



## **YEARLY STATUS REPORT - 2021-2022**

### **Part A**

#### **Data of the Institution**

##### **1.Name of the Institution**

**RAJAGIRI COLLEGE OF SOCIAL SCIENCES**

- Name of the Head of the institution **DR.BINOY JOSEPH**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**

- Phone No. of the Principal **04842911515**
- Alternate phone No. **04842911111**
- Mobile No. (Principal) **9446919144**
- Registered e-mail ID (Principal) **binoyjoseph@rajagiri.edu**
- Address **RAJAGIRI P.O**
- City/Town **KALAMASSERY**
- State/UT **KERALA**
- Pin Code **683104**

##### **2.Institutional status**

- Autonomous Status (Provide the date of conferment of Autonomy) **13/06/2014**
- Type of Institution **Co-education**
- Location **Semi-Urban**

- Financial Status **Grants-in aid**
- Name of the IQAC Co-ordinator/Director **Dr.Saju M D**
- Phone No. **9895346190**
- Mobile No: **9846281188**
- IQAC e-mail ID **iqac@rajagiri.edu**

**3.Website address (Web link of the AQAR (Previous Academic Year))** <https://rajagiri.edu/iqac-aqar-reports>

**4.Was the Academic Calendar prepared for that year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <https://rajagiri.edu/academic/academic-calendar>

### 5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 4</b>	<b>A++</b>	<b>3.83</b>	<b>2021</b>	<b>16/03/2021</b>	<b>15/03/2028</b>
<b>Cycle 3</b>	<b>A</b>	<b>3.7</b>	<b>2013</b>	<b>23/03/2013</b>	<b>22/03/2020</b>
<b>Cycle 2</b>	<b>A+</b>	<b>0</b>	<b>2007</b>	<b>31/03/2007</b>	<b>22/03/2013</b>
<b>Cycle 1</b>	<b>Five Star</b>	<b>0</b>	<b>2000</b>	<b>17/04/2000</b>	<b>30/03/2007</b>

**6.Date of Establishment of IQAC** **15/05/2003**

**7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?**

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
<b>RAJAGIRI COLLEGE OF SOCIAL SCIENCES</b>	<b>CPE</b>	<b>UGC</b>	<b>01/04/2016</b>	<b>12000000</b>

**8.Provide details regarding the composition of the IQAC:**

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

**9.No. of IQAC meetings held during the year**      **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?      **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report      No File Uploaded

**10.Did IQAC receive funding from any funding agency to support its activities during the year?**      **No**

- If yes, mention the amount

**11.Significant contributions made by IQAC during the current year (maximum five bullets)**

- Constant encouragement and inspiration by the IQAC to promote research aptitude and research ethics among faculty members & students.
- Collection, analysis of Feedback from all stakeholders and action taken for improvement
- Department evaluation conducted
- Assessment of the competency level of students leading to create a Development Action Plan (DAP) for every students which was used a guiding document for development activities of students through Assessment and Development Centre (ADC).
- The Annual Academic Strategic Planning Retreat-BODHI 2022 conducted for evaluating the previous activities and for planning the future activities.

**12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:**

Plan of Action	Achievements/Outcomes
<p>NGO -connect at national level NGO's for visibility for social work programmes.</p>	<p>The NGO Connect initiated through MoUs has resulted in career placement of students. (national partnership )</p>
<p>Effective MOU's with international agencies/institutions</p>	<p>New MoUs have been signed with the Hellenic Mediterranean University (HMU), Greece, St. Xaviers College, Nazareth College, Rochester, Evangelische Hochschule Ludwigsburg, Universiti Sains Malaysia, Franciscan University of Steubenville, Sumy State University, National Aerospace University, University of Jyvaskyla.</p>
<p>Creation of a focused academic system which transforms an average student into an exceptional student</p>	<ul style="list-style-type: none"> <li>• Preparation of detailed Course Plan and learning outcomes for each course</li> <li>• On time completion of curricular activities</li> <li>• Students are informed about the learning outcomes and course requirements in the beginning</li> <li>• Promotion ICT enabled teaching learning practices</li> <li>• Strengthen the educational impact of international opportunities and experiences for students in order to benchmark the students at a global level the peregrine exam was introduced.</li> <li>• Rubrics for assessment to be revised based on professional competence (CSWE - EPAS) and learning outcomes Assessment in tune with learning outcomes and global standards</li> <li>• Learner centric methodologies have been adopted to give students hands on experience in the Learning Outcomes that are being measured</li> </ul>
<p>Became Top Ranking Institution</p>	<ul style="list-style-type: none"> <li>• College has been ranked 31st</li> </ul>

at the National Level

best in the country in the National Institutional Ranking Framework (NIRF) 2021 rankings - College Category. • College has been ranked Eighth in the Country and First in the State in India's Top-Ranked Private Autonomous Colleges by the Education World India Higher Education Rankings 2021-22. • College has been ranked second best social work college in India according to the India Today - MDRA Survey of 2021. o Rajagiri College of Social Sciences (Autonomous) is awarded for the Indian Quality Assurance Council (IQAC) Quality Excellence Award 2021 in the Category Higher Education Awards in collaboration with Indian Society for Training and Development (ISTD) Vadodara Chapter. o Rajagiri College of Social Sciences (Autonomous) has been given recognition as a Scientific and Industrial Research Organization (SIRO) by the Department of Scientific and Industrial Research (DSIR) 2021, Ministry of Science & Technology, Government of India. • Rajagiri College of Social Sciences (Autonomous) has been Ranked second in Overall Ranking of Top BBA Colleges in India according to the GHRDC Survey 2021. • OUTLOOK- India's top Professional Colleges ranking 2021 • MSW - Ranked Second Best in India and First in Kerala • BBA - Ranked 19th Best in India and First in Kerala • BCom - Ranked 42th Best in India and 3rd in Kerala • The Department of Computer Science is

	consecutively awarded Platinum for the Fourth time in AICTE CII Survey 2021
Every faculty should publish one article in Scopus, Web of Science shall be initiated.	<ul style="list-style-type: none"> <li>• 48 Scopus Indexed</li> <li>• 38 web of science</li> </ul>
Devise and implement new mechanisms or policies for rewarding outstanding faculty and for continually assessing faculty performance as scholars and teachers	Incentives have been offered. Continuous assessments were done in faculty performance as scholars and teachers.
Familiarizing the students on the vision and mission of the college	<ul style="list-style-type: none"> <li>• Induction week for the newly admitted students across the departments was organized with a thrust on the vision and mission of the college.</li> <li>• Skill enhancement programmes for the students</li> <li>• Each department planned and offered additional add-on programmes</li> </ul>

**13. Was the AQAR placed before the statutory body?** Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
IQAC	31/01/2023

**14. Was the institutional data submitted to AISHE ?** Yes

- Year

## Part A

### Data of the Institution

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<b>IQAC</b>	<b>31/01/2023</b>
<b>14. Was the institutional data submitted to AISHE ?</b>	<b>Yes</b>
• Year	

Year	Date of Submission
2021-22	22/03/2023

### 15. Multidisciplinary / interdisciplinary

Rajagiri Group of Institutions was born out of the educational vision of St. Kuriakose Elias Chavara, the founder of CMI congregation. The CMI vision for education places emphasis on the development of humane individuals, proficient, competitive and at the same time sensitive to the world around. The teaching and non-teaching members maintain the axiomatic spirit of Rajagiri- Relentlessly towards Excellence. Faculty members from different departments are part of the decision-making bodies and involve in developing and implementing various policies.

In line with the National Education Policy 2020, Rajagiri aims to provide universal access to quality education, social justice and equality, scientific advancement, national integration, and cultural preservation. A committee was constituted to develop goals in line with the NEP and to delineate the NEP with the institute's vision. Since the college is autonomous each department was asked to develop curriculum in line with the major goals identified by the institution. The major goals developed were:

Holistic and Multidisciplinary Education-Rajagiri will be focussing on combining subjects across fields. The undergraduate courses in the institute have developed 4 year syllabus integrating multidisciplinary subjects, Professional Ethics, Gender, Human Values and Environment and Sustainability related areas as suggested in NEP. The syllabi is submitted to the parent University for the Approval. The students are offered multidisciplinary and value added courses. For example B.sc Phycology and Bachelor of social work students have option of taking accountancy as an open course

Engaging Pedagogical approaches-Relevant-curriculum, engaging pedagogy and continuous-assessment are made a mandate by the institution. The students are also offered industrial visits and Out Bound Training, outreach programs, internship, social sensitization camps etc so that they have real-life examples and access to various situations and decision-making approaches.

Open and Distance-Learning (ODL) Mode of Education- Faculty to design ODL courses to focus on open access to education. During

the time of pandemic the institution have focused on the online mode of education. The institution have set up a media lab and have developed in house platforms like Rajagiri web of wisdom (R-WoW) and Rajagiri online learning platform(ROLE) for the online distant learning.

Equity and Inclusion of Socio-Economically Disadvantaged Groups (SEDG) - The institution will continue on focussing on SEDG by making quality higher education opportunities available to all. Each department has an outreach wing where the students along with the faculty will be working in the society focusing on the relevant problems and developing solutions, awareness. Students have the opportunity to work with NGO, Jalejeevan mission of the central government etc.

Reimagining Vocational-Education - The institute has the DDU-GKY center which focus on multidisciplinary skill development for the students. There is also Inclusion of Vocational Education in the various courses in the form of add on value added programmes.

