG University for 2016-17 admissions.

This was examined in detail, and considering the urgency for starting the B.Com programme in June 2016, the Academic Council resolved to follow the scheme and syllabus of MG University for the Model-I and Model-II streams during the academic year 2016-17.

The proposal of Board of Studies (Commerce) for the introduction of B.Com (Professional) programme was discussed in detail and agreed upon in principle by the Academic Council. The potential of employability and nomenclature of the programme is to be studied by the Board of Studies and submit a detailed report in the next Academic Council meeting for commencing the programme during 2017-18.

b) MCA Syllabus:

Considering the demand from the faculty members, the Board of Studies of Computer Science proposed certain changes in the scheme of evaluation and recommended to follow the University pattern from 2016-17 admission onwards. This was circulated to all members of Academic Council and on



the basis of the consensus arrived at, the revision effected in the scheme of evaluation was intimated to MG University.

The action taken on the above matter (ie the ratio of marks of external and internal examinations (75:25 instead of 60:40) was discussed and resolved to ratify the action taken by the Chairman.

- c) Introduction of B.Sc. Psychology: The Academic Council at its meeting held on 03-10-2015 resolved to follow the scheme and syllabus of B.Sc. Psychology under Model-II stream as recommended by the Board of Studies. This was approved by the MG University also. But considering certain academic issues involved in the implementation of B.Sc. Psychology under Model-II stream, the Governing Council held on 18-2-2016 resolved to follow the scheme and syllabus of B.Sc. Psychology under Model-I stream of MG University for 2016-17 admissions.

The Academic Council considered the issue and resolved to approve the recommendation made in the Governing Council and to follow the revised scheme and syllabus of B.Sc. Psychology Model-I of MG University for 2016-17 admissions.

- d) Conduct of supplementary Examination: The Governing Council at its meeting held on 03.10.2015, analyzed the results of second semester examinations and it was noticed that the pass percentage of this examination was less than the previous semester and a deliberation was held on the issue. Based on the deliberation, a proposal was put forth to conduct a supplementary examination for the failed candidates before the conduct of next higher semester examinations.

The proposal was circulated among the members of various Board of Studies and Academic Council of the College. The response from the members concerned was very positive and on analysis of the same, it was found that the proposal was very worthy of implementation as expressed by the members. But as per the M.G. University regulation for UG & PG programmes under CBCSS/CSS stream, there is no supplementary examinations and hence, the same was represented to M.G. University for approval.



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The matter was discussed and resolved to conduct the examinations as per the existing provisions in the regulations of MG University.

- e) Circulation of matters for urgent opinion: Certain academic issues, which require considered opinion of the members of Academic Council shall be replied to immediately so as to arrive at a decision by the Chairman of the Academic Council.

Noted the matter.

- f) Accreditation by NBA: The expert team of NBA (National Board of Accreditation), New Delhi visited the College on 26<sup>th</sup> and 27<sup>th</sup> Sept 2015 and verified the documents relating to the MBA programme and interacted with management and students.  
Now, the NBA New Delhi vide its letter F.No.26-39-2013 NBA dated 07<sup>th</sup> Dec 2015 conveyed the approval of the accreditation status to the MBA programme for a period of two years with effect from 1<sup>st</sup> July 2015.

Noted and appreciated the efforts taken for the achievement.

- g) Research activities: We are happy to mention that greater thrust has been given to augment the research activities of the Institution. This has largely motivated the teachers and students to bring out quality articles for publication and reputed journals.

Noted the thrust given to research activities.

- h) Approval of MBA Prospectus 2016: The Admission Supervisory Committee for Professional Colleges in Kerala vide Order dated 29-04-2016 has granted approval to the prospectus and fee structure of MBA programme 2016-2017.

Noted.

- i) National Institutional Ranking Framework (NIRF): Rajagiri College of Social Sciences (Autonomous) ranked 36<sup>th</sup> among the management institutions in India by NIRF, Ministry of Human Resource Development, Govt. of India.

Noted and placed a warm appreciation.

*Sd/-*

j) College with Potential for Excellence:

Rajagiri College of Social Sciences (Autonomous) has been declared as College with Potential for Excellence by UGC.

Noted and placed a warm appreciation.

