





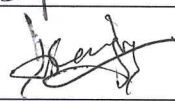







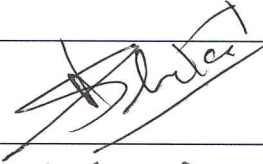

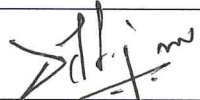




**Agenda for the second meeting of the third Academic Council at 11.00 AM  
on 10<sup>th</sup> April 2019 (Wednesday) at RBS Board Room**

1. Confirmation of the minutes of the previous meeting held on 24<sup>th</sup> Nov 2018.
2. Action Taken Report.
3. Reporting.
4. Changes in the syllabus of common course – English (Module V of Semester) for Model-1 B.Com programme.
5. Approval of minutes of meeting of various Board of Studies:
  - a) Business Administration
  - b) Human Resource Management
  - c) Social Work
  - d) Computer Science
  - e) Library & Information Science
  - f) Commerce
  - g) Psychology
6. Marginal increase of seats for UG & PG programmes during 2019-20
7. Readmission of three students to IVth Semester of BBA programme during 2018-19 batch.
8. M.Phil (Social Work) programme – Cessation of the programme from 2019-20 onwards.
9. Other items admitted by the Chair.

  
Binoy Joseph Ph.D  
Principal / Chairman

## Members Present

01	Dr. Binoy Joseph		
02	Dr. Joji Alex		
03	Dr. Anish K R		
04	Dr. Baby M D		
05	Dr. Bindiya M. Varghese		
06	Dr. Joseph K X		
07	Dr. Veeva Mathew		
08	Dr. Manoj Mathew		
09	Sr. (Dr.) Lizy P J		
10	Sri P Harikrishnan	MG University Nominee	
11	Prof. Jogy Alex	MG University Nominee	
12	Dr. Tomy Joseph	MG University Nominee	
13	Dr. K Sekar		
14	Dr. K Poullose Jacob		Leave.
15	Dr. Sam Thomas		
16	Fr. (Dr.) Johnson X Palackappillil CMI		
17	Fr. (Dr.) Saju M D		
18	Fr. (Dr.) Mathew Vattathara CMI		
19	Dr. Joseph I Injodey		

**RAJAGIRI COLLEGE OF SOCIAL SCIENCES (AUTONOMOUS)**

**Minutes of the second meeting of the third Academic Council of Rajagiri College of Social Sciences (Autonomous) held at 11.00 AM on 10<sup>th</sup> April 2019 (Wednesday) at the Board Room of the Rajagiri Business School, Kakkanad, Kochi-682039**

**Members present**

01.	Dr. Binoy Joseph	Chairman
02.	Dr. Joji Alex	Member
03.	Dr. Anish K R	Member
04.	Dr. Baby M D	Member
05.	Dr. Bindiya M. Varghese	Member
06.	Dr. Joseph K X	Member
07.	Dr. Veeva Mathew	Member
08.	Dr. Manoj Mathew	Member
09.	Sr. Dr. Lizy P J	Member
10.	Sri P Harikrishnan	MGU Nominee
11.	Prof. Jogy Alex	MGU Nominee
12.	Dr. Tomy Joseph	MGU Nominee
13.	Dr. K Sekar	Member
14.	Dr. Sam Thomas	Member
15.	Fr. (Dr.) Johnson X Palackappillil CMI	Member
16.	Fr. (Dr.) Saju M D	Member-Secretary

**Special Invitees**

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

**Leave of Absence**

- 01 Dr. K. Poullose Jacob Member

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 including the newly nominated members.





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After this, the agenda was taken up for discussion.

**Items No. AC 3. 2/1: Confirmation of the minutes of the previous meeting held on 24<sup>th</sup> Nov 2018**

The Chairman presented the minutes of the previous meeting held on 24<sup>th</sup> Nov 2018.

As the members found no issues which needed to be resolved, the minutes of the previous meeting held on 24-11-2018 were passed unanimously.