Engaging in Quality Academic-Research integrating innovation and technology for sustainable development - The institution focus on uplifting society with a special focus on UN-SDG. The college have set up Research and Development Cell (RDC) which creates a research ecosystem for reliable, impactful and sustainable research output through: governance, research promotion and collaborations, capacity building and technology updating and innovation.

Continuous Professional-Development (CPD) of faculty- Policies will be updated on CPD hours to be spent by each faculty annually. To positively affect learner-achievement, professional-growth should be an ongoing, continuous learning-experience.

#### **16.Academic bank of credits (ABC):**

The institute is in the process of implementing the NEP. As the initial steps for adopting and implementing the ABC the faculty members were sent to workshop on the ABC. Each department have developed a four year syllabi with multidisciplinary and flexible curriculum and have submitted to the parent University for approval. The institution is waiting for the approval of the state government in implementing of the NEP system. Rajagiri has taken the initiative in enrolling in the National awards repository to upload the certificates for easy verification by other agencies.

Internationalisation' has been a catch word for Rajagiri since inception and we have completed 25 years of official International collaborations. Currently Rajagiri is having official agreements with 60+ International Universities across 30 countries. Establishing vibrant academic tie-ups with leading universities all over the world have helped the students to get an international exposure, but also facilitated in sharing resources for faculty training, curriculum development, research, and consultancy. Our students from PG and UG programmes regularly do short term study programmes in our Partner Universities with a duration ranging from 1month to 6 months. We host International students in our regular programmes as full-time students which is also supported by Study in India (SII) Programme from the Govt of India. The various programmes offered by Rajagiri is also have twinning, dual degree arrangements with world class International Universities across the globe. Rajagiri College has always been responsive to the need for evolving curricula that reciprocates local/regional/national/global developmental needs; rooted in the vision and mission of the institution. Academic autonomy of the College has helped teachers in utilizing their capabilities and expertise in designing curricula focusing on need-based and student-centric methods. This has paved the way for the introduction of the concept of trending electives and specialized courses at the institution level. Student- centric teaching methods and projects are introduced to encourage experiential and participative learning. All the programmes have undergone syllabi revision based on stakeholder feedback and in consultation with experts. The undergraduate programmes follow Choice Based Credit Semester (CBCS) System while all postgraduate programmes have Elective system. Fieldwork, international, national and local internships and projects are an integral part of all programmes in RCSS. Summer internships are also encouraged among students to augment their employability. In addition, curriculum enrichment opportunities like assisting in national/international research projects, Rajagiri Centre for Incubation, RLabZ, domain specific community projects, case studies, simulations, board games etc are available for students. Library referencing, MOODLE test, case study, quiz, seminar, group discussion, panel discussion, field visit and written assignment form part of internal assessment are available for students.

### **17.Skill development:**

RCSS vision and missions evolves from "Chavarul" penned by founder, St. Kuriakose Elias Chavara. Advancing into the Golden Jubilee, RCSS is living the founder's dreams by its pioneering



efforts for "enriching and fulfilling LIFE". This is achieved by "Rajagiri Immersive Learning", an inclusion of activities and engagements involving students, faculty, community and environment

The 51 value-added courses offered outside the curricula include courses that cater to the development of domain-specific, technical and language skills as well as career and personal development of the students. RCSS also consciously integrate crosscutting issues of gender, environment, human values and professional ethics in learning not only through their inclusion in the approved curricula but also through various student activities. Skill development courses and software based learning for competitive exams Encouraged by achievement-linked Incentives and awards

Advanced learning corridors like Student Exchange programmes with International Universities Encouraged to take up research projects and publish dissertations, IELTS training to encourage career and educational options abroad Value-added courses such as Accredited CA Foundation Course, Advanced coaching classes to crack competitive exams Encouraging students to take up: Massive Open Online Courses (MOOC) AICTE-facilitated SWAYAM courses. College-facilitated local chapter of NPTEL to encourage NPTEL Courses. Specifically designed and institution-facilitated Earn-while-Learn to tap student application skills Career-guidance sessions. Language proficiency sessions for different levels of students administered through the language lab. Rigorous training on language standardization, accent neutralization and Listening, Speaking, Reading, and Writing (LSRW) skills. Imparting skills through simulation based programmes. Training in interview and group discussion skills Etiquette grooming. Personality development sessions carried out by life skill trainers and personality development trainers. Career counseling by the placement cell. The BBA students are offered Digital Marketing by NSDL every year. Field works, projects are provided to students in the online mode for exposure to professional social-work practice leading to experiential learning and commitment to the vision of an enriching and fulfilling life. Various live labs like Rajagiri outREACH, (Rajagiri Educational Alternatives and Community Health), State Level Empaneled Training Institution (ETI) for National Service Scheme, CHILDLINE Nodal Centre, Rajagiri Centre for Sustainable Livelihoods (RCSD) and RAJAGIRI TRANSCEND (To-Reach-out-and-Nurture-Social-Commitments-and-Enable-Newer-Dimensions) worked for the betterment of community in the online mode



### 18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

RCSS is a collective hub of diversity considering the linguistic, regional, communal and socioeconomic background of staff, students and society who form its most integral constituents. Various activities/programmes organized in Rajagiri celebrate the harmony of this collective inclusiveness and integration of the Indian knowledge system

All UG courses have the option of either Hindi/Malayalam in the curriculum.

Yoga is made a part of curriculum of all departments. Trained and experienced yoga gurus impart sessions to the students on various yoga postures, pranayams, mudra healings etc.

Darshana Open Theatre venue for the Yoga day and other occasions and has manicured lawns for practising yoga which helps to develop healthy individual

The college organizes various programmes and FDP to train students as well as faculty in promoting Indian Culture and knowledge. To highlight some :

All the national days and days of importance are celebrated with much vigor in campus.

The MBA course has included a paper in Indian culture and ethics mainly focusing on the international students in the campus.

The institute also maintains diversity in faculty so that teaching in bi lingual language becomes easy.

Organization of *SPIC-MACAY Programmes* - Qawwali, Gotipua, Flute-Recital, Koogu,

Mohiniyattom etc.,

One-day symposium on "Migration, Diversity and Social-Work response"

Annual "*Diversity Day*" on campus with performances from various cultures - Tamil, Kannadiga, Assamese, Kohli community, Bengali,

Manipuri, Bihari, Korea, German, French, and Italian etc.

The Rajagiri finance museum is a novel attempt to exhibit the trade and commerce tradition of India and Kerala from the 3rd Century to the 20th century. The museum is set up inside Father Moses Library, following the trend of the 'Newseum'. The Museum includes a fabulous collection of coins, from the time of pre-Christian Magadha when Chanakya spoke about Arthashasthra- coins associated with the era of Christ, ancient Greece, ancient Chera, Chola, and Pandya Dynasties, Cochin State, Travancore State, Dutch, Portuguese and British India, which were in common circulation during the past in the Deccan. The museum includes artifacts and documents related to financing, measurements, slavery, and traditional models of trade and commerce. There are Writing Instruments and Ink Well too. All museum objects are QR-coded, so everyone can easily access the museum objects via mobile and the internet. It is the first digitally curated financial museum in India housed within a college library. There is no doubt that the Rajagiri Finance museum, the first of its kind, started with the aim of inspiring students to become aware of our rich heritage and to be a follower of it, will be a great window opener to the heritage, especially the history of Kerala, to the students, researchers, teachers, and visitors.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

RCSS's Outcome-Based-Education (OBE) for skills and competences development uses an Assurance of Learning (AOL) system. The assessment plan incorporates the "outcomes assessment" process followed in the institution.

**STEP 1: ESTABLISH PROGRAMME LEARNING GOALS (PLGs) AND PROGRAMME LEARNING OBJECTIVES (PLOs) IN LINE WITH THE MISSION - PLGs and PLOs of the programme in the institute are Driven by RCSS's mission, Created by a faculty team in AOL Committee and reviewed by the entire faculty in Faculty Council meeting. The main focuses is on key competences which each programme will provide to students and termed as POs**

**STEP 2: ALIGNMENT OF CURRICULA WITH ADOPTED GOALS - Critical as**

it provides clear evidence about the student works performed in one or more classes and directly supports student achievement of the learning goals

Curriculum maps, used to align PLGs and PLOs to the curricula, charts the LOs across courses and co-curricular activities. The maps then provide assurance that, students will have ample opportunities to attain the expected outcomes.

**STEP 3: BENCHMARKS - Determine the criteria of success or performance standard for a PLO**

Acceptable, internal performance benchmark established to determine if student performance is acceptable or not

**STEP 4: IDENTIFICATION OF ASSESSMENT METHODS AND MEASURES**  
- Student learning is measured using:

**1. Direct Measures**

Given greater emphasis by AOL system Require students to demonstrate their knowledge and skills. For example, under rubric-based measures, student works (assignments, presentations), a part of both assessment and evaluation, shall be assessed using rubrics.

**1. Indirect measures**

Supports direct measurement, or wherever impossible to measure the learning objective directly. Assessments that measure opinions or thoughts about students' or graduates' own knowledge, skills, attitudes, learning experiences, perceptions of services received or employers' opinions. Examples - student surveys about instruction, student entry and exit surveys, focus groups, alumni surveys, employer surveys.

**STEP 5: ATTAINMENT REPORT GENERATION** - Apart from detailed assessment record, faculty taking the course mapped to a PLO or faculty-in-charge of the assessment event will send the report in the prescribed format to the assessment committee.

