



**RAJAGIRI VISWAJYOTHI**  
**COLLEGE OF ARTS AND APPLIED SCIENCES**  
VENGOOR, PERUMBAVOOR KERALA- 683546

An ISO 9001 : 2015 Certified Institution

Affiliated to Mahatma Gandhi University, Kottayam | Approved by AICTE



## **CRITERION 5**

# **STUDENT SUPPORT AND PROGRESSION**

### **5.1 Student Support**

**2019-2024**

Submitted to



5.1.4: The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases.

## Index

### Proof of Constitution of Committees/Cells during 2023-24

SI No	Cell/Committee Name and Year of Order	Page No
1	Anti-Ragging Committee: Order of Constitution	3
2	Internal Complaints Committee: Order of Constitution	5
3	Student Grievance Redressal Cell: Order of Constitution	6
4	SC/ST Cell: Order of Constitution	7
5	OBC Cell: Order of Constitution	8
6	Minority Cell: Order of Constitution	9

# 1. Anti-Ragging Committee: Order 2023



**RAJAGIRI**

VISWAJYOTHI COLLEGE OF  
ARTS & APPLIED SCIENCES

Affiliated to M.G. University, Kottayam

A CMI INSTITUTE

Vengoor P.O., Perumbavoor  
Ernakulam. Pin. 683 546, Kerala

T +91 0484 2644 777

F +91 904 805 611 8

E office@rajagiriviswajyothi.org  
rajagiriviswajyothi.org

RVCAS/ARG/01/2023-24

12/06/2023

## Office Order

### Sub: Anti-Ragging Committee

Based on the UGC Regulations, 2009 to curb ragging in higher educational institutions, the **Anti-Ragging Committee** of Rajagiri Viswajyothi College of Arts and Applied Sciences has been reconstituted on 12/06/2023 with the following members.

SI No.	Name of the Member	Position
1	Dr. Joy P Joseph (Principal)	Chairman
2	Mr. Solymon V L	Convenor
3	Ms. Binitha P S (Staff Representative)	Member
4	Ms. Ramya M R (Non-teaching Representative)	Member
5	Mr. Anil Kumar C K (Parent Representative)	Member
6	Mr. P K Joy (Parent Representative)	Member
7	Mr. Tom Jose (3 <sup>rd</sup> Year Representative)	Member
8	Ms. Keerthana M (2 <sup>nd</sup> Year Representative)	Member
9	1 <sup>st</sup> Year Representative	Member

By Order,

  
PRINCIPAL

Copy to:

Associate Director

All the members concerned

The HODS of various departments

The IQAC/Cell File



PRINCIPAL  
Rajagiri Viswajyothi College of  
Arts & Applied Sciences  
Vengoor, Perumbavoor-683 546

## Order on Addition of Members: 2023



**RAJAGIRI**  
VISWAJYOTHI COLLEGE OF  
ARTS & APPLIED SCIENCES  
Affiliated to M.G. University, Kottayam

A CMI INSTITUTE

Vengoor P.O., Perumbavoor  
Ernakulam. Pin. 683 546, Kerala  
T +91 0484 2644 777  
F +91 904 805 611 8  
E office@rajagiriviswajyothi.org  
rajagiriviswajyothi.org

RVCAS/ARG/02/2023-24

19/07/2023

### Office Order

#### Sub: New Member of Anti-Ragging Committee

In accordance with the guidelines laid down by the University Grants Commission (UGC) and the statutory requirements for the constitution of the Anti-Ragging Cell, it is hereby ordered that Ms. Senu George of 1<sup>st</sup> Year BSc Psychology is appointed as a member of the Anti-Ragging Cell of Rajagiri Viswajyothi College of Arts and Applied Sciences with immediate effect.

Ms. Senu George is expected to perform her duties in accordance with the guidelines of the Anti-Ragging Committee of the college.

This appointment will remain in effect until further orders.

