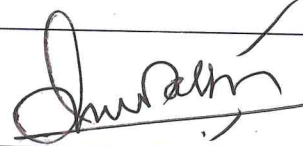

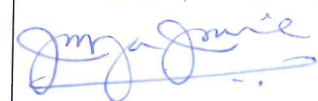

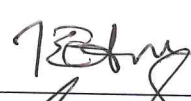
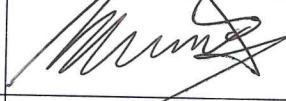
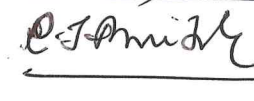
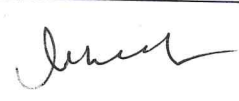



**Second meeting of the Third Governing Council at 3.00 PM on
27th April 2019, Saturday at RBS Board Room, Kakkanad, Kochi**

Item No.	AGENDA
	Silent Prayer
1.	Confirmation of the Minutes of the previous meeting held on 30 November 2018
2.	Action Taken Report
3.	Reporting activities
4.1	Publication of results of various Semester Examinations held in Oct/Nov 2018
4.2	Publication of results of Semester Examinations of UG / PG programmes held in March 2019
5.1	Approval of budget estimate for autonomy grant 2019-20
5.2	Approval of audited account of autonomy grant sanctioned during 2018-19
6.	Marginal increase of seats for UG & PG
7.	Extension of Autonomy
8.	Other items admitted by the Chair

Binoy Joseph Ph.D
Principal & Ex-officio Secretary

Members Present

1.	Fr. Dr. Jose Kuriedath CMI	Chairman	
2.	Dr. Manju Singh	UGC Nominee	
3.	Dr. R K Suresh Kumar,	Govt. Nominee	Leave
4.	Dr. Jaya Jaise	MGU Nominee	
5.	Dr. Joji Alex N	Member	
6.	Dr. Anish K R	Member	
7.	Dr. Manoj Mathew	Member	
8.	Dr. Binoy Joseph	Principal & Ex-officio Secretary	
9.	Fr. Dr. Mathew Vattathara CMI	Special Invitee	
10.	Dr. Joseph I Injodey	Special Invitee	

Minutes of the second meeting of the Third Governing Council of Rajagiri College of Social Sciences (Autonomous) held at 3.00 pm on 27th April 2019 (Saturday) at the Board Room of Rajagiri Business School, Rajagiri Valley Campus, Kakkanad, Kochi.

Members Present

S.No.	Name	
1	Rev. (Dr.) Jose Kuriyath CMI	Chairman
2	Dr. Manju Singh	UGC Nominee
3	Dr. Jaya Jaise	MGU Nominee
4.	Dr. Joji Alex N.	Member
5.	Dr. Anish K R	Member
6.	Dr. Manoj Mathew	Member
7.	Dr. Binoy Joseph, Principal	Ex-officio Secretary

Special Invitees

1	Fr. (Dr.) Mathew Vattathara CMI	Director
2	Dr. Joseph I Injodey	Executive Director

Leave of Absence

1	Dr. R K Suresh Kumar	Govt. Nominee
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The meeting started with a silent prayer.

The Chairman of the meeting extended a warm welcome to the members. The Chairman then invited the Secretary to present the agenda.

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Item No. GC 3.2/1: Confirmation of the minutes of the previous meeting held on 30th November 2018.

The minutes of the previous meeting of the Governing Council held on 30th November 2018 was presented and the Governing Council resolved to approve the minutes.

Item No. GC 3.2/2: Action Taken Report.

a) Nomination of four subject experts to the Academic Council of the College.

The nomination of four subject experts to the Academic Council of the College by the Governing Council has been incorporated and communicated to them accordingly.

b) Submission of the revised syllabi of MSW and M.Sc. Computer Science programmes with effect from the academic year 2019-20.

As resolved in the last meeting the revised scheme and syllabi of MSW and M.Sc. Computer Science programmes have been submitted to the MG University for approval.