**STEP 6: USING ATTAINMENT REPORT FOR CONTINUOUS IMPROVEMENT**  
- Focus on insights from assessment data to improve the Programme. Necessary changes are made in Program Architecture and delivery of the course. Findings of the consolidated report and required actions to be implemented for subsequent academic year. At the end of every academic year, the programme level assessment report. Including the proposed action plan has to be presented in the Faculty Council

## **20.Distance education/online education:**

The institute is fully equipped with cutting-edge ICT tools to enhance the quality of teaching-learning process. Majority of the Classrooms are equipped with Interactive Intelligent Panels. ICT-enabled with high quality projector, laptop, Wi-Fi and smart boards. Encourages students and teachers to try other ICT resources

Use of Learning Management System like MOODLE (Modular Object-Oriented Dynamic Learning Environment), an online educational platform that provides custom learning environments for students in different ways. Teachers create lessons, manage courses, and interact with other teachers and students using this platform. Conduct of quizzes and assignments online in an interesting and engaging manner. Share knowledge ideas also happens in the platform. ICT-based simulations purchased from Harvard University, Cesim etc. helps students and faculty to make the subject easy, understandable and relatable. It also helps imitate real life situations in class to give the students a better picture of what they are being taught and how they should tackle it. Helps students develop practical and realistic approach. Helps objective and proper evaluation and assessment. Achieve PO/PSO

Digital library makes online content available to the College community. DSpace, a digital repository, is used by teachers to share notes and references. Allows access to subscription-based journals from prestigious sources, makes it effortless for the students and academicians by providing remote access to the worldwide educational data.

Continuous and consistent ICT-based learning environment-Generous financial support and appreciation for faculty and students to take up MOOC courses, Computer labs, well-equipped with audio-video facilities, help teachers and students to avail online content within the College. Teachers also use NPTEL platform for accessing online content in their respective fields. This helps them to get updated on the contemporary situation of the discipline.

The institution encourage the faculty to make use of Smart Applications like Padlet, Mentimeter, Plickers, H5P, uReply etc.

Fifteen student consoles and one teacher console to ensure hassle-free learning environment Each console is administered by the teacher console using language lab software. Teachers make use of the lab to enhance language learning through specific software for improving Listening, Speaking, Reading, and Writing (LSRW) skills. Also used by teachers who pursue competitive exams, language tests and online courses

Under Rajagiri Online Learning for Excellence (ROLE), a state of the Art Multi Media Lab is functional to enhance the potential of ICT enabled teaching and learning and faculty develop e-content - RAJAGIRI WoW (Web of Wisdom).

## Extended Profile

### 1. Programme

1.1 15

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2. Student

2.1 1804

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2 655

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3

1778

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 3.Academic

3.1

530

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2

92

Number of full-time teachers during the year:

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of programmes offered during the year:	<b>15</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Total number of students during the year:	<b>1804</b>
File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>
2.2 Number of outgoing / final year students during the year:	<b>655</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	<b>1778</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of courses in all programmes during the year:	<b>530</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.2	<b>92</b>

Number of full-time teachers during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	<a href="#">View File</a>	
3.3	77	
Number of sanctioned posts for the year:		
<b>4.Institution</b>		
4.1	182	
Number of seats earmarked for reserved categories as per GOI/State Government during the year:		
4.2	56	
Total number of Classrooms and Seminar halls		
4.3	495	
Total number of computers on campus for academic purposes		
4.4	1789	
Total expenditure, excluding salary, during the year (INR in Lakhs):		

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

#### Curriculum Relevance to the local developmental needs

- Curriculum of each programme is built around the Rajagiri Immersive learning paradigm, emphasizing experiential learning in relation to local realities.
- Local internships/projects mandatory for all programmes

#### Curriculum Relevance to the national/regional developmental needs



- Curriculum of all UG programmes based on the UGC-LOCF Framework.
- Curriculum development and revision of MCA and MBA programmes based on the AICTE and NBA standards.
- Regional/national level student internships in reputed organizations.

**Curriculum Relevance to the global developmental needs**

- Functional MoUs with Association of Chartered Certified Accountants (ACCA) and Chartered Institute of Management Accountants (CIMA), UK exempting 9 out of 14 ACCA courses and 9 out of 16 CIMA courses for the B.Com. and BBA students respectively
- MSW curriculum based on the international social work competencies framework of Council on Social Work Education (CSWE), USA.
- Additional choice-based MOOC course on emerging developmental needs in each disciplinary area, for all students.

**Curriculum relevance reflection in the POs-PSOs-COs**

- PO-PSO-CO framework of the MBA and MHRM programmes aligned with Accreditation Council for Business Schools and Programs (ACBSP), USA standards
- Adoption of NBA's PO-PSO framework for the MCA programme
- Assurance of Learning reports and regular curriculum feedback for enhancing the curriculum relevance

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://igac.rajagiri.edu/AQAR/2022/QLM/C_1_1_1">https://igac.rajagiri.edu/AQAR/2022/QLM/C_1_1_1</a>

**1.1.2 - Number of Programmes where syllabus revision was carried out during the year**

3

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

498

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

### 1.2.1 - Number of new courses introduced across all programmes offered during the year

32

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

15

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

#### Professional Ethics

- Socially responsible and ethical behaviour outlined in the PO-PSO-CO framework of all programmes
- 65 curriculum courses deal with professional ethics
- Mandatory Turnitin plagiarism report in student dissertations/assignments

#### Gender

- 58.8 percent female students and 52 percent females in administrative positions, in line with the UN SDG 5 Gender Equality.
- 37 curriculum courses deal with gender issues/empowerment, 28 student dissertations on gender issues
- Active Gender Equity Cell and Gender Justice Forum in college
- Presence of a transgender employee and discussions on transgender issues in student forums

#### Human Values

- 32 curriculum courses deal with universal human values
- Regular student sensitization extension activities through live labs
- Student volunteering in COVID vaccination campaigns and Nasha Mukht Bharat Abhiyan project
- Active student clubs - Youth Red Cross/NSS/ENCON/Rotaract

#### Environment and Sustainability

- Member of the United Nations Academic Impact (UNAI) in promoting SDGs

- 31 curriculum courses deal with environmental issues - core courses for all UG; MBA, MHRM, and MSW programmes
- Sustainable Environment Education Campuses with Solar Photo-Voltaic system, rainwater harvesting, zero waste promotion, waste management, wastewater treatment etc.
- SDG Wellness Park of recycled materials
- Rajagiri SDG Agenda 2030 workshop Series for students completing 12 workshops
- Swach and Green initiatives of ENCON Club and NSS

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

35

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1650

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.3.4 - Number of students undertaking field work/projects/ internships / student projects

1356

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 1.4 - Feedback System

**1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni**

**A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="https://rajagiri.edu/igac-quality-initiatives">https://rajagiri.edu/igac-quality-initiatives</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - The feedback system of the Institution comprises the following**

**A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="https://rajagiri.edu/igac-quality-initiatives">https://rajagiri.edu/igac-quality-initiatives</a>
Any additional information	<a href="#">View File</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

###### 2.1.1 - Enrolment of Students

###### 2.1.1.1 - Number of students admitted (year-wise) during the year

**871**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

### 2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

146

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

### Response:

#### Assessment Process

Assessment of the learning levels of admitted students is an integral part of the post-admission process of the College. Though based on merit, the college carries out separate assessment based on the guidelines in Gardner's Multiple Intelligence assisted by the Department of Psychology. The categorization of students is based on the qualifying marks for UG Programmes and scores of the entrance test for the PG programmes and accordingly specific programmes are designed:

#### Advanced learners

- Skill development courses and software based learning
- Incentives and awards for achievements
- Advanced learning corridors like Student Exchange programmes with International Universities
- Encouraged to take up research projects and publish dissertations
- IELTS training (provided on-demand)
- Value-added courses such as Accredited CA Foundation Course

- Advanced coaching classes to crack competitive exams
- Encouraging students to take up MOOC courses

### Slow Learners

- Remedial programmes
- Tutoring system
- Peer learning groups
- Specialized coaching classes
- Mentoring sessions with regular progression updates to parents

### Level playing field (common for Advanced and Slow Learners)

- Specifically designed Earn-while-Learn to tap student application skills
- Career-guidance, Language proficiency sessions and rigorous training on language standardization, accent neutralization and LSRW skills.
- Imparting employable skills through Interview training, Personality development and grooming sessions and Career counselling.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iqac.rajagiri.edu/AQAR/2022/QLM/C2_2_1">https://iqac.rajagiri.edu/AQAR/2022/QLM/C2_2_1</a>

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/08/2022	1804	92

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

Academic autonomy of the college has helped teachers in designing curricula focusing on student-centric methods for experiential and participative learning. Experiential learning is a process through which students develop knowledge, skills, and values from direct experiences. Students get to know the pulse of the society, its needs and challenges through:

- Summer placements
- Industry visits and industry-academia conclaves
- Educational field visits to the corporates
- Internships for professional experience
- Hands-on training in skill-based courses
- E-learning and simulation programmes
- Fests, role plays, and histrionics

Experiential learning experience is made possible through reflection, critical analysis, and synthesis dimension. It is assessed through field internship reports, post visit discussions and student presentations.

In participative learning, the process and outcomes are owned by the team of students and the teacher. It provides an opportunity to gain professional values, knowledge, and skills through:

- Group discussions and peer learning circles
- Webinars and video conferences
- Research oriented workshops, laboratory exercises
- Inter-disciplinary projects
- Encouragement to enroll for MOOC Courses

Problem-solving is the ability to identify and solve problems by applying appropriate skills systematically administered through

-

- Case-study method
- Soft skill development programmes
- Experts' talks
- Learning through games
- 'Do-it-yourself' techniques



- Participation in various government and non-governmental projects
- Project-based learning through RLabZ

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://iqac.rajagiri.edu/AOAR/2022/OLM/C231">https://iqac.rajagiri.edu/AOAR/2022/OLM/C231</a>

### 2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The College is fully equipped with cutting-edge ICT tools to enhance the quality of teaching- learning process. Majority of the classrooms are equipped with Interactive Intelligent Panels.

