



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

**Rajagiri College of Social Sciences (Autonomous)**  
"College With Potential For Excellence"  
(Affiliated to Mahatma Gandhi University)  
NAAC Accreditation

Year 2000 at Five Star Level

Year 2007 at A+ Level

Year 2013 - at A Grade with CGPA of 3.70 on 4 point scale

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

**July- December, 2019**

### Action Taken Report (ATR)

*(Based on the decisions taken at the IQAC meeting held on Tuesday, 16<sup>th</sup>, July 2019  
from 4.30-5.30 Pm at the Carmel Hall, kalamassery)*

**Decisions taken on the following agenda items at the meeting and the Action Taken upon the decisions-----**

#### **Agenda Item No.2. Fixing the dates for convening the meetings of the statutory Committees of the Autonomous Colleges**

The meetings of the following statutory committees as suggested by the IQAC committee was held with the proposed agenda as follows

<b>Statutory Committee</b>	<b>Proposed Month</b>	<b>Proposed Agenda</b>
<b>Academic Council</b>	<b>August 2019</b>	Approving the minutes of the various BOS meetings held on 06 <sup>th</sup> , April, 2019 Extension of Autonomy NAAC 4 <sup>th</sup> cycle A & A
<b>Governing Council</b>	<b>August 2019</b>	Extension of Autonomy NAAC 4 <sup>th</sup> cycle A & A
		Publication of results of the various Examinations ( after revaluation ) held in March, 2019
	<b>December 2019</b>	Introduction of new Programmes for the academic year 2020-21 Revised syllabus of the Integrated MLib LSc programme for the year 2020-2021 Publication of results of various examinations held in October-November, 2019



### **Agenda item No.3.AQAR Submission for the year 2018-19**

IQAC Coordinator Dr. Mary Venus Joseph informed that as per the Revised NAAC Guidelines for the IQACs dated 26th September, 2019, the HEIs are expected to submit the AQAR after one year from date of Accreditation every year. RCSS was accredited during the month of March.Hence the AQAR for 2018-19 could be submitted only after one year that is in March, 2020.

On the Institutional Website, a separate link has been created for the IQAC to create its exclusive window tab for keeping the records/files of NAAC, Peer Team Reports, AQAR, and Certificate of Accreditation Outcomes and regularly upload/ report on its activities, as well as for hosting the AQAR. The minutes of IQAC meetings held during 2014- 19 and compliance to the decisions are uploaded on the institutional website.

### **Agenda item No 4. NAAC 4th Cycle A&A –Preparation of the SSR**

The NAAC has revised Data Template for Autonomous Colleges with effect from December, 2019 and hence the Criterion Champions are reworking on each of the Criterion to incorporate the revision made.

### **Agenda item No 5. Unique practices of the College**

The following exclusive practices of the college continue

- i. The Assessment and Development Centre activities for students were conducted in July-August, 2019. Assessment and Development Centre (ADC) is one of the most important exercise done by Rajagiri Business School and Rajagiri School of Management. The ADC helps the institution to assess and profile the competency level of entire batch of students. Based on the assessment, the professional team of assessors will also create a Development Action Plan (DAP) for every student which will be used as the key document guiding the development activities of students during their next two years at Rajagiri.
- ii. Tenth edition of Rajagiri National Business Quiz (Rajagiri NBQ) during November,2019  
The Rajagiri National Business Quiz set its sail for the 10th year and the grand finale was on November 23, 2019. Rajagiri NBQ creates a unique platform for the corporates and students to battle out their understanding of the business world. Grand Finale Winner in Student Category was PES University and in Corporate





Category was Sai Mitra. Mr. Mitesh Agrawal, Vice President and CTO, Oracle India was the Quiz Master.

### **Agenda item No 7 Implementation of UGC measures for persons with disabilities**

As per the MG University order No 16669/AC A1/2/2019/AcA1 dt 06/07/2019 Rajagiri College implemented the following measures

1. Adoption and implementation of Harmonised Guidelines and Space Standards for Barrier free Built Environment for Persons with Disability and Elderly Persons, developed in February, 2016 by Ministry of Urban Development, Government of India, to make existing building barrier free and accessible for Persons with Disabilities and the aforesaid guidelines followed during approval of the plan and Detailed Project Report in case of new building.
2. To form an Internal Committee comprising teachers, staff, students and parents for taking care of day to day needs of differently abled persons as well as for implementation of the schemes existing and to be devised in future.
3. To report the proper functioning of Equal Opportunity Cell in the Colleges, Universities and other higher education institutions.