The Governing Council noted the action taken on the resolutions and resolved to approve the same.

Item No. GC 3.2/3: Reporting of activities.

The Secretary reported the activities carried out after the last meeting.

a) Meetings of various Board of Studies (BOS) and Academic Council.

The meetings of various Board of Studies and Academic Council were convened on 6th April 2019 and on 10th April 2019 respectively.

b) Publication of results of various semester examinations held in Oct/Nov 2018.

The results of various semester examinations held in October / November 2018 were finalized and published after convening the meetings of the Pass Boards of the programmes concerned.

c) 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 of the revised syllabus of MCA with effect from 2019-20 vide University Order No.7814/AcBVII 2/2018 dated 1st Nov 2018.

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d) 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 1st March 2019.

e) Approval of the Syllabus of M. Sc Computer Science (Data Analytics)

The new syllabus of M.Sc. Computer Science with Data Analytics as specialization in Self Financing stream was submitted to the MG University in Aug 2018. Now, the MG University granted approval to the new syllabus effective from the academic year 2019-20 vide University Order No. 1150/AcBVII/1/2019 dated 23-03-2019.

The Principal reported that all physical facilities were arranged for commencing the programme, but permission / affiliation to commence the programme has not yet been received. It was felt that the MG University may be reminded for the same.

f) 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 3rd February 2019. In order to review the progress of the Career Hub, another meeting was convened by RUSA at New Delhi and the Principal attended the same on 19-03-2019.

Currently we are planning to introduce two career hubs, one for auditing and other for social work activities

g) MHRD – ICSSR – project proposal 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 proposal was presented before the expert panel in an interactive mode on 13th February 2019 at New Delhi. The ICSSR has also approved a grant-in-aid of Rs.15 Lakhs plus overhead charges of one Lakh for the study, including publications.

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 plus overhead charges of one Lakh has been sanctioned by the ICSSR.

It was informed by the Secretary that six more faculty members have submitted project proposals on various subjects for approval.

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h) 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, a notification was issued and accordingly Group Discussion & Personal Interview have already been commenced.

i) Walk with a scholar – State Motivation Camp 2018-19.

The State Motivation Camp aimed at building greater communication skills and self-esteem among the students was inaugurated on 29th January 2019 at Rajagiri College of Social Science Campus, Kalamassery, by Dr. Sabu Thomas, Hon'ble Vice Chancellor in-charge of the MG University, Kottayam. Various sessions on contemporary and interesting areas were handled by experts from various fields to motivate and elicit the best of talents among students. The Chief Guest of the Session on the first day was Dr. Rajan Varghese (Former Pro Vice Chancellor of the MG University), Member Secretary, Kerala State Higher Education Council and participated other dignitaries in various sessions.

j) Award of University Research Fellowship.

Two research scholars of this Institution viz, Ms. Thasni Ali of Management Studies and Ms. Priya Zacharias K of Social Work were selected by the MG University for the award of University Research Fellowship 2018-19 for a period of three years.

k) Award of scholarship of Cognizant Foundation, Chennai.

The Cognizant Foundation Chennai has selected three students of 2018-20 batch MSW programme for awarding scholarship worth Rs.60,000/- (Sixty Thousand) per student per academic year. The Scholarship was awarded to the candidates on a merit-cum-means basis.

l) Inauguration of Bio-tech Lab.

With the motivation and encouragement of a few well-wishers, the Rajagiri College of Social Sciences (Autonomous) has started a Bio-tech Lab at Kalamassery Campus to promote agri-based micro enterprise ideal for income generation without much additional investment of money and time from beneficiary's part. The experienced faculty will be supporting the competent farmers by imparting technical skills and hands-on training. Rajagiri on its committed drive towards the empowerment and autonomy of women to gain an independent livelihood, selected a few Kudumbasree Mission members of Ernakulam District and started a training programme for the cultivation of edible mushrooms. This project was aimed to generate a guaranteed income of Rs.10,000/- per month from the food industry.