- ICT-enabled projector, laptop, Wi-Fi and smart boards.
- Use of Learning Management System like MOODLE (Modular Object-Oriented Dynamic Learning Environment), an online educational platform provides:
  - Creation of forums for continuous assessment and appraisalment
  - Preparation of course outlines
  - Conduct of quizzes and assignments
  - Share knowledge ideas
- ICT-based simulations purchased from Harvard University, Cesim etc.
  - Helps to enact real life situations
  - Develops practical and realistic approach,
  - Objective evaluation and assessment
  - Achieve PO/PSO
- Digital library
  - Makes online content available
  - DSpace, a digital repository, to share notes and

**references**

- Access to subscription-based journals
- Provides remote access to the worldwide educational data.
  
- Continuous ICT-based learning environment
  - Generous financial support to take up MOOC courses
  - Computer labs with audio-video facilities
  - Encourage to use Smart Applications like Padlet, Mentimeter, Plickers, H5P, uReply etc.
  
- Fedena, the College ERP
  
- Attendance-management and examination marks entry
- Interface for assignments
- Platform for feedback and peer reviews
- Language Lab
- It enhances language learning through software for LSRW skills with 50 student consoles and one teacher console
- Helps to pursue competitive exams and language tests

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://iqac.rajagiri.edu/AQAR/2022/QLM/C2_3_2">https://iqac.rajagiri.edu/AQAR/2022/QLM/C2_3_2</a>
Upload any additional information	<a href="#">View File</a>

**2.3.3 - Ratio of students to mentor for academic and other related issues****2.3.3.1 - Number of mentors****92**

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Annual Academic Calendar is finalized in a participative manner with presentation by Departments and consolidation at BODHI, the academic planning retreat of the College held in April/May.

#### Preparation of Academic calendar

- An expert committee collects details of various department level activities which includes association activity, workshops, conferences, alumni activities, placements, PTA etc.
- This committee also consults the Examination office on the schedule of examinations.
- The Academic Calendar is allocated to various activities like the Arts and Sports fests, signature events of departments, cultural events without disrupting regular academic hours.
- Once finalized, the Academic calendar applies to all activities.

#### Teaching Plan

- Teaching plans for the academic year is drawn up by individual faculty member and forwarded to batch tutors which is consolidated and submitted to the HOD for review.
- The consolidated report and mapping is presented at the department faculty council.

#### Adherence to Teaching and Academic plan

- The course plans are evaluated on semester basis for mapping PO and PSO.
- The feedback is collected from students and a report is forwarded to the Principal who suggests corrective measures, wherever necessary, to ensure qualitative teaching-learning process.
- The adherence to the academic calendar is monitored using the college ERP- Fedena.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full-time teachers against sanctioned posts during the year

92

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

68

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

8

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

### 2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

13

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

20

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The Examination Cell has implemented various reforms and innovations under the guidance of the Controller of Examinations as follows:

#### IT integration reforms

- Examination registration, fee payment and hall ticket generation are done using FEDENA, the College ERP.
- 'PARIMAN' from 2014 and later an advanced software REX was introduced in June 2018 to randomly generate question papers. The questions are generally set at different levels incorporating Bloom's taxonomy solicited from a panel of external experts.
- In order to provide mark sheets with highest level of

security it is printed with security features like micro text, pantograph, UV, hologram, students photographs etc. RCSS launched an online Certificate Verification System [www.rajagiri.directverify.in](http://www.rajagiri.directverify.in) to facilitate verification of students' certificates.

- Continuous Internal Assessment (CIA) marks - CAE I, CAE II, Assignment, Seminar, Attendance - are uploaded to the ERP which can be viewed by both students and parents along with Periodic open houses.

#### Improvements Observed in the Examination System

- False /Dummy numbers are used in answer booklets; this ensures the transparency in valuation of answer scripts of the Semester Examination. The CIA marks are updated online after each Continuous Assessment Examination with other components like attendance and assignments.
- Biometric systems are installed at the doors of the strong room of the exam cell, along with cutting edge computer/software systems, surveillance cameras in exam halls etc to avoid malpractices.
- Examination committee meetings are regularly conducted to review the statistics related to examination results .

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://iqac.rajagiri.edu/AQAR/2022/QLM/C2_5_3">https://iqac.rajagiri.edu/AQAR/2022/QLM/C2_5_3</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

### Communication to the Stakeholders

1. The Students are provided information during the induction, Orientation programmes for faculty and displayed on website

RCSS's Outcome-Based-Education (OBE) for skills and competences development uses an Assurance of Learning (AOL) system.

**STEP 1: ESTABLISH PROGRAMME LEARNING GOALS (PLGs) AND PROGRAMME LEARNING OBJECTIVES (PLOs) IN LINE WITH THE MISSION**

PLGs and PLOs are driven by RCSS's mission and created by AOL team with

focus on key competences.

**STEP 2: ALIGNMENT OF CURRICULA WITH ADOPTED GOALS**

Curriculum maps, used to align PLGs and PLOs to the curricula, charts the LOs across courses and co-curricular activities.

**STEP 3: BENCHMARKS**

Determine the performance standard for a PLO and internal performance benchmark set to determine student performance

**STEP 4: IDENTIFICATION OF ASSESSMENT METHODS AND MEASURES**

**Direct Measures**

Given greater emphasis by AOL system and require students to demonstrate their knowledge and skills.

**Indirect measures**

Assessments that measure opinions about students' own knowledge, skills, learning experiences, and employers' opinions.

**STEP 5: ATTAINMENT REPORT GENERATION**

The faculty taking the course maps to a PLO and will send the report in the prescribed format to the assessment committee.

**STEP 6: USING ATTAINMENT REPORT FOR CONTINUOUS IMPROVEMENT**

Focus on insights from assessment data to improve the Programme and assessment report including the proposed action plan has to be presented in the Faculty Council

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://iqac.rajagiri.edu/AOAR/2022/OLM/C2_6_1_prgoutcome">https://iqac.rajagiri.edu/AOAR/2022/OLM/C2_6_1_prgoutcome</a>

**2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution**

Attainment of POs, PSOs and COs are measured through methods, grouped as direct and indirect measures.

**Direct Measures Course Embedded Assessment**

**Incorporate assessment into regular class activities**

- Two types of course embedded assessments Embedded questions
- Rubric-based measures

**Embedded Questions (EQ) in Examinations process**

- Certain courses are selected for the assessment of COs
- Earmarking of appropriate section of (CAE - II) as embedded questions
- Faculty members have to submit 2 sets of questions papers with EQ in Section C approved by the Heads.



### Rubric based measures Process

- Student works like assignments, presentations to be part of both assessment and evaluation Faculty to give marks twice - once for evaluation as a part of CIA and second based on rubrics
- Rubrics marks and assessment summary sent to assessment committee

### Indirect Measures

Assessments that measure opinions or thoughts about students' or graduates' own knowledge, skills, attitudes, learning experiences or employers' opinions.

Supplements direct measures of learning by providing information about how and why learning is occurring

### Closing the Loop based on attainment report

The focus is gathering insights from assessment data to improve the programme and incorporate required changes.

At the end of every academic year, programme level assessment has to be presented in the Faculty Council.

Actions can be taken with regard to:

1. Changes in curriculum
2. Changes in assessment instrument
3. Student training or support
4. Faculty development programmes
5. Changes in Pedagogy

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://iqac.rajagiri.edu/AQAR/2022/QLM/C_2_6_2">https://iqac.rajagiri.edu/AQAR/2022/QLM/C_2_6_2</a>

### 2.6.3 - Pass Percentage of students

#### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

596

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://iqac.rajagiri.edu/AQAR/2022/QNM/C_2_6_3">https://iqac.rajagiri.edu/AQAR/2022/QNM/C_2_6_3</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

[https://docs.google.com/forms/d/1eSeJhEy5DaClcyq50\\_0RcIM5CLjINYN\\_0MmNaHsA5oAM/edit](https://docs.google.com/forms/d/1eSeJhEy5DaClcyq50_0RcIM5CLjINYN_0MmNaHsA5oAM/edit)

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Research is indispensable for the development of any academic institution. Included in the essential campus infrastructure for doing research are:

##### 1. Research Navigation Centre

## 2. Confab for Collaborative Research Activities

3. Automated libraries (Wi-Fi, prominent databases like EBSCO Information Services, SAGE, Scopus and Elsevier)

4. The Psychology and Bio-tech labs

RCSS is a recognized Center for Doctoral Research (1988) under Mahatma Gandhi University for Social Work, Sociology, and Allied Social Sciences and Management Studies.

The Research Institute of RCSS (1972), undertakes Government and Non - Government funded research projects. The faculty members have research projects funded by UGC, ICSSR, and similar organizations.

The International Centre for Consortium Research in Social Care Disciplines (ICRS) (2017) by RCSS aims at collaborative research in the health sector. ICRS has signed MoUs of research collaboration with the University of Melbourne, University of York and Catholic Health Association of India (CHAI).

The two well-known journals of RCSS are the Rajagiri Management Journal and the Rajagiri Journal of Social Development.