**Item No. AC 3. 2/2: Action taken report.**

**a) Resubmission of revised syllabus of MSW programme to the MG University for 2019-2020**

As resolved in the last meeting, the revised scheme and syllabus of MSW programme, incorporating the observations made by the MG University in the scheme of examinations was submitted for approval.

**b) Nomination of two subject experts each to the Board of Studies (BOS).**

The nomination of two Subject Expert each to the respective BOS of the College by the Academic Council has been incorporated and communicated to them accordingly.

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

The members expressed satisfaction over the action taken thereon and approved.

**Item No. AC 3. 2/3: Reporting.**

**a) Approval of the revised syllabus of MCA programme with effect from the academic year 2019-20.**

The revised syllabus of MCA degree programme was submitted to the MG University for approval with effect from 2019-20 and after considering the same, the University granted approval to the revised syllabus of MCA with effect from 2019-20 vide University Order No.7814/AcBVII/2/2018 dated 1<sup>st</sup> Nov 2018.



**b) Approval of the revised syllabus of MSW programme with effect from the academic year 2019-20.**

The revised Scheme and Syllabus of MSW programme effective from 2019-20 was approved by the MG University vide Order No. 816/AcBVII/2019/MGU dated 1<sup>st</sup> March 2019.

**c) Issue of Rank Certificate / Position Certificate by the Autonomous Colleges itself**

The MG University vide its Order No.909/2/AcBVII/2019 dated 1<sup>st</sup> March 2019 permitted the autonomous colleges to issue Rank Certificate / Position Certificate to the successful candidates as per the guidelines issued by the MG University.

**d) Admissions 2019-20**

Admission notification for Management programmes (MBA, MHRM) for the academic year 2019-20 has been issued by the College. As per the approval granted by the Admission Supervisory Committee (ASC) to the prospectus of MBA programme of the College for 2019-20, the notification was issued and Group Discussion & Personal Interview has already been commenced.


**e) Rejection of request for enhancement of seats of MCA from 45 to 60**

As per the approval granted by the AICTE, New Delhi, application for enhancement of seats of MCA programme of the College from 45 to 60 was submitted for the academic year 2018-19 which was rejected by the University. Now, as per the instructions received from the University, application for the same was made for the academic year 2019-20 and it was also rejected with a direction to submit fresh application before 31<sup>st</sup> August 2019 for 2020-21.

**f) Mentoring the non-accredited institutions**

The UGC, New Delhi has conveyed that the College has been identified as a potential "Mentor Institution" to help the NAAC aspiring institutions by upgrading their academic performance, enhance their overall quality and get themselves accredited by the NAAC.

Accordingly, ten affiliated colleges were identified and the list has been submitted to the NAAC. The process of up-gradation of the non-accredited institutions will be monitored through IQAC of the College.





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**g) Entrepreneurship & Career Hub for enhancing quality and excellence in autonomous colleges**

The Rajagiri College of Social Sciences (Autonomous) has been selected as one of the Centres by RUSA under the above scheme and participated in the digital launching of the programme. Around 130 students from this Institution participated in the programme along with the selected faculty members on 3<sup>rd</sup> February 2019. In order to review the progress of the Career Hub, another meeting was convened by RUSA at New Delhi which was attended by the Principal on 19-03-2019.

**h) MHRD – ICSSR – project proposals under IMPRESS scheme 2018-19 – approval**

The Steering Committee of ICSSR, New Delhi has approved the project proposal under the 'IMPRESS Scheme' on "Integrating Social and Health Care for Improved Management of Chronic Physical and Psychological Health Intervention Strategy" submitted by Dr. Bindiya M. Varghese, HOD, Computer Science. The ICSSR has also approved a grant-in aid of Rs.15 Lakhs plus overhead charges of one Lakh for the study including publications.

The proposal was presented before the expert panel in an interactive mode on 13<sup>th</sup> February 2019 at New Delhi.