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m) Regularization of excess admission made to MHRM programme during 2017-18

In anticipation of the approval for marginal increase of seats to MHRM programme, during 2017-18 we admitted seven more students as done in previous years. But the University did not grant approval to the same and on request for regularizing the same, the University directed the Institution to remit Rs.1,75,000/- (one lakh seventy five thousand) as penalty for excess admission made by the College. Accordingly the Institution remitted the amount and the University issued orders granting regularization of the admissions made over and above the sanctioned strength.

(Order No.809/AcB7/2019/MGU dated 28-02-2019).

n) Rejection of request for enhancement of seats of MCA programme from 45 to 60 by the MG University.

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. Again, 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 31st August 2019 for 2020-21.

o) M. Phil (Social Work) cessation of the programme under self-financing stream.

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 13th July 2018 to discontinue the conduct of M. Phil programme with effect from 2018 onwards.

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

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 MG University Nominee explained that the University is following the guidelines issued by the UGC.

But it was felt that higher level educational excellence can only be achieved with the continuation of such research programmes.

The Governing Council noted the details presented before the Council.



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Item No. GC 3.2/4.1: Publication of Results of various Semester Examinations held in Oct / Nov 2018.

The result of various semester examinations held in October / November 2018 were finalized and published after convening the meeting of Pass Boards concerned. The action taken by the Principal in publishing the results of the examinations including the re-valuation result is placed before the Governing Council for approval.

(Details attached separately as Annexure-I)

The Governing Council resolved to ratify the action taken by the Principal and approved the results.

Item No. GC 3.2/4.2: Publication of Results of Semester examinations of UG/PG programmes held in March 2019.

Steps have been initiated to publish the results of semester examinations of various UG / PG programmes held in March 2019 by scheduling centralized valuation camps.

With the active cooperation of the faculties including externals, we could complete valuation of answer papers of various programmes and publish the results within a short span of time.

The Governing Council noted the action taken and congratulated the efforts taken for publishing the results within a short span of time. The Governing Council approved the publication of results and issue of mark-lists to the candidates.

(Details attached separately as Annexure-II)

Item No. GC 3.2/5.1: Approval of budget estimate for autonomy grant 2019-20.

The budget estimate for grant under the scheme Autonomous Colleges for 2019-20 under the heads as approved by the Finance Committee is placed below for approval and onward submission to UGC.

(Details attached separately as Annexure-III)

The Governing Council discussed the budget estimate for grant under Autonomy Scheme during the financial year 2019-20 and approved the same for onward submission to the UGC.

Item No. GC 3.2/5.2: Approval of the audited account of autonomy grant sanctioned during 2018-19.

The audited account and utilization certificate of autonomy grant for the financial year 2018-19 as approved by the Finance Committee is placed below for approval and onward submission to UGC.

(Details attached separately as Annexure-IV)

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The Governing Council considered the audited account and the utilization certificates of autonomy grant for the financial year 2018-19 as approved by the Finance Committee and resolved to approve the same for onward submission to the UGC.

Item No. GC 3.2/6: Marginal Increase of Seats for UG & PG

In order to meet the increased demand for admissions to various UG & PG 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 Principal informed the Governing Council that a letter for granting marginal increase of seats during 2019-20 has been submitted to the MG University as the last date for submission of application was 20-04-2019.

The Governing Council resolved to ratify the action taken by the Principal.

Item No. GC 3.2/7: Extension of Autonomy

RCSS has been granted autonomy for six years with effect from 2014 and the status will expire in 2020.

In order to obtain extension of NAAC Accreditation, we have to submit a Self-Study Report to NAAC by September 2019. To submit a Self-Study Report, the Internal Quality Assurance Cell (IQAC) of the College has to prepare the same as per the latest directions of NAAC. As the College has been accredited with a CGPA of 3.7 out 4, the IQAC of the College is in the last stage of preparation of Self-Study Report for submitting the same to NAAC.