RCSS has a research promotion policy for faculty members to undertake socially impactful researches. Under the seed money scheme, the financial aid set for major research projects is ₹ 5,00,000 and ₹ 50,000 for minor research project.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://rajagiri.edu/minor-research-projects/research-promotion-policy">https://rajagiri.edu/minor-research-projects/research-promotion-policy</a>
Any additional information	<a href="#">View File</a>

### 3.1.2 - The institution provides seed money to its teachers for research

**3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)**

8.07

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<a href="#">View File</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year**

4

File Description	Documents
e-copies of the award letters of the teachers	<a href="#">View File</a>
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.2 - Resource Mobilization for Research****3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)**

24.13

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.2.2 - Number of teachers having research projects during the year

8

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://iqac.rajagiri.edu/AQAR/2022/QNM/C3_2_2">https://iqac.rajagiri.edu/AQAR/2022/QNM/C3_2_2</a>
List of research projects during the year	<a href="#">View File</a>

### 3.2.3 - Number of teachers recognised as research guides

13

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

### 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

4

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	<a href="https://iqac.rajagiri.edu/AQAR/2022/QNM/C3_2_4">https://iqac.rajagiri.edu/AQAR/2022/QNM/C3_2_4</a>
Any additional information	<a href="#">View File</a>

### 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Rajagiri College of Social Sciences (RCSS) constantly aims at cultivating innovation and an entrepreneurial attitude in the minds of students by supplying resources for the development of an enterprise and fueling them with the wisdom to face the corporate business world.

Innovation and Entrepreneurship Development Centre (IEDC) and IPR Cell were established at RCSS on February 2015 supported by the Kerala Startup Mission (KSUM), and Kerala State Industrial Development Corporation (KSIDC).

The Plan Competition - "The Plan" is a business plan competition organized by the IEDC annually in which students who are interested in entrepreneurship are encouraged to present their business plans. The winners are provided with cash prizes and incubation support.

Incubation Centres - Understanding the need of the hour and the role of incubation centres in nation building, RCSS has established two state-of-the-art incubation centres. To date, seventeen startups have been incubated and have proved successful.

Pappilon - Through an annual summit called "Pappilon," the institute leverages the services of alumni who are first- and second-generation entrepreneurs to increase opportunities for knowledge creation and transfer. The students are allowed to interact with these entrepreneurs in order to gain insights about the industry.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iqac.rajagiri.edu/AQAR/2022/QLM/C3_3">https://iqac.rajagiri.edu/AQAR/2022/QLM/C3_3</a>

### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

39

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4 - Research Publications and Awards

**3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software**

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

#### 3.4.2.1 - Number of PhD students registered during the year

8

File Description	Documents
URL to the research page on HEI website	<a href="https://rajagiri.edu/research/research-supervisor-and-scholars">https://rajagiri.edu/research/research-supervisor-and-scholars</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

106

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

26

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iqac.rajagiri.edu/AOAR/2022/ONM/C344">https://iqac.rajagiri.edu/AOAR/2022/ONM/C344</a>

### 3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

#### 3.4.5.1 - Total number of Citations in Scopus during the year

127



File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

#### 3.4.6.1 - h-index of Scopus during the year

7

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

122.83

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

25.18

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
List of training programmes, teachers and staff trained for undertaking consultancy	<a href="#">View File</a>
List of facilities and staff available for undertaking consultancy	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Rajagiri College of Social Sciences has relentlessly strived towards to live its mission statement of transforming students into social beings who are socially committed, professionally competent and contributing towards the development of the country. RCSS, an institute of repute for social work education, the institution follows a multipronged approach to develop a sense of empathy, social agility and ensures holistic development of its students.

"Rural Sensitisation Camp", exposes students to a plethora of socially relevant issues of the underprivileged in a rural community and emboldens them to address the issue and serve the needy. The camp turns to be an eye-opener for the students which motivates them to voluntarily serve the society.

"Rajagiri Immersive Learning Experience", the signature learning pedagogy of Rajagiri, entices the students to join any of the community service arms of the institute i.e. Rajagiri Transcend, Rajagiri outREACH, and NSS, YRC, ENCON, Rotaract and the like.

In addition, Rajagiri College houses Live Labs on campus to reach out to the community in various aspects. The larger objective of the institute goes beyond making the students compassionate social beings but develop them as social entrepreneurs.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iqac.rajagiri.edu/AQAR/2022/OLM/C361">https://iqac.rajagiri.edu/AQAR/2022/OLM/C361</a>

### 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

16

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

85

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

5267

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

<b>3.7 - Collaboration</b>	
<b>3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work</b>	
185	
<b>File Description</b>	<b>Documents</b>
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)</b>	
90	
<b>File Description</b>	<b>Documents</b>
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>INFRASTRUCTURE AND LEARNING RESOURCES</b>	
<b>4.1 - Physical Facilities</b>	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.	
<p>Rajagiri college of social sciences has built the best facilities on campus to facilitate the teaching-learning process. The management is tireless in its pursuit of quality, as seen by the state-of-the-art infrastructure for students; overall development. The school has a well-kept, verdant layout with an area of 8.64 acres and a total built-up area for teaching and learning facilities of 76778 square meters, which exceeds the norms established by various governing bodies.</p> <p>The 56 well-designed and spacious classrooms, along with the 7 seminar rooms with ICT equipment, are intended to facilitate</p>	

innovative teaching and learning among students. Eight computing facilities and six laboratories with an average seating capacity of sixty students are dispersed across two campuses. Students and faculty have access to 8 auditoriums, 8 conference rooms, 11 boardrooms, and 4 recreational rooms to facilitate collaboration, group activity, training, and workshop sessions. There are a total of 65 Interactive Panel Boards. There are 49 LCD projectors, seven LED televisions, two Media Labs, and facilities for e-content development. 5 server rooms, 23 high-end servers, 1050 computing systems, 120 Wi-Fi access points, and a 780 Mbps Internet lease line are available to facilitate high-speed network connectivity and high-performance computing systems.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://igac.rajagiri.edu/AOAR/2022/QLM/C4_1_1">https://igac.rajagiri.edu/AOAR/2022/QLM/C4_1_1</a>

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

#### Sports and Games

- 5 gymnasiums with a combined area of 3000 square feet, one each for boys and girls, to facilitate students' overall academic and extracurricular development.
- 2 football fields and an athletics field with an area of 5850 sq. m.
- 2 cricket net practicing courts and a cricket field with an area of 9000 sq. m.
- Lawn tennis court and three volleyball courts with an area of 1200 sq. m.
- Seven basketball courts and four badminton courts with an area of 3,690 sq. m.
- Kabbadi and an open gymnasium for students is also maintained where students are trained.
- The total area of sports facilities is approximately 52801 square feet, with a daily usage rate of 411 students.

#### Yoga

- Jyothis Hall, Darshana Open Theatre, and Amphitheatre - Dedicated location for the students' daily yoga sessions.
- Cultural activities
- Eight spacious halls at Rajagiri are used to host a variety of cultural events, with audio-visual equipment, illumination, and other amenities provided.
- Nodal centre for SPICMACAY.
- Rajagiri Sports and Cultural Center and KE chavara auditorium were established in 2014 with a seating capacity of 3000.
- SDG park based on the sustainable goals of UN is also maintained along with herbal and vegetable gardens.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iqac.rajagiri.edu/AOAR/2022/OLM/C412">https://iqac.rajagiri.edu/AOAR/2022/OLM/C412</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

56

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

231.30

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

With an integrated library management system (ILMS), the RCSS library is entirely automated. The RCSS has two fully functional libraries.

- Autolib Multiuser Version with LAN 7.0 is the name of the ILMS software, which was created using JAVA, Open Source, and Microsoft technologies
- Advanced Edition of Nature of Automation - Fully Automated Web-Based Software.
- Year of Automation, 2000 to present

#### Databases and other applications

- Quillbot Premium
- Grammarly Premium
- Turnitin Feedback Studio
- Clarivate Analytics & Web of Science (WoS) Database

#### Digital Databases and Network

- Provides online database access to Nlist-Inflibnet, Delnet, EBSCO Business Source Complete, EBSCO Psychology and Behavioural Science Collections, EBSCO CINAHL Plus, JGATE, IBID, E-books of Pearson management collections, Sage, and EPW E- Journals, etc. Remote access with e-Resources and Web OPAC
- The DSpace Digital Library archives dissertations, faculty

publications, and academic news reports Uses web 2.0 technologies.

- The library is a member of both the National Digital Library and the American Centre Library.

**Digitally Curated Finance Museum • Rajagiri Finance museum** objects are QR coded, allowing anyone to readily access them via mobile and the internet. It is the first financial museum in India to be digitally curated and housed in a college library.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iqac.rajagiri.edu/AOAR/2022/OLM/C421">https://iqac.rajagiri.edu/AOAR/2022/OLM/C421</a>

**4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources**

**A. Any 4 or more of the above**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)**

**111.01**



File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

##### 4.2.4.1 - Number of teachers and students using the library per day during the year

868

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The RCSS provides a sophisticated IT infrastructure, including computers, servers, applications, and Internet access.

- Establishes institution-wide plans and responsibilities for protecting the Confidentiality, Integrity, and Availability of information assets that Rajagiri College accesses, creates, manages, and/or controls.
- Intended to establish standards and procedures for a variety of issues, including the use of IT facilities, copyright and infringements, IT infrastructure enhancements, cyber-security, and budgeting policies.
- Provides a framework for purchasing decisions involving IT-related equipment.
- Provides instruction and procedure for the usage of apparatus, the internet, software, and email, as well as a usage policy.

Computing facility and Wi-Fi

- Establishes standards for the use of internet facilities by various stakeholders and against the abuse of the internet browsing facility. Provides a well-defined procedure for routine system evaluation and replacement.