### **Agenda item No 8 Quality promotional Conferences/seminars organised by the Departments**

#### **Seminars Organised**

- The Department of Psychology, Rajagiri Centre for Behavioural Science and Research, Rajagiri College of Social Sciences, Kalamassery organized a seminar on “Qualitative Research” on 12 July 2019 in collaboration with The University of Malaysia, Sabah. Dr Balan Rathakrishnan, Associate Professor, Faculty of Psychology and Education, University Malaysia Sabah, was the chief resource person of the seminar.
- Seminar on New Educational Policy and its implications on Autonomous colleges in India was held on Friday, 20th, September 2019. This was Funded by RUSA 2.0. quality and Excellence in Autonomous Colleges. The Resource Person was Dr.D.P..Agarwal ,Ex. Chairman, UPSC
- As part of celebrating 20 years of Rajagiri Internationalization a seminar on “Trends in Internationalization of Higher Education Institutions” was conducted and the resource person was Dr. Philip G Laird who is from Trinity Western University, Canada.



- A one day seminar on the topic “Challenges and opportunities in the context of internationalization” was also conducted 20 years of Internationalization. The resource persons for the seminar were Dr. Sajimon Abraham, Director, University Centre for International Co-operation (UCIC), Mahatma Gandhi University, Kottayam and Shri. V K Siljo Director, Dept. of Higher Education, UNESCO Division.

### **Workshops organised**

- National Workshop on Financial management in Academic Libraries, was held on 13th-14<sup>th</sup>, Dec, 2019. It was organised by the Department of Library and Information Science, and Fr. Moses Library, Rajagiri College of Social Sciences (Autonomous), Kalamassery, Kerala. Library Professionals, Faculty Members and Administrative Staff participated.
- **The International Summer University in Social Work (ISUSW) 2019 on *Social Care and Well Being of the vulnerable populations* was hosted by Rajagiri College of Social Sciences (Autonomous), Cochin, Kerala State, India from 2nd July to 12<sup>th</sup>, July, 2020.** It was inaugurated by Shri. Suhas S. IAS District Collector, Ernakulam. The Guest of Honour was Lt. Col. Dr. Fr. Thomas C Mathew CMI, Former Vice Chancellor, Christ University, Professor Emeritus. Felicitation from ISUSW: Dr. Dafna Tener, President, Steering Committee, ISUSW 2019, Paul Baerwald School of Social Work and Social Welfare, The Hebrew University of Jerusalem and Dr. Sophie Tapparel General Secretary, ISUSW Consortium, University of Applied Sciences of Western Switzerland.
- A Summer School program was organised from July 15<sup>th</sup> to July 28<sup>th</sup> 2019 titled as “*Social Entrepreneurship-A multidisciplinary journey immersed in rich Indian Heritage and culture*”. General theme of the summer school was Social Entrepreneurship and it covers theoretical and practical in depth experiences from the perspectives of Public, private and voluntary sectors. This summer school had hands-on working experience on Sustainable Social Business Development plans which were well supported by the Industry visits.
- First Rajagiri Conference on Economics and Finance (RCEF) in association with the Indian Econometric Society was held on November 8 & 9, 2019 at Valley Campus. Dr. Kamaiah Bandi (Emeritus Professor), School of Economics, University of Hyderabad was the chief guest and Speaker.
- Rajagiri HR Fraternity Meet 2019 on the topic “Contribution of HR Profession to the Success of India Inc – Journeys completed and Opportunities Ahead” jointly





organized by Rajagiri Business School, Rajagiri College of Social Sciences, National Institute of Personnel Management Kerala Chapter, National HRD Network, Cochin Chapter and Oracle India on November 29, 2019. Mr. S Venkatesh, Group President - HR, RPG Group was the Chief Guest and had fireside chat with Prof. Vijayan Pankajakshan, Dean -HR, WE School, Mumbai, which was followed by a session on "Tectonic Shifts in HR Tech" by Mr. Hardeep Singh, Head, HCM Strategy, Oracle India and a talk on "Weaving HR solutions by Design Thinking" by Mr. U S Vineesh, renowned consultant on Design Thinking and Gamification. The event concluded with cultural activities.

### **Agenda item No 9. Quality Research Promotional Initiatives on Campus**

The review committee meeting to evaluate the minor research project proposals submitted under FRP, during the third cycle of October 2019, was held on 14.10 2019 at 11.00 am at Rajagiri Hill Campus. The meeting was presided over by the Research Director. The other review committee members were Dr. Binoy Joseph, Principal, Dr. Mary Venus Joseph, Dean-Research, Dr. Bindiya M Varghese, HOD, Computer Science Department and Dr. Fr. M.K Joseph, HOD, Social Work Department, Dr. K. X. Joseph, HOD, Commerce Department.