The matter is placed before the Governing Council for consideration.

The Principal explained the various activities and academic efforts carried out by the IQAC and the plan for conducting an academic audit by June 2019.

The UGC Nominee opined to submit relevant documents for extension of NAAC accreditation and then to the UGC for further extension of autonomy during the next phase.

Item No. GC 3.2/8: Other items admitted by the Chair.

1) Approval of revised syllabus of MBA programme for 2019-20.

As per the direction received from the MG University, the syllabus of MBA programme has been re-worked and to be submitted to the MG University with the approval of Governing Council.

The Governing Council resolved to approve the same and resubmit the same to the MG University.



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2) National Institutional Ranking Frame work (NIRF)

The Principal reported that the Rajagiri College of Social Sciences has been placed in 35th Rank in India among the College category.

The Governing Council appreciated the efforts taken by the Management, Faculty and other staff members for achieving the excellence.

3) Award of Ph.D to Mr. Manoj Menon.

The Principal informed the Governing Council that Ph.D degree has been awarded by the CUSAT to Mr. Manoj Menon, Faculty, Department of HRM of this College. The Governing Council appreciated the achievement.

4) (a) RUSA 2.0 – Project Implementation

The XII Plan (2012-17) aimed at improving the quality of State institutions of higher education in several areas ranging from teaching – learning process, research, governors, funding and monitoring. Planning Commission recommended strategic utilization of central funds to ensure comprehensive and optimum planning at State level. Raṣṭriya Uçchatar Shiksha Abhiyan (RUSA) was introduced to improve the overall quality of existing higher level educational institutions (Govt. and Govt. aided institutions only).

The State Higher Education Council is the key institution at the State level to channelize resources to the institutions through Kerala State Project Directorate. In order to manage the project at the institutional level, the Board of Governors (BOG) and Project Monitoring Unit (PMU) are to be constituted with the following members:

BOARD OF GOVERNERS

- | | | |
|-----------------------------------------------------------|---|------------------------------------------------------|
| ○ Rev. Fr. (Dr.) Jose Kuriedath CMI, Provincial - | } | Chairman |
| ○ Rev. Fr. (Dr.) Mathew Vattathara CMI, Director | | Eminent Individuals
from the Institutions |
| ○ Dr. Joseph I. Injodey, Executive Director | | |
| ○ Dr. Binoy Joseph, Principal | | |
| ○ Dr. Saju M.D. CMI, Finance Officer | | |
| ○ Ms. Preethy Wilson, Social Justice Officer - | | State Government |
| ○ Mr. Mahesh Chandrashekar, Zonal Head HR, Future Group - | | Society |
| ○ Mr. Saji V. Mathew, Head HR, Sud Chemie - | | Industry |
| ○ Dr. Sam Thomas, Professor, CUSAT - | | Academia |

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PROJECT MONITORING UNIT

- Dr. Binoy Joseph, Principal } Academic Officer
- Fr. Shinto Joseph, CMI, Administrator } Faculty Representative
- Dr. Anish KR, HOD, Dept. of Social Work } Faculty Representative
- Dr. Manoj Mathew, Controller of Examinations and Coordinator, RUSA } Faculty Representative
- Mr. Herbit G., H.A } Senior Administrative Officer
- Mr. Jomy George, Research Officer } Senior Administrative Officer
- Mr. Vijesh P.V, Librarian } Senior Administrative Officer
- Mr. Shino Jacob, LD Clerk } Technical and Non-Technical Support Staff
- Mr. Jinu Joseph, Office Assistant } Technical and Non-Technical Support Staff
- MBA } Student Representative
- MSW } Student Representative
- MHRM } Student Representative

Nominations to be done

Governing Council noted and resolved to approve the same.

