

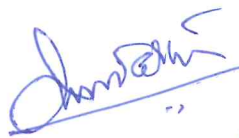
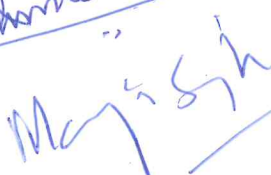
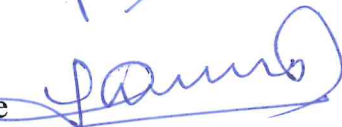


**Third meeting of the Second Governing Council at 3.00 PM on
29th May 2017 at RBS Board Room, Kakkanad, Kochi**

Item No.	AGENDA
	Silent Prayer
1.	Confirmation of the Minutes of the previous meeting held on 21 st December 2016
2.	Action Taken Report
3.	Reporting activities
4.	Syllabus revision of UG programmes
5.	Publication of results of various semester examinations held in November 2016 – ratification
6.	Marginal increase of seats to various programmes in the academic year 2017-2018
7.	Revision of fee structures by the MG University for various purposes
8.	Admission schedule for UG programmes 2017
9.	MG University Hand-book for Autonomous Colleges
10.	Issue of revised mark-list for the semester examinations
11.	Other items admitted by the Chair

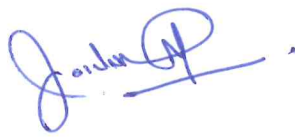



Binoy Joseph Ph.D
Principal & Ex-officio Secretary

Members Present

1. Rev. Dr. Jose Kuriedath CMI Chairman 
2. Dr. Manju Singh, Joint Secretary Member UGC 
3. Dr. P. Thomas Mathew MG University Nominee 
4. Dr. Anilkumar K Member *leave*
5. Dr. Anish K R Member 
6. Dr. Manoj Mathew Member *leave.*
7. Dr. Binoy Joseph Principal & Ex-Officio Secretary 

Special Invitees

1. Rev. Fr. Jose Alex Oruthayappilly CMI: 
2. Dr. Joseph I. Injodey : 

Minutes of the third meeting of the second Governing Council of Rajagiri College of Social Sciences (Autonomous) held at 3.00 PM on 29th May 2017 at the Board Room of Rajagiri Business School, Kakkanad, Kochi-682039

Members Present

1. Rev. Fr. (Dr.) Jose Kuriedath CMI Chairman
2. Dr. Manju Singh, Joint Secretary Member, UGC Nominee
3. Dr. P. Thomas Mathew Member, MG University Nominee
4. Dr. Anish K R Member
5. Dr. Binoy Joseph Principal & Ex-Officio Secretary

Special Invitees

1. Rev. Fr. Jose Alex Oruthayappilly CMI
2. Dr. Joseph I Injodey

Leave of Absence

1. Dr. Anilkumar K. Member
2. Dr. Manoj Mathew Member

The meeting started with a silent prayer.

L. J. Anil K R

Welcome

Dr. Binoy Joseph, the Principal of the College extended a warm welcome to Rev. Fr. (Dr.) Jose Kuriedath CMI, the new Manager of the College and the Chairman of the Governing Council. The Principal also welcomed Dr. P. Thomas Mathew, Principal UC College Aluva, the new nominee of the MG University and other members to the meeting.

Introductory speech by the Chairman

The Chairman of the meeting Rev. Fr. (Dr.) Jose Kuriedath CMI, gave an introductory speech and requested the continued cooperation of the members in future.

After this, the agenda was taken up for discussion and the Secretary read the items on the agenda.

Item No. GC2.3/1 Confirmation of minutes of the previous meeting held on 21-12-2016.

The minutes of the previous meeting of the Governing Council held on 21st December 2016 was read out by the Secretary.

As the members raised no objection, they unanimously resolved to approve the minutes of the previous meeting.

Item No. GC 2.3/2 Action taken report

The Secretary presented the action taken report on the resolutions of the previous meeting.

The Governing Council took note of the action taken on the resolutions and resolved to approve the same.

Item No. GC 2.3/3 Reporting of activities

(a) Three-day International Conference

The three-day International Conference held from 4th to 6th January 2017 at Rajagiri Valley Campus, Kakkanad was a great success. More than 80 renowned professionals

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from 17 countries including delegates from various States of India attended the Conference. The Conference attracted wide appreciation due to the relevance strength of the theme.