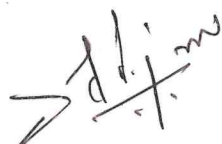
Similarly, another proposal submitted by Dr. B. Ramesh (Department of Biotechnology) on "Skill Development programme for Interdependent Micro Entrepreneurial Cluster" was approved and an amount of Rs.20 Lakhs (Twenty) plus overhead charges of one Lakh has been sanctioned by the ICSSR.

**i) Approval of the syllabus of M.Sc Computer Science (Data Analytics)**

The proposal for introduction of M.Sc Computer Science with Data Analytics as specialization along with the scheme and syllabus was submitted to the MG University for commencing the programme during the academic year 2019-20. The Board of Studies of the MG University after considering the same suggested certain modifications in the syllabus at par with the latest PGCSS regulations of 2019. The same has been incorporated and re-submitted to the MG University.

Now, the MG University granted approval to the new syllabus of M.Sc Computer Science with Data Analytics as specialization effective from the academic year 2019-20 vide University Order No.1150/AcBVII/1/2019 dated 23-03-2019.

It was informed that the affiliation to commence the programme during the current academic year is not yet received from the MG University.



The members noted the various activities carried out by the College. The implementation of the project proposal under IMPRESS Scheme 2018-19 was also discussed in detail. The efforts taken by the Management to develop a practice based Skill Development for imparting sustainable development of the society by shifting the skill from Lab to Land was appreciated by the Council.

**Item No. AC 3. 2/4: Changes in the syllabus of common course – English (Module V of IV semester) for Model-I B.Com programme.**

The B.Com degree programme under Model-I stream is being conducted as per the scheme and syllabus prescribed by the MG University from 2017 admission. Now the MG University vide its Order No.190/2019/MGU-Admn dated 19th January 2019 has modified the Module V of common course English in IV Semester (B.Com Model-I) effective from 2017 admissions. The same has been implemented through the current batch of B.Com Model-I programme.

The Academic Council may please grant approval to the same.

The Academic Council noted the change in syllabus implemented by the MG University and approved the same.

**Item No. AC 3. 2/5: Approval of Minutes of meeting of various Board of Studies (BOS).**

- a) Business Administration
- b) HRM
- c) Social Work
- d) Computer Science
- e) Library & Information Science
- f) Commerce
- g) Psychology

The Chairman of the Academic Council invited the Chairpersons of the Board of Studies of respective programmes to present the minutes of the last meeting of various BOS held on 6<sup>th</sup> April 2019.

**Item No. AC.3. 2/5.1:** Dr. Joji Alex, Chairperson of BOS of Business Administration presented the major items of the minutes of the BOS meeting and major areas of the revisions suggested by the BOS of the MG University.

The Academic Council resolved to approve the minutes of BOS-Business Administration- held on 06-04-2019.

*Dr. Joji Alex*



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**Item No. AC.3. 2/5.2:** Dr. Manoj Mathew, Chairperson of BOS of HRM presented the major items of the minutes and revisions effected in the new syllabus.

The Academic Council, after deliberation, resolved to approve the minutes of the BOS-HRM- held on 6<sup>th</sup> April 2019.

**Item No. AC.3. 2/5.3:** The Chairperson of BOS of Social Work Dr. K R Anish presented the minutes of the BOS-Social Work – held on 6<sup>th</sup> April, 2019 for approval.

After deliberation, it was resolved to approve the minutes of BOS-Social Work.

**Item No. AC.3. 2/5.4:** The Chairperson of BOS of Computer Science, Dr. Bindiya M. Varghese read out the minutes of BOS meeting held on 6<sup>th</sup> April 2019. It was also informed about the approval granted by the MG University to the revision effected in the MCA syllabus.

The Academic Council resolved to approve the same.

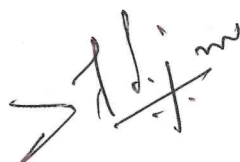
**Item No. AC.3. 2/5.5:** The Chairperson of BOS Library & Information Science, Dr Baby M D, presented the detailed minutes of the last meeting of the BOS held on 6<sup>th</sup> April 2019 and informed the proposal to introduce an integrated M.Lib.I. Science programme from the academic year 2020-21 onwards. The proposal for introduction of add-on courses and Diploma in Medical Informatics after making a feasibility study and other aspects of the course was also explained.