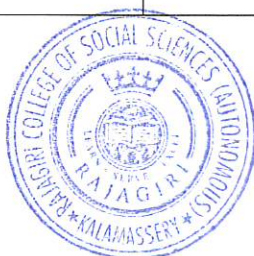
There were eight research proposals submitted by the members of faculty, All the principal investigators presented their proposals. The review committee members critically evaluated the proposals one by one and provided various suggestions with regard to the methodology, data collection etc. The review committee recommended the all the proposals submitted for financial support under Faculty Research Programme, with suggestions and modifications to be incorporated.

The committee also reviewed the progress of Minor research projects sanctioned in the 1<sup>st</sup> cycle of Rajagiri FRP. Dr. Minimol M C and Mr. Sabeen Govind presented their progress and the Committee evaluated the progress as satisfactory and recommended the release of the second instalment of financial support to them.

Following Faculty Members were sanctioned the seed money of Rs 50, 000 each for the MRPs during the year 2019-20



Sl.No	Faculty awarded seed Money for the MRP	Affiliating Department	Title of the MRP
1	Mr.Vishnu N S:	Commerce	Prospects of processed food industry: A study of fruits and vegetable industry in Ernakulam district
2	Dr. B Ramesh:	Commerce	Documentation of Rajagiri Campus plant diversity
3	Ms. Prema S Thomas:	Computer Science	Unconventional Career Path Prediction Using Data analytics
4	Dr. Giji George:	Social work	Wellbeing of Cancer Patients-Role of Hope and Social Support
5	Dr. Sr. Sunirose I P:	Social work	The problems, challenges and prospectus in skill development of Scheduled Caste youth in Vazhakulam Panchayt
6	Sr. Bincy C C:	Social work	Well-being of Children Affected by Family Violence
7	Dr. Nycil Romis Thomas :	Social work	Push-Pull Factors and Barriers to Physical Activity and Healthy Diet among Women: A Qualitative Inquiry



Activities undertaken by the Research Committee during the period (July- Dec, 2019):

- Review of MRP Proposals - Second cycle
- Progress review of MRPs sanctioned during the first cycle
- Call for MRP Proposals - third cycle
- Progress review of Faculty research and publications

The IQAC Coordinator mentioned that in association with the Department of Library and Information Sciences, the following quality research promotional programmes were organised

- The Faculty, Research scholars and PG students attended a talk on "Enhancing research quality: Role of Inlibnet Centre " by Sri Manoj Kumar K (Scientist D (computer Science) Information and Library Network (INFLIBNET) Centre , Gandhinagar, GUJARAT on Saturday 24/8/2019 at 10 am at Carmel Hall, RCSS .The talk was jointly organised by the School of Library and Information Science & Fr. Moses Library. More than 50 persons participated in this session including Post Graduate students, Research scholars and Faculty members.
- AICTE Sponsored One Week Short Term Training Programme On "Business Research and Data Analysis using SPSS and Structural Equation Modelling (SEM) using AMOS" was held from November 25 – 30, 2019. Faculty Coordinators were Dr Veeva Mathew and Prof. Deepak Babu
- Workshop on access to e-resources through J-gate. 65 students participated from various departments. The resource person was Mr. B.S Ravi Shankar from Informatics, Bangalore.
- Workshop on EBSCO. Students from the dept. of library science (BLISc and MLISc) and research scholars from Social work participated in the same

Dr.Minimol talked about the Rajagiri Management Journal issue brought out in June, 2019 and the forth coming December, 2019 issue. Dr.Joseph M.K. mentioned about the Rajagiri Journal of Social Development -June, 2019 and the forth coming December, 2019 issue.

### **Agenda item No 10. Quality initiatives for the Students**

IQAC supported the following Student Fests

- **Inflore**

Rajagiri Centre for Business Studies conducted its two-day INFLORE- Management Fest on 6th and 7th December 2019. This year the theme was 'Tomorrow Land for the People of Tomorrow'. Chief Guest was Shri. P Thilothaman, Hon.Minister for Food and Civil Supplies, Kerala.





- **Euphoria 2K19 during August,2019**

“Euphoria”, one of the Rajagiri's most prestigious technical fests conducted by the Department of Computer Science has always caught the attention of every professional as well as non-professional colleges across South India. The events that Unfolded this year were nothing but excellent as this year's Euphoria 2k19 started off with the “Green Initiative”. An innovation for the fest was the development of “Prof. RED” - a face recognition robot which was developed by Joseph Philip of the third year MCA (2017-20). The robot itself was made using trash materials, bio degradable items and thrown away bottles. Euphoria 2k19 became a success with the

Participation of over 150 students from across 36 colleges and Christ University, Bangalore emerged as the Overall Champion.

- Official launch of **Splendore 2019** was held at Basket Ball court by Cini Artist, Andrea Ann, former student of RCSS on September 4, 2019.