**Item No.1.5/3** Approval of minutes of the meeting of various Board of Studies held on 22-04-2016.

The Chairman of the Academic Council invited the Chairpersons of the Board of Studies to explain the recommendations made in the last meeting of the Board of Studies.

**Item No.1.5/3.1** The Chairman invited Mr. Manoj Menon, Asst. Professor to present the minutes of Board of Studies (HRM) as Dr. Anilkumar K. (Chairman of the BOS) was on leave.

Mr. Manoj Menon presented the minutes of BOS and pointed out the need to enhance the employability of the MHRM students. With a view to empower the students, optional programmes and value added additional certification programmes like Psychometric testing by the British Psychological Association, Job evaluation by Hays Consulting, etc are introduced in the curriculum. He also indicated the proposal to introduce a compulsory course 'Competency Based HRM' in the IV Semester instead of the same as an elective. Also pointed out to retile the elective course 'Employee Counseling' as 'Employee Coaching' in the IV Semester. The above proposal was put forth to meet the competency based candidates to the organization/employers.

After considering the views expressed in the meeting, the Academic Council resolved to approve the recommendations made by the Board of Studies.

**Item No.1.5/3.2:** The Chairman invited Dr. K X Joseph to present the minutes of the BOS (Commerce) in the absence of the Chairman Dr. K G Jose.

Dr. K X Joseph presented the minutes of the meeting of the BOS (Commerce) and the recommendations made by the BOS.

The Academic Council considered the minutes and resolved to approve the recommendations. Also resolved to follow the revised scheme and syllabus of B.Com degree programme (Model-I & II) of MG University for 2016-17 admission.

*Sd/-*



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**Item No.1.5/3.3:** Dr. Sr. Lizy P.J. (Chairperson Social Work) presented the minutes of the BOS held on 22-4-2016. She briefed about the constitution of an 'Ethics Committee' for the research projects and dissertations to prevent plagiarism.

The Academic Council resolved to approve the minutes of BOS (Social Work).

**Item No.1.5/3.4:** The Chairman invited Ms. Vimina E R, Asst. Professor to present the minutes of BOS (Computer Science) in the absence of the Chairperson who is on leave.

Ms. Vimina E R, Asst. Prof. read out the minutes of the BOS held on 22-4-2016. During the discussion of the minutes, the Academic Council members enquired about the low pass percentage of 1<sup>st</sup> Semester examination held in Nov 2015. Ms. Vimina explained that this may be due to the lack of mathematical/statistical ability of certain students.

After deliberation, the Academic Council resolved to approve the minutes with a suggestion to impart remedial measures to overcome the deficiencies.

**Item No.1.5/3.5:** The Chairman invited Ms. Neethu Mohan, Asst. Professor, to present the minutes of the BOS (Library & Information Science) held on 22-4-2016 in the absence of the Chairperson.

Ms. Neethu Mohan presented the minutes before the members. The proposal to start M. Phil and Ph. D programmes in the department was greatly appreciated. Also discussed to initiate academic exchange/resource exchange programmes with other institutions.

The Academic Council resolved to approve the minutes of the BOS (Library & Information Science)

**Item No.1.5/3.6:** Dr. Joji Alex (Chairman – Business Administration) presented the minutes of the BOS held on 22-4-2016. He explained that the revised syllabus submitted to MG University in December 2015 is still pending for approval by MG University. If the issue regarding approval of the scheme and syllabus is not settled before the beginning of the next academic year, the 2015 syllabus will be applicable for 2016-17 batch as well. Further, recommended to form a core team under the Chairman to make necessary changes in the syllabus before re-sending it for the approval of MG University. The proposal for further curriculum revision was also discussed.

*Dr. Joji Alex*



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j) College with Potential for Excellence:

Rajagiri College of Social Sciences (Autonomous) has been declared as College with Potential for Excellence by UGC.

Noted and placed a warm appreciation.

**Item No.1.5/3** Approval of minutes of the meeting of various Board of Studies held on 22-04-2016.

The Chairman of the Academic Council invited the Chairpersons of the Board of Studies to explain the recommendations made in the last meeting of the Board of Studies.

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After considering the views expressed in the meeting, the Academic Council resolved to approve the recommendations made by the Board of Studies.