#### Cyber-security

- The PF-sense and Sophos Firewall is deployed in 2020-21, replacing Cyberoam 300iNG.
- The Group Policy mechanism is implemented to provide centralized management for operating system configuration, application management, and user administration in an active directory environment.
- To prevent the misuse of the internet perusing, a monthly download limit of 20GB per user is imposed. This restriction can be lifted by submitting a request to the IT department.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iqac.rajagiri.edu/AQAR/2022/QLM/C4_3_1">https://iqac.rajagiri.edu/AQAR/2022/QLM/C4_3_1</a>

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1804	495

File Description	Documents
Upload any additional information	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**4.3.4 - Institution has facilities for e-content development:**  
**Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing**

**A. All four of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iqac.rajagiri.edu/AQAR/2022/QNM/C434">https://iqac.rajagiri.edu/AQAR/2022/QNM/C434</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### **4.4 - Maintenance of Campus Infrastructure**

**4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)**

**214.99**

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

**RCSS is committed to preserving the optimal utilization levels of existing facilities.**

**The Principal leads the Infrastructure and Maintenance Committee, which is responsible for maintaining all academic and athletic facilities. Major activities include yearly assessments**

of infrastructure facilities and plans for their upgrades. The Committee directs the finance department in preparing a budget that incorporates the requirements.

**Maintenance of Academic Facility Classrooms: -**

HOD is predominantly responsible for the smooth operation of the department; in the event of a high-priority problem, a person is assigned to the computer lab to address these issues in real-time. General maintenance issues can be reported in the complaint log and will be resolved within 24 hours.

**Sports Complex: -**

With the assistance of the maintenance committee, the director of physical education is responsible for maintaining the numerous courts and sports complexes on campus. In the maintenance request register kept at each building's reception, students and faculty can submit periodic reports on the need for all types of restorations and maintenance.

**Library**

The library warden and his or her crew are responsible for maintaining the libraries. In the library stock register, the annual stock of books, bookcases, computers, and other items is monitored and maintained.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iqac.rajagiri.edu/AQAR/2022/QLM/C4_4_2">https://iqac.rajagiri.edu/AQAR/2022/QLM/C4_4_2</a>

**STUDENT SUPPORT AND PROGRESSION**

**5.1 - Student Support**

**5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year**

121

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

324

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology**

A. All of the above

File Description	Documents
Link to Institutional website	<a href="https://rajagiri.edu/student-support/capability-development-skills">https://rajagiri.edu/student-support/capability-development-skills</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

2052

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<b>5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees</b>	<b>A. All of the above</b>
---	----------------------------

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

<b>5.2 - Student Progression</b>
<b>5.2.1 - Number of outgoing students who got placement during the year</b>
<b>317</b>

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

<b>5.2.2 - Number of outgoing students progressing to higher education</b>
--

219

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

#### 5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

10

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

#### 5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

9

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Yes

The college has two student bodies namely

1. Student council for undergraduate courses

## 2. The College Students Union.

### 1. Student Council (Undergraduate Courses)

The College has a Student Council consisting of two elected representatives from each class and nominated members by the College management for the undergraduate courses. The council consists of the student representatives, the Associate Director, the Principal, Heads of the Departments of Undergraduate Courses, College management representatives, the Dean Student affairs and the Faculty in charge of sports activities.

The council meets once in every month and twice or thrice based on the requirement during the break timings of the college. The council members come up with suggestions from their classmates for improvement. The suggestion and grievances given during the meetings are recorded and appropriate action is taken on the same.

### 1. College Students Union

The College has a very active College Union. The College follows the parliamentary system of election as per the guidelines of the Lyngdoh Committee and M G University to form the Student Council. Student Council or the College Union actively participates in all endeavors of the College, The College union organizes Various Cultural, Literary and sports.

### Student Associations

Each department organizes various events on every Tuesday afternoon based on the objectives of the respective associations.

### Representations in Academic & Administrative bodies



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iqac.rajagiri.edu/AQAR/2022/QLM/C5_3">https://iqac.rajagiri.edu/AQAR/2022/QLM/C5_3</a>

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

37

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

•

OYSTER (Organization of Yester Year Students of Rajagiri College of Social Sciences) is the alumni community of Rajagiri. OYSTER has international chapters and National chapters. Rajagiri Alma connect (<https://rajagiri.almaconnect.com>) is the alumni site which promotes networking among the Rajagiri alumni. January 26 is celebrated as "Homecoming Day" every year, where alumni gather in the college. In 2022, this was organised Department wise and in online platform. Alumni members contribute in instituting Best outgoing student award, Prof K A Balakrishnan Memorial award, late Shri Manu Kurien award etc. Financial contributions are also given for events conducted by various departments. Contributions to social outreach and extension activities coordinated by Rajagiri Transcend (social arm of Rajagiri) is also provided by alumni. Alumni members also contribute in non-financial ways as all the Departments in the College have Alumni members as members of the Boards of Studies. Alumni members support during conferences, seminars, intra & inter collegiate fests organized by the various departments.

Regular interactive sessions with alumni are arranged in all the departments in the form of induction programmes, technical inputs, syllabus feedback session, career orientations etc

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://iqac.rajagiri.edu/AOAR/2022/OLM/C54">https://iqac.rajagiri.edu/AOAR/2022/OLM/C54</a>

**5.4.2 - Alumni's financial contribution during the year**

B. 10 Lakhs - 15 Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Rajagiri Group of Institutions was born out of the educational vision of St. Kuriakose Elias Chavara, the founder of CMI congregation. The CMI vision for education places emphasis on the development of humane individuals, proficient, competitive and at the same time sensitive to the world around. RCSS's Vision and Mission statement which clearly reflect the CMI vision was formulated in the year 1999. During the BODHI - the strategic planning exercise, it was decided to delineate the Vision and Mission in accordance with the New Education Policy. A committee was constituted for reframing exercise with representation from all departments. The system of governance is executed through well-defined systems and structure and is clear reflection of the Vision and Mission of the college. The teaching and non-teaching members maintain the axiomatic spirit of Rajagiri- Relentlessly towards Excellence. Faculty members from different departments are part of the decision-making bodies and involve in developing and implementing various policies. College's general staff council meet every month to consider relevant matters, department meetings are held every Tuesday afternoon for discussing academic matters and issues which are further discussed with the management for necessary

action. RCSS have developed short and broad, overarching goals at par with its Vision and Mission

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://iqac.rajagiri.edu/AQAR/2022/OLM/C611">https://iqac.rajagiri.edu/AQAR/2022/OLM/C611</a>

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

**Resiliency Engagement and Care in Health (REaCh):** The management along with Teaching and Non-teaching staff and students developed a model named- 'Resiliency Engagement and Care in Health (REaCh)' to hold hands with the community in its fight against the Covid 19 pandemic aftermaths. The Reach intervention was three folded:

1. Proactive Engagement and Crisis Intervention
2. Problem-solving Oriented Support Therapy
3. Assertive linkage with Community Resources

The staff and students were made into different groups and were assigned task. Staff were made the leaders of the different task groups. They along with the team identifies the different issues and worked on the solutions which could be provided. The action plan was kept before the administrative council and approval and financial assistance were sought. Alumni and different stake holders were involved. The initiatives which were undertaken were.

- Conducting awareness campaign for nearby locality
- Counselling and tele-support
- Maintenance of public assets
- Support for online teaching for teachers and students of the locality
- Assistance to migrant workers
- Financial assistance.
- Undertook surveys and implemented rehabilitation projects.

The project got appreciated by the national institute of rural

development and Panchayati raj and RCSS received Kerala State Special Jury award for 'Innovations in Covid Pandemic Management'.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://iqac.rajagiri.edu/AQAR/2022/OLM/C612">https://iqac.rajagiri.edu/AQAR/2022/OLM/C612</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The College practices participative management, which enables development of directives and guidelines with specific plans for implementation by aligning the academic and administrative aspects to improve the overall quality of the College. Short-term goals are set at department level during Bodhi. These goals are guided by the five pillar goals: Admissions & Selection, Academic system, Faculty excellence, Student outcome and Infrastructure. When NEP was implemented the college reframed its strategic plan and a fifteen year SPD - 2020-2035 was developed. The main goal is:

Degree Granting Institution

[2025]

University

[2028]

Institution of Eminence

[2035]

During the assessment year the main focus of the institution was on the strategic Goal 3: Sustain and Enhance Excellence in

Scholarship, Research and Social Impact especially setting up Centres of Excellence in Research. With this aim a Department of Bio sciences was set up which focused on

- Plant biotechnology
- Genome editing
- Ethnopharmacology
- Phytochemistry
- Mushroom cultivation
- Microbiology and probiotic research
- Training and extension activities

A modern Biotechnology Lab with Plant Tissue Culture Facility, Mushroom Growth Unit with Spawn Production Facility, Containment Greenhouse, Phytochemistry and Drug Design Lab was set up. To date the department has 3 published patents and three filed, more than 50 publications, 10 training programmes.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://rajagiri.edu/igac/strategic-plan-documents">https://rajagiri.edu/igac/strategic-plan-documents</a>
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

RCSS have developed a well-structured organizational structure over the years for the smooth and efficient functioning of the College.

