



RCSS
RAJAGIRI COLLEGE OF
SOCIAL SCIENCES
(AUTONOMOUS)

Rajagiri College of Social Sciences (Autonomous)
“College With Potential For Excellence”
(Affiliated to Mahatma Gandhi University)

NAAC Accreditation

Year 2000 at Five Star Level

Year 2007 at A+ Level

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

Year 2021 - at A++ Grade with CGPA of 3.83 on 4 point scale

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT

Date: 28th June 2024 || Time: 03:00pm – 04:00pm || Venue : Carmel Hall (Hill Campus)

(Based on the decisions taken at the IQAC meeting held on

30th January 2024 from 3.30 pm to 4.30 pm at

GLC Hill Campus, Kalamassery)

1. Quality Policy formulation and periodical amendments

- **Finalization of Process Manual**
- It involves a detailed and structured approach to ensure comprehensive coverage of all operational aspects.
- The manual will consist of ten chapters, each dedicated to a specific area of the college's functions.
- The chapters include admission and selection, learning, teaching and evaluation, research, student excellence, internationalisation, human resource management, general administration, and good governance.
- It aim is to enhance efficiency, maintain high standards, and support the institution's strategic goals.
- **Finalisation of Process Manuel is about to complete in July.**

2. Curriculum Development and Review

A. The university granted to commence the following New Programmes during 2024-25

PG Programmes

- MSW (Clinical Social Work)
- M.Sc. Counselling Psychology
- Integrated MCA



- Integrated MBA

UG Programmes

- B.Sc. Computer Science (Data Analytics) (Honours)
- BBA (HRM) (Honours) (Additional Batch)
- BCA (Honours)
- BA (Honours) English with Journalism

B. Approval of Doctoral Centre in the Department of Psychology

- The Psychology Department has been granted recognition as a Doctoral Centre under MG University on 13th March 2024
- Dr. Lijo K J and Dr. Palayoor Benyne Jos have been recognized as Research Guides in Psychology.

C. University inspection for the approval of Doctoral Centre in Life Sciences

- University inspection has been done for the approval of Doctoral Centre in Life Sciences within the Department of BioSciences and Business Administration.
- Appointed new faculty members for fostering an environment of academic excellence, innovation, and student success.

3. Faculty/Staff Development

A. The FYUGP Internal Workshop

- The FYUGP Internal Workshop conducted from November 30th to December 2nd, 2023, aimed to enhance the academic standards of the Four-year Undergraduate Program (FYUGP) through various sessions and discussions.

B. FDP on “Get Ready for Opportunities at Work”

- Five-day faculty development program on “Get Ready for Opportunities at Work held” at Rajagiri College of Social Sciences from 27.05.2024 -31.05.2024. This intensive program aimed to empower faculty members for the upcoming academic year by equipping them with the latest knowledge, skills, and resources.

C. One-day Academic Leadership Workshop Towards Holistic Leadership

- Conducted a one-day ‘Academic Leadership Workshop Towards Holistic Leadership’ for RCSS Faculty members at Hill Campus aimed at enhancing the leadership skills of faculty members. The workshop focused on developing a comprehensive approach to leadership that integrates various aspects of personal and professional growth.



D. Technical Workshop for the Lab administrators

- A two-day technical workshop was conducted for the lab administrators and lab assistants on 2nd and 3rd May 2024. The workshop aimed to enhance the technical skills and lab management capabilities of the participants.

4. Student Feedback Mechanism

- Faculty Evaluation was completed by January 2024
- Class Review was completed in month of February 2024
- Individual faculty interaction with the principal was carried out on the basis of Faculty Evaluation and Class Review
- Appropriate remedial actions were also taken.

5. Infrastructure and Learning Resources

A. Infrastructure

IT

- The Computer Science Department has newly networked the cabins to accommodate the increased number.
- We installed 14 new computers for the faculties.
- We have recently added 200 Mbps more data for independent Wi-Fi connectivity.
- Work on connecting Wi-Fi to the new Computer Science Department classrooms is underway.
- In the blocks without fiber connectivity, we installed a new fiber connection.
- We installed a projector for the social work specialization class.
- Due to the cabin change of faculties, their data was backed up.

B. Learning Resources

Library

Discovery Tools (Single Window Search Facility)

- Discovery tools are sophisticated search platforms that allow users to access a wide array of resources through a single interface.

RFID Systems

- Radio Frequency Identification (RFID) systems are increasingly used in libraries and bookstores to manage inventory and streamline operations. RFID technology



involves the use of tags attached to items and readers that can scan these tags to identify and track the items. This system offers several advantages over traditional barcode systems.

- In additions to this, we are planning to update the new e-books collections and e-resources to enhance the library resources.

6. Institutional Practices

A. Bodhi 2024

- The annual academic retreat for faculty members of Rajagiri College of Social Sciences (Autonomous) and Rajagiri Business School – Bodhi 2024 – was held from April 2 - 6, 2024.

It was based on the theme 'Rajagiri Rising: Transforming Education beyond Boundaries'.

The department level planning was held in the college on the first day. Distinguished speakers from academia led the classes on April 3rd and 4th. The final two days of Bodhi were held at Mountain Club Resort Chinnakkanal in Munnar.

B. Strategic Pillar Advisory Council (SPAC)

- **SPAC Pillar Head**

Dr. Anish K R- Hill Campus

Mr. B Harish – Valley Campus

All departments are requested to finalize their strategic planning exercise during the month of March and Pillar heads presented the final draft at Bodhi 2024.

C. Completion of Institutional Committees

Institutional Ethics Committee	- 31st January & 26th June
Institutional Website Committee	- 2nd February
Research & Publication Committee	- 15th February
Anti-Ragging Committee	- 28th February
Swachh (Clean Campus Committee)	- 1st March
Gender Equity Cell	- 22nd March


Principal
Rajagiri College of Social Sciences
(Autonomous)
Rajagiri P.O., Kalamassery-683104