By Order,

  
PRINCIPAL

PRINCIPAL  
Rajagiri Viswajyothi College of  
Arts & Applied Sciences  
Vengoor, Perumbavoor-683 546

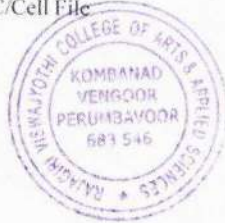
Copy to:

Associate Director

All the members concerned

The HODS of various departments

The IQAC/Cell File



## 2. Internal Complaints Committee: Order 2023



**RAJAGIRI**  
VISWAJYOTHI COLLEGE OF  
ARTS & APPLIED SCIENCES  
Affiliated to M.G. University, Kottayam

A CMI INSTITUTE

Vengoor P.O., Perumbavoor  
Ernakulam. Pin. 683 546, Kerala  
T +91 0484 2644 777  
F +91 904 805 611 8  
E office@rajagiriviswajyothi.org  
rajagiriviswajyothi.org

RVCAS/ICC/01/2022-23

07/06/2022

### Office Order

#### Sub: Internal Complaints Committee

Based on the UGC Regulations, 2013 for ICC, the **Internal Complaints Committee** of Rajagiri Viswajyothi College of Arts and Applied Sciences has been reconstituted on 07/06/2022 for a tenure of three years with the following members.

SI No.	Name of the Member	Position
1	Ms. Anju Antony	Presiding Officer
2	Ms. Sreekala M M	Convenor
3	Ms. Karthika Balachandran (Staff Representative)	Member
4	Ms. Preecha Ashok (Non-teaching Representative)	Member
5	Ms. Pushpa Gopakumar (Non-teaching Representative)	Member
6	Ms. Anna Alice Jose (Student Representative)	Member
7	Dr. Divya Roy, MBBS, DNB (NGO Representative)	Member

By Order,

PRINCIPAL

PRINCIPAL  
Rajagiri Viswajyothi College of  
Arts & Applied Sciences  
Vengoor, Perumbavoor-683 546

Copy to:

Assistant Director

All the members concerned

The HODS of various departments

The IQAC/Cell File



### 3. Student Grievance Redressal Cell: Order 2023



**RAJAGIRI**  
VISWAJYOTHI COLLEGE OF  
ARTS & APPLIED SCIENCES  
Affiliated to M.G. University, Kottayam

A CMI INSTITUTE

Vengoor P.O., Perumbavoor  
Ernakulam. Pin. 683 546, Kerala  
T +91 0484 2644 777  
F +91 904 805 611 8  
E office@rajagiriviswajyothi.org  
rajagiriviswajyothi.org

RVCAS/SGR/01/2023-24

07/06/2023

#### Office Order

#### Sub: Student Grievance Redressal Cell

Based on the UGC Regulations, 2023 for SGRC, the **Student Grievance Redressal Cell** of Rajagiri Viswajyothi College of Arts and Applied Sciences has been reconstituted on 07/06/2023 for a tenure of two years with the following members.

SI No.	Name of the Member	Position
1	Dr. Joy P Joseph (Principal)	Chairman
2	Ms. Binitha P S	Convenor
3	Mr. Solymon V L (Staff Representative)	Member
4	Ms. Rengini D (Staff Representative)	Member
5	Ms. Dhanya S (Staff Representative)	Member
6	Ms. Parvathy Santhosh (Student Representative)	Member

By Order,

PRINCIPAL

PRINCIPAL  
Rajagiri Viswajyothi College of  
Arts & Applied Sciences  
Vengoor, Perumbavoor-683 546

Copy to:

Associate Director

All the members concerned

The HODS of various departments

The IQAC/Cell File



## 4. SC/ST Cell: Order 2023



**RAJAGIRI**  
VISWAJYOTHI COLLEGE OF  
ARTS & APPLIED SCIENCES  
Affiliated to M.G. University, Kottayam

A CMI INSTITUTE

Vengoor P.O., Perumbavoor  
Ernakulam. Pin. 683 546, Kerala  
T +91 0484 2644 777  
F +91 904 805 611 8  
E office@rajagiriviswajyothi.org  
rajagiriviswajyothi.org

RVCAS/SCT/01/2023-24

09/06/2023

### Office Order

#### Sub: SC/ST Cell

This is to inform that Rajagiri Viswajyothi College of Arts and Applied Sciences has reconstituted **SC/ST Cell** on 09/06/2023. The committee comprises following members.