**The Organization Structure and functions**

- Board of Management, the apex body of the institution with Provincial Manager as the Head.
- Administrative Council comprise of the Director, the Management Representatives, Assistant Director, the Executive Director and the Principal.
- The Principal is the head of the institution and

responsible for administrative, academic and financial activities

- The college also has in place all the statutory bodies, The Governing Council as the Apex statutory decision-making body headed by The Chairman. The Academic council, Governs the academic functioning of the College Meets periodically and looks into the curriculum design and approvals kept by the Board of Studies of different departments
- The college has an outreach wing with counselling and training centres help the faculty and the student community to reach out to the community
- The holistic development of the students is possible by the presence of various clubs and associations.
- The international office initiates the international collaborative ventures.
- The College office comprises of the administrative and support staff

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://rajagiri.edu/about-organogram">https://rajagiri.edu/about-organogram</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://iqac.rajagiri.edu/AOAR/2022/OLM/C622">https://iqac.rajagiri.edu/AOAR/2022/OLM/C622</a>

<b>6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination</b>	<b>A. All of the above</b>
--	----------------------------

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

RCSS over these years has undertaken a plethora of welfare, development and training initiatives. College have a registered body - Rajagiri Staff Welfare Association.

The welfare activities include:

- Educational assistance for deserving children of staff
- Scholarship for merit for children of staff
- Admission Preference given to children of the staff
- Medical insurance provided to members based on terms and conditions of the welfare society
- Annual medical camp for staff
- Maternity Leave
- Staff Loan -for a minimal interest from the welfare society
- Financial assistance for house building, renovation and purchase of home appliances
- Festival Kits
- Bonus given to the members of the welfare association
- Subsidized canteen facilities
- Provident fund facility for all the staff
- ESI facility for those who fall under the prescribed salary limits
- Gratuity Policy applicable for all the staff members
- International Exchange programmes
- Annual staff picnic
- Birthday celebrations and Celebration of festivals and National days
- Academic amenities like full fledged computer lab, free wi-fi, library resource with online databases

- In-campus Banking and ATM facility
- Gymnasium
- Day-care facility for staff children
- Avenues for career development/ progression-Clear policy for the career progression of the Teaching staff and Non-Teaching staff
- Training and development programmes for staff to develop professional competency

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://igac.rajagiri.edu/AOAR/2022/OLM/C631">https://igac.rajagiri.edu/AOAR/2022/OLM/C631</a>

### 6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

52

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

41

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation /



**Induction Programmes, Refresher Courses, Short-Term Course, etc.)**

50

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**6.4 - Financial Management and Resource Mobilization**

## 6.4.1 - Institution conducts internal and external financial audits regularly

Rajagiri College of Social Sciences believes in creating and maintaining sound financial and accounting system for safeguarding the interest of stakeholders, by inculcating efficient mechanism to administer the financial system. The finance committee convenes meeting on need base/at periodic intervals to discuss and deliberate on the finance management. The accounts relating to previous year are carefully scrutinized prior to the preparation of financial budget for the next financial year. The Institution uses the latest version of Tally ERP for the accounting purpose and the accounts are subjected to a three-tier audit mechanism as:

Internal audit conducted twice a year. This audit gives the early warnings whether the management policies and guidelines given are properly implemented.

External audit is conducted after the close of the financial year. The auditor examines the books and records, income and expenditure statement and balance sheet and the internal audit statement. Separate auditors are kept for internal and external audit.

Government audit- the college also carried out various government audits like AG's audit, DCE audit.

Audit Objections and ratification - The objections are rectified by the finance department and a report with explanation is submitted to the management. The report sent to the auditor for approval.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iqac.rajagiri.edu/AQAR/2022/OLM/C641">https://iqac.rajagiri.edu/AQAR/2022/OLM/C641</a>

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

67.27

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The institute has a very solid mechanism to forecast the financial requirements through the annual budgets, the diversity of the funding base through the resource mobilization policy and ensure the effective and efficient use of the funds raised.

The institution funds its endeavours through a combination of

**Earned income** - The main source for the earned income of the institution is from the fees including hostel fee

**Funds Raised-** The main sources of funds are funds received as sponsorship for various student initiatives, the consultancy, FDP, MDP, workshops and seminars, Alumni contribution, donations from individuals and philanthropist.

**Government funds** - being an aided college the institution gets funds from the Centre and the State Governments. The aided staff salary is met by the state government. The funds include UGC fund for college with Potential of Excellence, the funds are mainly for infrastructure development, research and library, UGC

autonomous grant, AICTE fund for research, KSIDC fund for incubation centre development, ICSSR fund for research,

Other funds -corpus funds received for infrastructure development. Funds received by The Live labs, Loans raised from banks for infrastructure development.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://iqac.rajagiri.edu/AQAR/2022/OLM/C643">https://iqac.rajagiri.edu/AQAR/2022/OLM/C643</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

### Formation of KPT (Key Project Team)

As part of Capacity Enhancement of faculty in three key main areas of :Teaching learning

Academic leadership and Research a group of faculty members were identified from different departments under each category and a key project team was developed. The main aim of the KPT was to conduct workshops, trainings etc and enhance the capacity of the faculty under

Identified and categorized faculty members falling the above categories. New joinees were given induction programme to familiarize with the tree key areas. Brown Bag Samwad was conducted to develop strong research culture. Trainings on academic leadership was also conducted by KPT

Establishment of RCEHE (Rajagiri Centre for Excellence in Higher Education)

Rajagiri Centre for Excellence in Higher Education is a new initiative of IQAC.The objectives of the centre are to mentor other higher educational institutions in

**1.NAAC accreditation****2.NIRF ranking****3.other accreditations**

Rajagiri College of Social Sciences has its legacy of being a high-performing institution for the last four cycles of accreditation. Rajagiri College of Social Sciences was also approved by Central University as a mentor institute in the Paramarsh scheme. Through mentoring other institutions, Rajagiri aims to get converted to a peer academic institution and also to improve the quality of processes being carried out there.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iqac.rajagiri.edu/AOAR/2022/QLM/C6_5_1">https://iqac.rajagiri.edu/AOAR/2022/QLM/C6_5_1</a>

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

**Feedback from stake holders**

Regular feedback is collected from students on curriculum, teaching methodology, opportunities of learning, faculty competencies in handling classes, facilities on the campus etc. This process is administered through College ERP. The Feedback is collected from students twice in a semester and the faculty can access the consolidated report through Fedena. IQAC sought innovative ideas from students, teachers, employers, alumni and the administrative and statutory bodies of the institution to evaluate the effectiveness of the teaching-learning environment

**Departmental review**

The IQAC conducts a Departmental review process every academic year. Each department at the beginning of the academic year needs to present the activities of the year and also the action plan for the next academic year. Based on the action plan every month there is a review of the progress and action taken.

**Reforms**

Based on the evaluation, this year IQAC emphasised on starting two main canterers

1. Wellness center with in house councilors to take care of the mental health and wellbeing of students as well as the staff. The centre extended support to even the family members

Center for Professional Studies intends to bridge the gap between employee competencies and employer expectations by offering various globally recognized professional qualifications and organization-specific certification programs.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iqac.rajagiri.edu/AOAR/2022/OLM/C652">https://iqac.rajagiri.edu/AOAR/2022/OLM/C652</a>

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://rajagiri.edu/iqac-annual-reports">https://rajagiri.edu/iqac-annual-reports</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Rajagiri gives utmost importance to Gender Equity programmes and initiatives in the campus community.

Sessions on dowry bans, cyber awareness, domestic violence, vegetable farming, unequal pay, self-defense and medical awareness are held for students in the campus. Working campaigns are regularly organized for providing awareness on the need for providing education, sustainable development, and identification of abusive relationships.

Awareness-raising activities in tribal villages are conducted through funded women's empowerment programs. Women entrepreneurship programmes are conducted at the Community level, and periodic evaluation meetings of the same are also conducted.

Several female faculty members serve as external experts on internal grievance boards at public companies. Sessions are conducted for students, staff and community on prevention of sexual harassment and gender equality issues. Regular training is provided for mushroom cultivation. Counselling Session by Kudumbashree Mission and SNEHITHA, Widow Entrepreneurship Training Programme, sessions for women self - help groups, stress management aim at empowering the women community. Sessions are also conducted on menstrual health and hygiene Management.

Full-time psychiatrist and counselor facilities are available on the campus. The college also aims at the psychosocial well-being of students. • "Clinic for Mental/Emotional Well-being" focusses on student/staff issues on Internet-addiction, Healthy-Use-of-Technology(HUT), Substance-use and Interpersonal-Relationship. 'Rajagiri Family Counselling Centre(FCC)' and 'Legal Aid Cell' helps to provide counselling, referral and rehabilitative services to women/children.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://iqac.rajagiri.edu/AQAR/2022/QLM/C7_1_1">https://iqac.rajagiri.edu/AQAR/2022/QLM/C7_1_1</a>

<p><b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment</b></p>	<p><b>A. Any 4 or All of the above</b></p>
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File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Rajagiri complies with the Swachh Bharat Abhiyan by actively taking part in a number of trash management programmes and by educating the public about garbage management.

Campus solid waste is separated at the source.

- Central kitchens and hostels with biogas plants manage generated food waste effectively. Vermi-compost is created using food waste.
- The majority of solid garbage produced is sorted into coloured containers. Paper garbage and plastic bottles are sold to scrapping industries for recycling. A hydraulic machine shreds plastic garbage.

Glass debris is ground into powder using specialised powdering equipment.

- Incinerators located on campuses burn sanitary napkins.

Sewage Treatment Plants (STP) established in both campuses aid with the treatment, recycling, and reuse of liquid waste.

Not Applicable for Bio-Medical Waste, Hazardous Chemicals, and Radioactive Waste.

E-waste is replaced with fresh equipment as part of buy-back initiatives. Old computers and processors are sent to the college's hardware lab, where students study hardware assembly, from various labs, classrooms, and offices.