The Academic Council discussed the proposals and suggested to frame the syllabus utilizing the software on digitalization of library for better employment opportunities. After deliberation, the Academic Council resolved to approve the minutes of the meeting of BOS.

**Item No. AC.3. 2/5.6:** Dr. Joseph K X, Chairperson of the BOS of Commerce presented the major points of the last meeting of BOS held on 6<sup>th</sup> April, 2019.

The Academic Council resolved to approve the same.

**Item No. AC.3. 2/5.7:** As the Chairperson of the BOS of Psychology could not attend the meeting, the Chairman of the Academic Council briefed the major issues detailed in the minutes and the Academic Council resolved to approve the same.





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During the discussion it was felt that the Chairpersons of BOS shall present just the major aspects recorded in the minutes of the BOS meeting and matters requiring approval by the Academic Council. For the better utilization of manpower, an action plan for the next five years shall be prepared by each Department and suitable programmes shall be conducted accordingly.

It was also suggested that the students of Social Work and Psychology programmes shall select a nearby school and assess the disability of the school children and their mental health for improving the quality of education, which may be of greater use in terms of social and psychological aspects.

**Item No. AC 3. 2/6: Marginal increase of seats for UG & PG programmes during 2019-20**

In order to meet the increased demand for admissions to various PG & UG programmes during 2019-20, the MG University may be requested to grant marginal increase of seats as follows:

UG / BLISc programmes	25%
PG Programmes (except MBA & MCA)	25%

The Academic Council resolved to request the MG University for granting the marginal increase of seats as above.

**Item No. AC 3. 2/7: Readmission of three students to IV Semester of BBA programme during 2018-19 batch**

Three students of IV Semester BBA programme during the academic year 2017-18 were not permitted to register the IV Semester examinations due to shortage of attendance. As per their request for completing the programme, the MG University granted permission to re-admit the candidates to IV Semester during 2018-19 as per the revised scheme & syllabus of BBA programme.

Noted the matter.

**Item No. AC 3. 2/8: M.Phil (Social Work) programme – Cessation of the programme from 2019-20 onwards**

The MG University granted affiliation to conduct M.Phil (Social Work) under Self Financing stream during the academic year 2015-16 and continued till 2018. The University issued an Order on 13<sup>th</sup> July 2018 to discontinue the conduct of M.Phil programme with effect from 2018 onwards.

*[Handwritten signature]*

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As the admission was completed before the issuance of the University Order, a request was submitted to the MG University for permission to continue the M.Phil programme during 2018-19. Now, the University vide its Order No.556/AcBVII/2/2019 dated 5<sup>th</sup> Feb 2019 granted permission to complete the programme during 2018-19 and further instructed not to admit candidates to M.Phil programme from 2019-20 onwards.

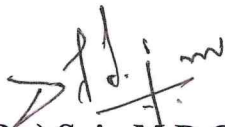
As per the guidelines issued by the UGC and Order issued by the MG University, we have all facilities including qualified faculty members under Self Financing stream with years of teaching and research experience. However, the University did not consider the above facts before issuing the closure order.

The matter was discussed in detail and it was felt that cessation of a running programme is against the very spirit of the autonomy. However, the MG University Nominee opined that the action was taken as per the latest regulation of the UGC issued in 2016.

**Item No. AC 3. 2/9: Other items admitted by the Chair.**

- a) The Chairman informed that the College has been placed in 35<sup>th</sup> Rank among the best 100 Colleges in India ranked by the NIRF under the MHRD in 2019. The team work of the College was appreciated by the Academic Council.
- b) The Chairman has also informed the nomination of Dr. Manoj Menon as the new member to the Academic Council of the College.

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



**Fr. (Dr.) Saju M D CMI**  
Member Secretary



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

**Kakkanad**  
10-04-2019