SI No.	Name of the Member	Position
1	Dr. Joy P Joseph (Principal)	Chairman
2	Ms. Sreekala M M	Convenor
3	Mr. Tennyson Thomas (Staff Representative)	Member
4	Ms. Binitha P S (Staff Representative)	Member
5	Ms. Preecha Ashok (Non-teaching Representative)	Member
6	Ms. Ramya M R (Non-teaching Representative)	Member
7	Ms. Parvathy Santhosh (Student Representative)	Member

By Order,

PRINCIPAL

PRINCIPAL  
Rajagiri Viswajyothi College of  
Arts & Applied Sciences  
Vengoor, Perumbavoor-683 546

Copy to:

Associate Director

All the Members concerned

The HODS of various departments

The IQAC/Cell File



## 5. OBC Cell: Order 2023



**RAJAGIRI**  
VISWAJYOTHI COLLEGE OF  
ARTS & APPLIED SCIENCES  
Affiliated to M.G. University, Kottayam

A CMI INSTITUTE

Vengoor P.O., Perumbavoor  
Ernakulam. Pin. 683 546, Kerala  
T +91 0484 2644 777  
F +91 904 805 611 8  
E office@rajagiriviswajyothi.org  
rajagiriviswajyothi.org

RVCAS/OBC/01/2023-24

03/10/2023

### Office Order

#### Sub: OBC Cell

This is to inform that Rajagiri Viswajyothi College of Arts and Applied Sciences has constituted OBC Cell on 03/10/2023. The committee comprises following members.

SI No.	Name of the Member	Position
1	Dr. Joy P Joseph (Principal)	Chairman
2	Ms. Sreekala M M	Convenor
3	Mr. Arun V V (Staff Representative)	Member
4	Ms. Harishma S L (Staff Representative)	Member
5	Ms. Pushpa Gopakumar (Non-teaching Representative)	Member

By Order,

PRINCIPAL

PRINCIPAL  
Rajagiri Viswajyothi College of  
Arts & Applied Sciences  
Vengoor, Perumbavoor-683 546

Copy to:

Associate Director

All the Members concerned

The HODS of various departments

The IQAC/Cell File





## 6. Minority Cell: Order 2023



**RAJAGIRI**  
VISWAJYOTHI COLLEGE OF  
ARTS & APPLIED SCIENCES  
Affiliated to M.G. University, Kottayam

A CMI INSTITUTE

Vengoor P.O., Perumbavoor  
Ernakulam. Pin. 683 546, Kerala  
T +91 0484 2644 777  
F +91 904 805 611 8  
E office@rajagiriviswajyothi.org  
rajagiriviswajyothi.org

RVCAS/MIN/01/2023-24

06/10/2023

### Office Order

#### Sub: Minority Cell

This is to inform that Rajagiri Viswajyothi College of Arts and Applied Sciences has constituted **Minority Cell** on 06/10/2023. The committee comprises following members.

SI No.	Name of the Member	Position
1	Dr. Joy P Joseph (Principal)	Chairman
2	Ms. Neenu Varghese	Convenor
3	Rev. Fr. Dipin Karingen CMI (Associate Director)	Member
4	Ms. Anju Antony (Staff Representative)	Member
5	Mr. Tennyson Thomas (Staff Representative)	Member

By Order,

PRINCIPAL

PRINCIPAL  
Rajagiri Viswajyothi College of  
Arts & Applied Sciences  
Vengoor, Perumbavoor-683 546

Copy to:

Associate Director

All the Members concerned

The HODS of various departments

The IQAC/Cell File



*[Signature]*

PRINCIPAL  
Rajagiri Viswajyothi College of  
Arts & Applied Sciences  
Vengoor, Perumbavoor-683 546