• **Garbage-Recycling System:** Shredded plastic waste was used to pave the main road on the Hill-Campus. Cement and silica powder are combined for use in building. During construction, broken tile fragments were discovered, and they were used to create the patterns on the floors of public areas in the campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>A. Any 4 or all of the above</b>
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File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	<b>A. Any 4 or All of the above</b>



File Description	Documents
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

### 7.1.6 - Quality audits on environment and energy undertaken by the institution

<p><b>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</b></p> <ol style="list-style-type: none"> <li><b>1. Green audit</b></li> <li><b>2. Energy audit</b></li> <li><b>3.Environment audit</b></li> <li><b>4.Clean and green campus recognitions/awards</b></li> <li><b>5.Beyond the campus environmental promotional activities</b></li> </ol>	<p><b>A. Any 4 or all of the above</b></p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p><b>7.1.7 - The Institution has a disabled-friendly and barrier-free environment:</b>  <b>Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms</b>  <b>Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities:</b>  <b>accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human</b></p>	<p><b>A. Any 4 or all of the above</b></p>
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assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	<a href="#">View File</a>
Details of the software procured for providing assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

Rajagiri hosted a number of events and programmes to commemorate the harmony of one's inclusion. CHILDLINE Kochi in collaboration with Social Justice department Ernakulam has conducted several sessions among the Child protection departments and De addiction centers. "Save Childhood visibility campaign" and "Wheels for Rights - To save child rights" were conducted to secure the lives of children.

Trainings for ASHA workers, school counselors, Kudumbashree resource persons, Kochi City Police, parents of school going children and sponsorship children. Spoken English classes and felicitation programmes were conducted for sponsorship children. Distribution of Sponsorship Funds, school stationery items, smartphones, laptops, masks were organised in the various localities.

Online summer camps, motivation sessions were conducted for school students to overcome exam fear, quiz competitions for school students,

Anti-Child Labour and Child Beggary Campaigns were organised in the Kochi city.

COVID-19 Second wave food kits were distributed to migrant workers along with the medicine kit distribution to migrants. Rajagiri outREACH organised several COVID relief activities for

the community, including the migrants of Rajagiri outREACH Suraksha Migrant Project.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

Rajagiri organizes various online and offline events and programmes for inculcating in the students and staff constitutional obligations of values, rights, duties and responsibilities of the citizens.

- Campaigns to eradicate child beggary, child labour and International Child Helpline day are organised.
- Sensitization camps for NSS volunteers, ASHA workers and capacity building training for Childline staff are conducted.

Awareness sessions for parents, teachers and students on game addiction were organised.

Several Sensitization programmes on Child Rights were organised for the community.

- CHILDLINE Awareness campaigns are organised to focus on issues faced by children, child abuse and precautions.

Regular open forums are held by "RAJASADAS (People's Forum)," a platform for critical appraisal of current social challenges, to address pertinent topics such atrocities against women and children.

SWARAJ (Social Work Students Association of Rajagiri) sponsors a variety of educational and thought-provoking programmes with the goal of fostering a pro-people mentality.

Psychosocial Support for Children in Conflict with Law were provided.

State level legal awareness sessions and awareness programmes

for children, anganwadi teachers and parents were conducted

Open house programmes and safe childhood sessions were organised for resource persons working in communities.

- Training for transgenders are done to facilitate their entry into the society mainstream.

Sensitisation programmes for NGO members, newly elected representatives of Local Self Government were conducted.

- Sessions on cyber law and online safety were conducted

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized**

**A. All of the above**

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Rajagiri celebrates various festivals/days/events of national/international significance to promote national integrity.

Important days of International Day Against Drug Abuse And Illicit Trafficking, No Tobacco Day, Teacher's Day, World Ozone Day , World Tourism day, Republic Day, Martyr's Day, world wetlands day, Reading Day , NSS Day, International Women's Day, International Day Against Substance Abuse, Keralappiravi, World Youth Skills Day , World Yoga Day, World Cancer Day.

- As a part of Indian independence day celebration CHILDLINE Kochi in collaboration with SPC Ernakulam and Sree Sankaracharya University of Sanskrit Kalady conducted online quiz competitions in 100 schools .
- World Environment Day was observed in the campus , neighbouring wards and in various communities by organising awareness sessions, tree- sapling distribution drives and plant a plant challenges
- International Girl Child's Day Celebration was observed by providing awareness about the gender inequality faced by women all over the world.
- As part of World AIDS Day observation, Suraksha Migrant Project, Kalamassery, had organized candle lighting programme on November 30th 2021 at Ernakulam South Railway Station
- World Alzheimer's Day Memory Walk was observed by students participating in the memory walk saying slogans and with

placards denoting the symptoms, causes and treatment of Alzheimer's disease.

- National festivals like Onam, Christmas, Holi and Diwali are celebrated on the campus.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

**1. Title of the Practice: Holistic development of students post-COVID**

### 2. Objectives

- Enable students to return to normalcy
- Provide a supportive learning-environment
- Address psychosocial well-being

### 3. Context

The pandemic has led to students' behavioral/learning issues. Effective measures are required to compensate for learning-losses and overall well-being.

### 4. Practice

LIFE (Live It Fully Everyday) is a Happiness and Wellbeing-initiative where interventions are done through personal-visits. Strict confidentiality is maintained.

### 5. Evidence of Success

Students visiting LIFE have

- Changed behavioral-pattern
- Improved academics
- Reduced absenteeism

#### 6. Problems Encountered

- Time-constraints
- Lack of human-resources
- Student-stigma

1. Title of the Practice 2: Community-initiatives for well-being through

o R-COMBAT (Rajagiri - Community-Based-Action-against-Drug-Prevention)

o Sustainable Activities

#### 2. Objectives

- Engage in community-based-action for drug-prevention
- Support Micro-Entrepreneurs towards SDG-practices in community

#### 3. Context

R-COMBAT aims at awareness activities against drug prevention, and to promote SDG3, SDG4, SDG6 and SDG8.

#### 4. Practice

- R-COMBAT (project under Nasha-Mukt-Bharat-Abhiyaan) aims at 47,950 individuals through flash-mobs/skits/awareness-sessions/capacity-building-programmes against substance-abuse.
- Awareness of SDG goals through SDG-wellness park (made of

recycled-materials)/ workshops/seminars/ sessions

- R- BASAR ,a handholding monthly-platform for micro-entrepreneurs to sell products.

#### 5. Evidence of Success

- Programmes organised
- Workshops/Seminars
- Monthly R-BASARs

#### 6. Problems Encountered

•Community-inertia

•Lack of

- finance
- human-resources

File Description	Documents
Best practices in the Institutional website	<a href="https://rajagiri.edu/igac/best-practices">https://rajagiri.edu/igac/best-practices</a>
Any other relevant information	<a href="https://igac.rajagiri.edu/AQAR/2022/OLM/C72">https://igac.rajagiri.edu/AQAR/2022/OLM/C72</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

**Adaptation of "Rajagiri Immersive Learning Experience (RILE)" to the NEP , in the 25th year of Internationalization@Rajagiri**

In adherence to National Education Policy(NEP), "Rajagiri Immersive Learning Experience (RILE)" has adopted its unique experience towards "Enriching and Fulfilling LIFE".

• **Conceptual Learning:** Syllabi of various courses are updated to include latest additions and industry-relevant aspects, and are delivered through innovative pedagogical methods. In addition to core subjects, add-on courses are offered on credit basis. MOOC certifications are made mandatory in all courses.



- **Experiential Engagement:** Students undergo outbound training exercises (Vanavaasam, Kalypso, rural-sensitization camps, extension activities and community-engagement programmes) which constitute 10% component of each course.

- **Executive-Modeling/Professional-Competency:** Key skills (communication, analytical skills and grooming) are imparted to students through finishing schools in each department. Training programmes are scheduled throughout the year to increase competency of students to make them ready for industry/ higher learning.

- **Corporate Competency/Civic Society Engagement:** Importance is given to outbound-learning initiatives than pure conventional teaching to enhance student-competency levels, to engage in the corporate/ civic-society.

As Rajagiri is marking our 25th year in Internationalization, the process of strengthening functional MoUs with various international universities in Teaching-Learning-collaborations, visits, internships and exchange programmes are in line with RILE.

File Description	Documents
Appropriate link in the institutional website	<a href="https://rajagiri.edu/igac/distinctiveness">https://rajagiri.edu/igac/distinctiveness</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

Rajagiri aims to provide universal access to quality education, social justice and equality, scientific advancement, national integration, and cultural preservation by contributing to the following .

#### Goal 1: Holistic and Multidisciplinary Education

Focus on combining subjects across fields, keeping in mind India's tradition of the same.

**Goal 2: Engaging Pedagogical approaches**

Relevant/updated curriculum, engaging pedagogy, continuous-assessment, and timely -evaluation.

**Goal 3:Open and Distance Learning (ODL)Mode of Education**

Design of ODL courses to focus on open access and offering flexible learning opportunities.

**Goal 4: Equity and Inclusion of Socio-Economically Disadvantaged Groups (SEDG)**

Continued focus on SEDG by making quality higher education opportunities available to all.

**Goal 5: Reimagining Vocational Education**

Inclusion of Vocational Education in various course to hasten the spread of vocational education in India.

**Goal 6: Engaging in Quality Academic Research**

Focus on faculty/research scholars giving emphasis on quality research.

**Goal 7: Continuous Professional Development (CPD) of faculty**

Ample opportunity for self -improvement and updating about latest innovations.

**Goal 8: Provisions for Gifted Students with Special Talents**

Identifying and nurturing innate talents in students .

**Goal 9: Focus on Sustainable Development**

Positively affect learner achievement and professional growth .