The Principal also reported that the Social Work Department got a prestigious award worth Rs.70 lakhs for the social work activities of the College from UKIERI (United Kingdom-Indian Education Research Initiative) Project by UGC and British Council in collaboration with the University of York. Fr. (Dr.) Saju MD CMI was selected as the Principal Investigator of the project.

The Governing Council noted the matter and congratulated all the members of the Institution for their contribution for achieving such a recognition.

(b) Issue of degree certificate by the MG University

The UGC granted autonomous status to the College in June 2014 and the first autonomous batch of students (BLISc., MLISc., PGDAHS) completed the programmes in March 2015 and subsequent batch in March 2016. The list of successful candidates in the final examinations held in March 2015 and 2016 respectively was submitted to MG University. Tabulation Registers prepared by the College and other related documents were also submitted to the MG University to facilitate the issue of the degree certificates. It is learnt that the process for issuing of the degree certificate has not yet been completed by the University.

The Governing Council noted the delay in issuing the degree certificates to the successful candidates of the College.

(c) Educational Institutions: National Ranking by NIRF, Ministry of HRD, Govt. of India

According to the nation-wide ranking system conducted by the Ministry of HRD, Govt. of India, the Rajagiri College of Social Sciences has been ranked an exemplary 25th position among the Arts & Science Colleges in India. The National Institutional Ranking Framework (NIRF) ranked the Institution on the basis of five parameters (1) teaching, learning resources (2) research and professional practices (3) graduation outcomes (4) Outreach inclusively and (5) perception among peers, employees and the public.

L. J. Ami

The School of Management has also bagged the rank between 51-75 band among the Business Schools.

The Governing Council noted the matter and appreciated the efforts taken by the members of the institution for achieving this goal.

(d) Malpractice detected in the IV Semester MCA degree examination March 2017

During the written examination of IVth Semester MCA degree examination "MCA 423 Android" on 20th March 2017, it was found that Mr. Shine K. Kuriakose, a candidate with Registration No. 15024037 brought the Hall Ticket of IInd Semester MCA Examination March 2017 (Supplementary) with pre-written answers for copying it to IVth Semester examination of that day. This was detected by the invigilator on duty and he reported the matter to the HOD and the Controller of Examinations. As directed by the Controller of Examinations, the answer book and the Hall Ticket of the IInd Semester Examinations were seized and he was directed to leave the examination hall forthwith.

Then an Enquiry Committee was constituted consisting of :

- 1) Dr. Bindiya M. Varghese, HOD, Computer Science
- 2) Sr. (Dr.) Lizy P J, Department of Social Work
- 3) Fr. (Dr.) Joseph M K, Department of Social Work
- 4) Prof. Shiju Thomas MY, Department of Computer Science
- 5) Prof. Prema S. Thomas, Asst. Controller of Examinations

and a detailed enquiry was conducted. The candidate was given a chance to explain his case. He had admitted the mistake and it was found that the candidate had brought the pre-written Hall Ticket in the examination hall for resorting to malpractice in the examination hall.

After considering all the facts, the Committee recommended to cancel the examination "MCA 423 Android" taken by him on 20-03-2017 and not permit him to appear for further examinations of IVth Semester during this year.

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-5-

The recommendations made by the Enquiry Committee and the Controller of Examinations were accepted by the Principal and the order was issued to impose the punishment in the following lines:

- a) to cancel the examination "MCA 423 Android" written by the candidate on 20-03-2017 and
- b) to debar him from appearing any of the examinations of IVth Semester for the year 2017.

The action taken by the Principal may be ratified by the Governing Council.

The Governing Council noted the issue and after deliberation, it was resolved to ratify the action taken by the Principal.

Item No. GC 2.3/4 Syllabus revision of UG programme

The MG University has decided to introduce revised syllabus for all the under-graduate programmes with effect from the academic year 2017-18. Since the running syllabus of our UG programmes are the same as that of MG University, the revised syllabi of MG University may be implemented in our College with effect from 2017-18. If any practical difficulty in implementing the revised syllabi is experienced, we may continue the existing syllabus for this year and revise the same for the next academic year, 2018-19.

The Governing Council considered the revision of syllabus of UG programmes for the academic year 2017-18 and it was resolved to follow the new syllabus of MG University for 2017-18 onwards.