## **12. Training / Capacity building programmes to be organised on campus**

Dr.Fr.Joseph M.K. announced that the Department of Social work organised the following Training programmes on various themes for the public

- As part of the Skill development program initiative, the Two day basic counselling course was carried out on 29th and 30th November and on 14th and 15<sup>th</sup>, December. The Advanced Counselling course is planned to be organized on February 21, 22 and 23.
- Department of Social Work along with Life Science Department, RCSS organized Mushroom training sessions for 162 Kudumbasree members as well as for the students of 2 year MSW community development specialization.
- Rajagiri Outreach, Department of Women and Child Development and Department of Social Work, RCSS organized a one day seminar on Domestic Violence and Dowry Prohibition on 30th December
- Training for children in the Tribal hostels (Mathrirapally, Neriyamangalm, Pinavurkudi, Edamalayar), A joint venture of SW department and Rajagiri Outreach has been initiated





### **13. Annual Gender sensitisation Action Plan for the year 2019-20**

#### **1. Planning Meeting of the Rajagiri Gender Equity Cell -July**

- Department wise Gender equity and sensitisation orientation session to the newcomers- Orient gender sensitiveness and create positive values that supports all gender and their rights.
- Skill Development Programme for women in the Community (Women in various panchayats) Rajagiri Centre for Skill Development (RCSD)
- International Women's Day Women in RCSS Rajagiri Gender Equity Cell, IQAC Orientation sessions and sale of items by women.
- Submitted a Research Proposal on 'Knowledge/Awareness, Attitude and Practice on Menstrual Hygiene among Adolescent Girls in Kerala' to National Commission for Women, Govt. of India (14th September, 2019).
- Submitted a Seminar Proposal on Gender Sensitization – Issues and Challenges in Kerala' to National Commission for Women, New Delhi (13th September 2019).
- Women Entrepreneurship Flood Rehabilitation Project of Rotary Global Grant jointly implemented by Rotary Club of Kalamassery :Rotary Club entrusted Rajagiri and signed an MoU with outREACH for the monitoring of the project including selection of the flood affected beneficiaries for the training of tailoring course and distribution of sewing machines to 90 women beneficiaries from various flood affected Panchayaths of Ernakulam districts.
- Dr. Ann Baby attended a One-day Workshop on Women in Cyber Security as part of c0c0n -XII Hacking and Cyber Security at St.Teresa's College, Ernakulam on 26th September , 2019
- Women Entrepreneurship Programmes: Vocational Tailoring Training Programme was given to 90 selected women beneficiaries under the Global Grant Project in collaboration with Rotary Club of Kalamassery at N. Paravur. A recreational outing was organized for the 1st to 9th Phase women beneficiaries "Creating an Entrepreneur – K.P. Foundation Project at Thrissur.
- Membership -Mrs. Meena Kuruvilla, Project Director, Rajagiri outREACH, has been nominated by the High Court of Kerala, Ernakulam, (which was reconstituted by the Honourable Chief Justice of the High Court of Kerala) as the Member of the Internal Complaints Committee constituted under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013.

#### **Agenda item No 13. Initiatives for Internationalisation of the Academic Programmes of the College**

Following are the International students enrolled in the academic programmes in both the campuses



<b>Fulltime International Students in Hill Campus (2019-2022)</b>				
<b>SI No</b>	<b>Name</b>	<b>Course</b>	<b>Place</b>	<b>Scheme</b>
1	Ms. Mais Jawhara	BBA	Syria	SII Syrian Scholarship
2	Mr.Kefa Odhiambo Nyongo	B.com	Kenya	Africa free education Scholarship
3	Mr. Yoohyun Kang	B.com	Korea	Direct Admission(No Scholarship)
4	Ms. Eunhae Jung	BBA	Korea	Direct Admission(No Scholarship)

**Fulltime International Students in Valley Campus (2019-2021)**

<b>SI No</b>	<b>Name</b>	<b>Course</b>	<b>Place</b>	<b>Scheme</b>
1	Mr. Meer Sharafat Hossain	MHRM	Bangladesh	SII Syria Scholarship
2	Mr. Abdul Khader Zairbani	MBA	Syria	SII Syria Scholarship
3	Mr. Mhd Ali Alzaghoul	MBA	Syria	SII Syria Scholarship
4	Mr. Mohamad Bash	MBA	Syria	SII Syria Scholarship
5	Mr. Hasan Ahmad	MBA	Syria	SII Syria Scholarship
6	Mr. Wissam Al Ibrahim	MBA	Syria	SII Syria Scholarship

*Mary Joseph*

*B. J. Ami*

**BINOY JOSEPH Ph. D**  
Principal  
Rajagiri College of Social Sciences  
(Autonomous)  
Rajagiri P.O., Kalamassery - 686504



**CO-ORDINATOR**  
INTERNAL QUALITY ASSURANCE CELL (IQAC)  
RAJAGIRI COLLEGE OF SOCIAL SCIENCES (AUTONOMOUS)  
KALAMASSERY