(b) Enhancing quality and excellence in select Autonomous Colleges

Colleges with NAAC CGPA 3.51 and above under the UGC's Autonomy Regulations, 2018 will be supported to enhance quality, teaching and research.

i) Action plan for physical and financial outlay

Not more than 30% of the grant would be spent on construction and equipment. The proposed plan is given below:

1. Creation of New Facilities & Equipments

Item	Description	Rs. (Cr.)
a) Finance Lab	Ticker Window (One) Rs.6,00,000/- Bloomberg Terminal (One) Rs.5,00,000/- Desktop Lenovo Core i5 (Twenty) Rs.8,61,000/- Server (one) Rs.3,05,000/- Total Rs.22,66,000/-	.2266
b) Psychology Lab	Computers (Thirty) Rs.12,91,500/- LCD Projector (One) Rs.34,000/- Total Rs. 13,25,500/-	.1325
c) Language Lab	Sound System - Head Phone with Mic (Sixty) Rs.42,000/- Amplifier (One) Rs. 8,000/- Total-Rs.50,000/-	.005

E. J. Amidey

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Item	Description	Rs. (Cr.)
d) Supply & Installation of Solar System	Supply of 180 KWp Solar Photovoltaic System Rs.70,85,750/-, Structure Cost Rs.17,15,250/-, Installation of 180.5 KW Solar PV System Rs.7,00,000/- HT Net Meter Rs.42,000/- Reverse Power Relay Rs.25,000/- Inspectorate Approval Rs.1,05,000/- KSEB direct fee (feasibility) Rs.1,180/- KSEB direct fee (Plant Registration) Rs.1,50,000/- Total Rs.98,24,000/-	.982
e) Smart Class Rooms/ Computer Lab	Desktop Lonovo Core i3 for Class Room (Thirty) Rs.6,63,000/- Desktop Lonovo Core i3 for Computer Lab (15 Nos) Rs.4,97,250/- Projector (Ten) Rs.3,44,000/-, Laptop HP (05 Nos) Rs.1,88,000/- Total – Rs.16,82,250/- Grand Total Rs.1,51,57,250/-	.1692

2. Academic Excellence, Quality Enhancement, Teaching & Research

Item	Description	Rs. (Cr.)
a) Academic Plan focusing on current thrust of expertise	1.International & National Seminars (International 2 Nos Rs.6,00,000/-, National 6 Nos Rs.9,00,000/-) 2.Simulation (15 USD*225*2=Rs.4,72,000/- 3.Assessment & Development Centre Rs.8,00,000/- 4.Case Based Pedagogy Workshop Rs.6,00,000/- 5.Business Analytics Courses Rs.2,00,000/- 6.Simulation Pedagogy Workshop Rs.1,00,000/- 7.Business Analytics Workshops Rs.70,000/- 8. Pre-placement training for UG & PG Rs.4,00,000/- Total Rs.41,42,000/-	.4142
b) Faculty recruitment policy & plan requirements	1. Research Track (1 No.Rs.1,25,000/- 12 Months=Rs.15,00,000/- 2. Academic Track (1 No. Rs.1,20,000/- 12 Months=Rs.14,40,000/- 3.Practitioner Track (1 No.*Rs.2,20,000/-+ 1 No. Rs.1,00,000/- 12 Months= Rs.38,40,000/- Total – Rs.67,80,000/-	.6780
c) Recruit Faculty from industry, government, non-profit organization and Overseas	1.International Faculty (to teach full course, 2 Nos 5,00,000/- = Rs.10,00,000/-), to teach full subjects 10 Nos 2,50,000 = Rs.25,00,000/- 2.Visiting Faculty (Teaching full course from premier institutions like IIMs, IITs, TISS etc, 7 Nos Rs.3,00,000/- = Rs.21,00,000/- 3. Visiting Faculty from Industry/Government/ NPOs (7 Nos * 2,00,000/- = Rs.14,00,000/- 4.Visiting Faculty to deliver enrichment lectures Rs.10,00,000/-, Total – Rs. 80,00,000/-	.80