Item No. GC 2.3/5 Publication of results of various semester examinations held in November 2016 – ratification

The results of the following examinations were finalized and published after convening the Pass Board meetings of the examinations concerned. Thus the action taken by the Principal in publishing the results of the following examinations is reported for ratification by the Governing Council.

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-6-

Programme	Semester	No. of students appeared	No. of students passed	% Pass
MCA	First	40	27	68%
	Third	40	29	73%
	Fifth	44	37	84%
MSW	First	49	39	80%
	Third	57	51	89%
M. Phil	First	8	07	88%
MLISc.	First	14	11	79%
BLISc.	First	20	15	75%
BSW	First	38	34	89%
	Third	38	34	89%
	Fifth	36	32	89%
PGDCSW	First	07	06	86%
BBA	First	29	17	59%
B.Com Model-I (Comp. Appln)	First	40	26	65%
	Third	48	46	96%
B.Com Model-II (Fin & Tax)	First	38	37	97%
	Third	49	47	96%
B.Com Model-I (Fin & Tax)	First	35	35	100%
MBA	First	116	77	66%
	Third	118	82	69%
MHRM	First	34	21	62%
	Third	35	27	77%

The Governing Council resolved to ratify the action taken by the Principal in publishing the results of the above examinations and issue of the mark-lists.

Item No. GC 2. 3/6

Marginal increase of seats to various programmes in the academic year 2017-18

Q. J. Anni

Considering the high demand for admission to various UG & PG programmes, the MG University may be requested to grant marginal increase of seats for 2017-18 admission as follows:

- | | |
|-------------------------------|------------------------|
| a) All UG & BLISc. programmes | 25% |
| b) PG & M.Phil programme | 20% (Except MBA & MCA) |

The Governing Council resolved to seek the MG University to grant marginal increase of seats to various programmes as noted above for the academic year 2017-18.

Item No. GC 2. 3/7 **Revision in fee structures by the University for various purposes**

(a) Enhancement of fee for issuing final semester mark-list of UG and PG Programmes

The fee for issuing mark-list of **final semester examinations** has been enhanced to Rs.100 (rupees one hundred only) by the MG University. In order to meet part of expenses towards the conduct of examinations of the College, the present rate of fee of Rs. 50/- (rupees fifty) may be enhanced to Rs. 100/- (rupees one hundred only) at par with the rate fixed by MG University for issuing the final semester mark-list of all programmes with effect from the academic year 2017-18.

The matter is placed before the Governing Council for consideration.

The Governing Council resolved to collect Rs.100/- (rupees one hundred only) as fee for issuing mark-list of final semester examinations of all programmes conducted by the College with effect from the academic year 2017-18.

(b) Collection of revised rate of fee from students admitted from 2017-18

The MG University vide its Order No.2896/A1/2017 Acad dated 17-05-2017 enhanced the sports affiliation fee from Rs.150/- to Rs.300/- and directed to remit Rs.200/- to the University fund and retain Rs.100/- by the College for the utilization of various sports activities.

The matter is placed before the Governing Council for consideration.



The Governing Council noted the matter and resolved to collect the revised rate of fee from the students admitted from 2017-18 onwards and remit the same due to the University.

(c) Collection of revised fee towards Students Affiliation, Students Welfare Fund and Matriculation fee from 2017-18

The MG University vide its Order No.2824/A1/2017/Acad dated 15-05-2017 enhanced the rates of Student Affiliation fee (Rs.350/- for PG and Rs.300/- for UG) to Rs.400/- for PG & UG programmes, Students Welfare Fund (Rs.20/-) to Rs.30/- and Matriculation fee (Rs.100/-) to Rs.150/- effective from the academic year 2017-18.

The matter is placed before the Governing Council for perusal and implementation.

The Governing Council noted the matter and resolved to collect the revised rate of fee from the students admitted from 2017-18 and remit the same to MG University.

(d) Enhancement of fee for issuing degree certificate by the University

As per Section 117 of MG University Act 1985 (Amended), the University shall award degrees, diplomas etc. to the students evaluated and recommended by the autonomous colleges after levying a reasonable fee as may be prescribed by the University for the same. Now the University vide its Order dated 5th May 2017 has informed that the University has decided to levy an amount of Rs.1160/- and Rs.1180/- respectively from each candidate as fee for issuing degree certificates of graduate and post graduate programmes of autonomous colleges.

