

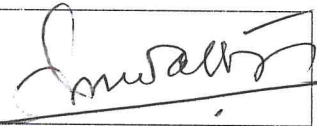
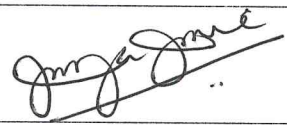
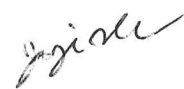





**First meeting of the Third Governing Council at 11.00 AM on  
30<sup>th</sup> November 2018, Friday at RBS Board Room, Kakkanad, Kochi**

Item No.	AGENDA
	Silent Prayer
1.	Confirmation of the Minutes of the previous meeting held on 05 May 2018
2.	Action Taken Report
3.	Reporting activities
4.	Implementation of University Orders for granting grace marks in the semester examinations
5.	Nomination of four members to the re-constituted Academic Council of the College
6.	Approval for revision in the scheme and syllabi of MSW & M.Sc Computer Science with Data Analytics
7.	IQAC Reports
8.	Other items admitted by the Chair

*B. Joseph*

**Binoy Joseph Ph.D**  
**Principal & Ex-officio Secretary**

Members Present

1.	Fr. Dr. Jose Kuriedath CMI	Chairman	
2.	Dr. Manju Singh	UGC Nominee	Leave
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 first meeting of the Third Governing Council of Rajagiri College of Social Sciences (Autonomous) held at 11.00 am on 30<sup>th</sup> Nov 2018 (Friday) at the Board Room of Rajagiri Business School, Rajagiri Valley Campus, Kakkanad, Kochi.**

**Members Present**

S.No.	Name	
1	Rev. (Dr.) Jose Kuriedath CMI	Chairman
2.	Dr. Jaya Jaise	MGU Nominee
3.	Dr. Joji Alex N.	Member
4.	Dr. Anish K R	Member
5.	Dr. Manoj Mathew	Member
6.	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. Manju Singh	UGC Nominee
2	Dr. R K Suresh Kumar	Govt. Nominee

The meeting started with a silent prayer.

The Chairman of the meeting introduced the members and extended a warm welcome to the new members. The chairman then invited the secretary to present the agenda.

*Q. J. P. 2018*



**Item No. GC 3. 1/1****Confirmation of the minutes of the previous meeting held on 05May 2018**

The Secretary read out the minutes of the previous meeting of the Governing Council held on 05 May 2018.

As the members find no issues which needed to be corrected, the minutes of the previous meeting were passed unanimously.

**Item No. GC 3. 1/2****Action taken report**

a) Submission of revised syllabi of MBA, MHRM, MCA to MG University:

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

b) Marginal increase of seats for the academic year 2018-19:

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) Conduct of supplementary examinations:

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 the 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 of the M G University.

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.

J. J. Amith

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

As resolved in the last meeting, application for introduction of a new M.Sc programme in the Department of Computer Science was submitted to the MG University on 29<sup>th</sup> Aug 2018 along with the syllabus of the new programme. The University considered the syllabus of the M.Sc. Computer Science with Data Analytics a specialization and recommended certain suggestions/ modifications in the new syllabus. The suggestions / modifications in the syllabus will be considered in the next meeting of the Board of Studies of Computer Science.

The recommendations of the BOS and Academic Council will be presented before the Governing Council for approval and onward submission to the MG University.

e) Enhancement of existing intake from 45 to 60 of MCA programme:

As per the approval granted by AICTE, application for granting enhancement of the existing intake from 45 to 60 of MCA programme was submitted to the MG University for the academic year 2018-2019.

Now the MG University, vide its letter dated 19-09-2018, rejected the same saying that the proposal was submitted after the statutory date prescribed (31-08-2017 was the last date for submission of application for 2018-19).

Hence, another request has been submitted to the MG University for considering the same for the next academic year 2019-20.

The Governing Council noted the action taken thereon and approved. With regard to sub-para (d) above, the MGU Nominee has opined to follow the latest orders of the MGU while re-submitting the proposal.

**Item No. GC. 3. 1/3**

**Reporting of Activities since the last meeting**

a) Meeting of various Board of Studies and Academic Council:

As per the provisions of MG University Act 1985, meetings of various Boards of studies are scheduled to be conducted on 17-11-2018, 19-11-2018 and Academic Council on 24<sup>th</sup> Nov 2018.

The matter was noted.

b) Publications of results of various semester examinations held in March/April 2018 and supplementary examinations held in July 2018:

The results of various semester examinations held in March / April 2018 and supplementary exams were finalized and published after convening the meeting of the Pass Boards concerned. The action taken by the Principal in publishing the results of the examinations after revaluation is placed before the Governing Council for approval. (Details attached separately as Annexure-I).

L. P. Anand



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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 the 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 4<sup>th</sup> 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 continue the programme till the end of the academic year 2018-19 as against the University Order.

The matter was discussed and resolved to wait for the final decision of the MG University.

d) Conduct of B.Sc. Psychology programme under Model-I stream – permission granted by the MG University

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 the MG University, permission was sought for the conversion of the same to B.Sc. Psychology Model-1 stream. Now the permission has been granted by the MG University for the conduct of B.Sc. Psychology under Model-I stream with effect from 2016-17 onwards.

The Governing Council expressed gratitude for granting permission by the University to continue the B.Sc. Psychology programme under Model-1 stream.

e) 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 in 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.

The matter was discussed. The MG University Nominee pointed out that the MG University regulations that are applicable to affiliated colleges are also applicable to Autonomous Colleges under its affiliation. However, the Governing Council expressed concern on the action taken by the University.

f) 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 University, 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 matter was noted.

g) Rashtriya Uchchatar Shiksha Abhiyan (RUSA) Funding

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

Q. J. P. M. M.

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The efforts taken by the College team for the achievement was appreciated.