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Item	Description	Rs. (Cr.)
d) Student admission plan – Indian and Overseas	Promotional Expenses 1.EdCIL (Attending Educational Fairs & Exhibitions, Liaison with University & EdCIL – Rs.12,00,000/- 2.ICCR (Visits & Dignitary visits, liaison with University & ICCR) – Rs.2,97,000/- Total Rs.14,97,000/-	.1497
e) Scholarships	1.Rajagiri Scholarship for Excellence (RiSE) – Diversity Scholarship – Rs.15,00,000/- 2.Merit cum Means scholarships – Rs.7,45,000/- Total – Rs.22,45,000/-	.2245
f) Comprehensive plan to develop research laboratories	1.To set up Bio-Feed Back lab for Psychology students – Rs.8,00,000/- 2.To set up probiotic lab for developing small & medium enterprise – Rs.7,00,000/- Total Rs.15,00,000/-	.15
g) Teaching & Research collaborations with global universities	1. Internet collaborations (Expenses for student and faculty mobility, Student 8 Nos. Rs.1,00,000/-, Faculty 3 Nos Rs.1,50,000/- Rs.4,50,000/- Rs.12,50,000/- 2.Tie up (hospitality expenses Rs.2,47,000/-)	.1497
h) Networking plan for teaching & research partnership	1.Mentoring (for publication workshops Rs.2,00,000/- 2.Training (for using different softwares Rs.2,00,000/- 3.Research Workshops (2 Nos Rs.1,74,000/- = Rs.3,48,000/-	.0748
i) Accreditation from National & International Agencies	1.AC BSP (Rs.12,00,000/-) } Application Fee 2.NBA (Rs.1,34,000/-) } Eligibility Fee, Review 3.NAAC (Rs.1,00,000/-) } Fee & Accreditation Fee	.1434
j) Alumni	1.Professional Support (Rs.3,00,000/-) 2.Consultation Support (Rs.2,00,000/-) 3.Decision Making (Rs.2,00,000/-) 4.Alumni Connect Software (Rs.49,000/-)	.0749
k) World Ranking	1.World Ranking like EQUIS (EFMD Quality Improvement System) (Investments to enhance Research & Publications output like research funds and incentives) (Rs.2,95,000/-) 2.Attending EQUIS/EFMD Accreditation/Seminars / Workshops and Conferences (Rs.3,00,000/-)	.0595

E. J. Smith

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Item	Description	Rs. (Cr.)
1)	1. FDP (Innovative Pedagogy's 1 No. Rs.50,000/- 2. Journals – OJS Platform (Rs.75,000/-) 3.SPSS Software License (Rs.2,50,000) 4. EBSCO-Business Source Premier (Rs.9,15,876) 5.EBSCO-Psychology & Behavioral Science (Rs.3,99,593/-) 6. EBSCO-CINAHL (Rs.3,89,880/-) 7. DELNET-Proquest (Rs.71,000/-) 8. Bar Code Printer (1 Nos. Rs.14,000/-) 9. Desktop Lenovo Core i5 (Digital Library-38 Nos (Rs.16,35,900/-) 10. Seed money for faculty research for conducting research in the areas of Management, Social Sciences, Psychology, Commerce and Computer Science (Rs.3,50,000/-) 11. 100 mbps internet least line (Rs.11,45,151/-) 12. Bloomberg Terminal License (1 No. Rs.5,00,000/- Total - Rs.57,96,400/- Total Rs.3,49,83,400/-	.5796
Grand Total	5.0140 (Rupees Five Crore & One Lakh Forty Thousand only)	

The Principal also briefed about the policies in the areas of Operations such as Publication, Consultancy, e-governance etc for consideration and approval.

The Governing Council resolved to approve the above proposals placed before the meeting

Binoy Joseph Ph.D
Principal & Ex-officio Secretary

Kochi
27-04-2019

Fr. (Dr.) Jose Kuriedath CMI
Chairman