The matter is presented before the Governing Council for information.

The Governing Council noted the matter and expressed its concern on the exorbitant rate of fee fixed by the MG University for services rendered to the autonomous colleges.

Item No. GC 2. 3/8 Admission schedule for UG Programme 2017

L. J. Anand

The College Council at its meeting held on 03-05-2017 discussed the admission schedule of all UG programmes for the academic year 2017-18. The admission schedule has been prepared based on certain guidelines issued by the MG University (UO No.2906/3/AcBVii/2017 dated 18-05-2017).

(Schedule attached).

The Governing Council discussed the admission process of various programmes and resolved to approve the admission schedule of UG programme for the academic year 2017-18. The University nominee has also remarked that the schedule is almost akin to the one published by the MG University.

Item No. GC 2. 3/9 MG University Hand book for Autonomous Colleges

The MG University vide its Order No.2907/3/AcBvii/2017 dated 18-05-2017 issued a hand book with guidelines to be followed by Autonomous Colleges affiliated to the University.

It is observed that guidelines/directives issued by the MG University from time to time has been consolidated in this hand book and classified under three heads such as, Admission, Examinations and Academics for observance by the Autonomous Colleges.

The matter is presented before the Governing Council for perusal and implementation.

The Governing Council discussed the issues detailed in the Hand-book issued by the MG University. While discussing the issues, the Governing Council observed certain disparity in the above guidelines with UGC norms especially in the conduct of academic programmes.

The UGC nominee has also informed that the UGC has published revised guidelines for autonomous colleges in May 2017. The UGC guidelines have been issued with a view to improve the quality of undergraduate education by delinking the same from the affiliating structure. It was felt that the regulations of the University and its common systems have affected the academic development of the autonomous colleges.



For instance, autonomous colleges aspire to commence new relevant courses facilitated by the University, but these courses could not be smoothly started because of the new stipulations and directives issued by the University from time to time.

Item No. GC 2. 3/10 Issue of revised mark list for the semester examinations:

The mark-list of semester examinations, since autonomy, was issued by the College to the students including the final semester examination. The passouts of the College submitted application to the University for Degree Certificates and the University has now informed the College that the word 'END' used in the mark-list format is to be removed. (eg. Third Semester MBA 2014-16 *End* Semester Examination Nov 2014) and issue the revised mark-list to the candidates.

The matter is reported for consideration and approval.

The Governing Council resolved to adopt the format of mark-list as per the University directives.

Item No. GC 2.3/11 Other items.

a) Publication of results of examinations held in March 2017.

The results of various semester examination held in March 2017 were presented before the Governing Council for consideration and approval. The statistics of results of the examinations were prepared based on the final marks with moderation proposed by the Board of Examiners.

The classification of results of various examinations is as follows:

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Programme	Sem	Candidates appeared	Pass %
MCA	II	38	76%
	IV	40	83%
	VI	43	100%
MLISc	II	14	100%
BLISc	II	20	85%
MSW	II	49	78%
	IV	57	95%
M.Phil	II	05	100%
BSW	II	38	84%
	IV	38	92%
	VI	36	97%
PGDCSW	II	06	83%
BBA	II	29	52%
B.Com Model-I (CA)	II	37	54%
	IV	48	75%
B.Com Model-II (FT)	II	37	89%
	IV	49	92%
B.Com Model-I (FT)	II	35	97%
B.Sc Psychology	I	29	100%
	II	29	100%
MHRM	IV	35	86%

The Governing Council scrutinized the results of various examinations and resolved to grant approval for publication and issue of mark-list to the students.

b) Constitution of Board of Studies in English

The Principal presented the proposal for constituting a Board of Studies in English for the undergraduate programmes.

The Governing Council discussed the matter and resolved to constitute the Board of Studies with experts as laid down in the MG University Act.

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-12-

Vote of thanks

The meeting came to an end by 4.20 PM with a vote of thanks by the Principal



Binoy Joseph Ph.D
Principal & Ex-officio Secretary



Dr. Jose Kuriedath CMI
Chairman

Place : Kakkanad, Kochi
Date : 29th May 2017