**Item No.1.5/3.2:** The Chairman invited Dr. K X Joseph to present the minutes of the BOS (Commerce) in the absence of the Chairman Dr. K G Jose.

Dr. K X Joseph presented the minutes of the meeting of the BOS (Commerce) and the recommendations made by the BOS.

The Academic Council considered the minutes and resolved to approve the recommendations. Also resolved to follow the revised scheme and syllabus of B.Com degree programme (Model-I & II) of MG University for 2016-17 admission.

*Sd/-*

-6-

**Item No.1.5/3.3:** Dr. Sr. Lizy P.J. (Chairperson Social Work) presented the minutes of the BOS held on 22-4-2016. She briefed about the constitution of an 'Ethics Committee' for the research projects and dissertations to prevent plagiarism.

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After deliberation, the Academic Council resolved to approve the minutes with a suggestion to impart remedial measures to overcome the deficiencies.

**Item No.1.5/3.5:** The Chairman invited Ms. Neethu Mohan, Asst. Professor, to present the minutes of the BOS (Library & Information Science) held on 22-4-2016 in the absence of the Chairperson.

Ms. Neethu Mohan presented the minutes before the members. The proposal to start M. Phil and Ph. D programmes in the department was greatly appreciated. Also discussed to initiate academic exchange/resource exchange programmes with other institutions.

The Academic Council resolved to approve the minutes of the BOS (Library & Information Science)

**Item No.1.5/3.6:** Dr. Joji Alex (Chairman – Business Administration) presented the minutes of the BOS held on 22-4-2016. He explained that the revised syllabus submitted to MG University in December 2015 is still pending for approval by MG University. If the issue regarding approval of the scheme and syllabus is not settled before the beginning of the next academic year, the 2015 syllabus will be applicable for 2016-17 batch as well. Further, recommended to form a core team under the Chairman to make necessary changes in the syllabus before re-sending it for the approval of MG University. The proposal for further curriculum revision was also discussed.





After extensive discussion, the Academic Council proposed to take steps to improve the quality of teaching/learning process. The effective way to enhance the quality of teaching and evaluation is to enhance the number of doctoral teachers in the panel of external experts from institutions like IIM, IIT and other esteemed institutions.

After detailed deliberations, it was resolved to approve the minutes of the BOS (Business Administration) and revision effected in the syllabus.

**Item No.1.5/3.7:** As the Chairperson of the BOS (Psychology) was not attending the meeting, the Chairman of the Academic Council presented the minutes of the meeting of the BOS (Psychology).

During discussion, it was felt that performance appraisal mechanism should be done, rather than collecting feedback from students and other departments. This should be done based on developmental activities, benefitting for further improvements.

After a detailed discussion, it was resolved to approve the minutes of the meeting of the BOS (Psychology).

**Item No.1.5/4:** Approval of panel of members of examiners proposed by the BOS for the academic year 2016-17.

The meeting considered the panel of examiners presented by the BOS concerned for the academic year 2016-17. The meeting suggested to enhance the number of examiners by including doctoral teachers. Also suggested to include faculty members from reputed institutions like IIM/IIT, Universities and other similarly placed institutions.

The meeting resolved to approve the panel of examiners presented before the Academic Council. Also resolved to authorize the Principal to appoint more number of examiners, if required.

**Item No.1.5/5:** General discussion for improving the examination results of 1 semester examinations:

The matter was discussed in detail and resolved to take earnest efforts to improve the level of students by means of developing interest in academic pursuits and applying useful pedagogical methods.

*[Handwritten signature]*

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**Item No.1.5/6:** Other items:


The Chairman pointed out the large number of enquiries for admission to various programmes of this College.


The meeting resolved to request the MG University for granting marginal increase of seats for 2016-17 admissions as follows:

- |   |                                |
|---|--------------------------------|
| a) All UG programmes                            | 30% of the sanctioned strength |
| b) PG & M.Phil programmes<br>(except MBA & MCA) | 20% of the sanctioned strength |

**Vote of Thanks**

As there were no other items to discuss, the meeting came to a close at 12.50 PM with a vote of thanks.

x   
Fr. Saju M.D. CMI  
Member-Secretary

  
Dr. Binoy Joseph  
Chairman

Kochi  
07-5-2016