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

The College has been awarded the CPE status by the UGC 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 23<sup>rd</sup> Nov 2018.

Noted the matter.

i) 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 Campuses (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.

The team-work of the College was noted and appreciated its efforts.

Q. S. M. M.



**Item No. GC 3. 1/4                      Implementation of University Orders for granting grace marks in the semester examinations**

(a) The MG University vide its Order No. 4810/AcAVIII/01/2018 dated **12-06-2018** and **22-06-2018** issued certain guidelines for granting grace marks to the NSS volunteers of UG & PG programme for their participation in various activities of the NSS programmes.

(b) The MG University had also issued a set of guidelines for granting grace marks to eligible candidates who appear for various semester examinations.

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

The Governing Council approved the above guidelines for implementation.

**Item No. GC-3.1/5                      Nomination of four members to the re-constituted Academic Council of the College**

The Academic Council of the College has been reconstituted with effect from 13<sup>th</sup> July 2018 and as per Section 107 (d) of the MGU Act 1985, not less than four experts from outside the College representing various field of study are to be nominated by the Governing Council:

The Principal presented the names of following four subject experts from various fields of study:

- 1) Dr. K Sekar, Registrar, NIMHANS, Hosur Road, Bangalore-560029  
E-mail: [sekar@nimhans.ac.in](mailto:sekar@nimhans.ac.in) Tel No. 080-26995005/6, 26564199
- 2) Dr. K. Poulouse Jacob, Former Pro Vice Chancellor, CUSAT, Emeritus Professor, Department of Computer Science, CUSAT, Cochin University P O, Kochi-682022  
E-mail: [kpj@cusat.ac.in](mailto:kpj@cusat.ac.in) / [kpj0101@gmail.com](mailto:kpj0101@gmail.com) Mob-9847123534
- 3) Dr. Sam Thomas, Professor, School of Management Studies, CUSAT Cochin University P O, Kochi-682022  
E-mail: [sam@cusat.ac.in](mailto:sam@cusat.ac.in) Mob-9846152127
- 4) Fr. (Dr.) Johnson X. Palackappillil CMI, Principal, SH College, Thevera O/P O, Ernakulam-682013  
E-mail: [principal@shcollege.ac.in](mailto:principal@shcollege.ac.in) Mob-9447155564

The Governing Council unanimously approved the nomination for inclusion of these four subject experts from various fields of study in the Academic Council of the College.

*Q. P. Anand*

**Item No. GC-3.1/6: Approval for revision in the scheme & syllabi of MSW & M.Sc. Computer Science with Data Analytics:**

The revised Syllabi of MSW & M.Sc. Computer Science programmes approved by the Academic Council and Governing Council were submitted to the MG University for approval. The MG University, after considering the scheme & syllabi of both the programmes has directed to resubmit the syllabi incorporating certain modifications in accordance with the scheme of the existing courses.

Now, the Board of Studies of the respective programmes will discuss the matter in detail and restructure the syllabi accordingly. The recommendations of the Board of Studies and the Academic Council will be presented to the Governing Council separately.

**Item No. GC-3.1/6: Continued**

**Approval for revision in the scheme & syllabi of MSW & M.Sc. Computer Science with Data Analytics:**

Based on the recommendations made by the Board of Studies of Social Work and Computer Sciences respectively, the Academic Council at its meeting held on 24<sup>th</sup> Nov 2018 has resolved to approve the revision effected in the scheme and syllabi of MSW & M.Sc. Computer Science with Data Analytics effective from the academic year 2019-20. This may be approved by the Governing Council.

The MG University Nominee opined that the revised syllabi being forwarded to the MGU for approval should have certification of the Principal regarding the extent of change incorporated in it, in accordance with the procedures of the affiliating University. After taking the opinion of the MGU Nominee in to consideration, the Governing Council approved the resolution of the Academic Council and resolved to forward the revised syllabi of MSW and M.Sc Computer Science with Data Analytics as specialization to the MG University for approval from the academic year 2019-20 onwards.

**Item No. GC-3.1/7: IQAC Reports**

In order to provide excellent quality in education, especially in higher education sector, the Internal Quality Assurance Cell (IQAC) was established as per the guidelines of the UGC. The Cell has been functioning accordingly to achieve the major objective of our IQA through continuous monitoring and constant follow-ups. The annual report of the IQAC is to be forwarded to the UGC shortly.

The Governing Council appreciated the continuous efforts taken by the IQA team.

Q. J. Anand



**Item No. GC-3.1/8: Other items admitted by the Chair:**

a) The NAAC/UGC selected Rajagiri College of Social Sciences (RCSS) for mentoring non-accredited colleges in the nearby areas. RCSS will guide the nearby non-accredited colleges to attain the standards for accreditation as per the guidelines issued by NAAC. For this, willingness of nearby non-accredited colleges are to be obtained and then RCSS will guide them to attain the objectives of accreditation.

b) 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 1<sup>st</sup> November 2018 to 31<sup>st</sup> October 2021 for carrying out various CSR activities of various corporates.

c) The Chairman informed the Governing 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.

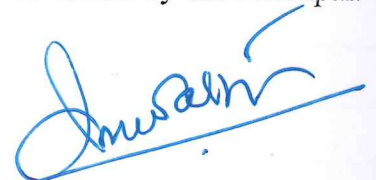
**Vote of thanks**

The meeting came to an end by 12.30 pm with a vote of thanks by the Principal.



**Binoy Joseph Ph.D**  
**Principal & Ex-officio Secretary**

Dated 30 Nov 2018  
Kakkanad, Kochi



**Fr. Dr. Jose Kuriedath CMI**  
**Chairman**