



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

NAAC
NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL



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

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RAJAGIRI VISWAJYOTHI
COLLEGE OF ARTS & APPLIED SCIENCES

Vengoor, Perumbavoor, Kerala - 683546

**Reports of the Activities of
Anti-Ragging Committee
2019-2024**





Annual Report of Anti-Ragging Committee: 2023-24

Committee Members 2023-24

The Anti-Ragging Committee had the following as 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 Staff)	Member
5	Mr. Anil Kumar C K (Parent Representative)	Member
6	Mr. P K Joy (Parent Representative)	Member
7	Mr. Tom Jose (3 rd Year Representative)	Member
8	Ms. Keerthana M (2 nd Year Representative)	Member
9	Ms. Senu George (1 st Year Representative)	Member

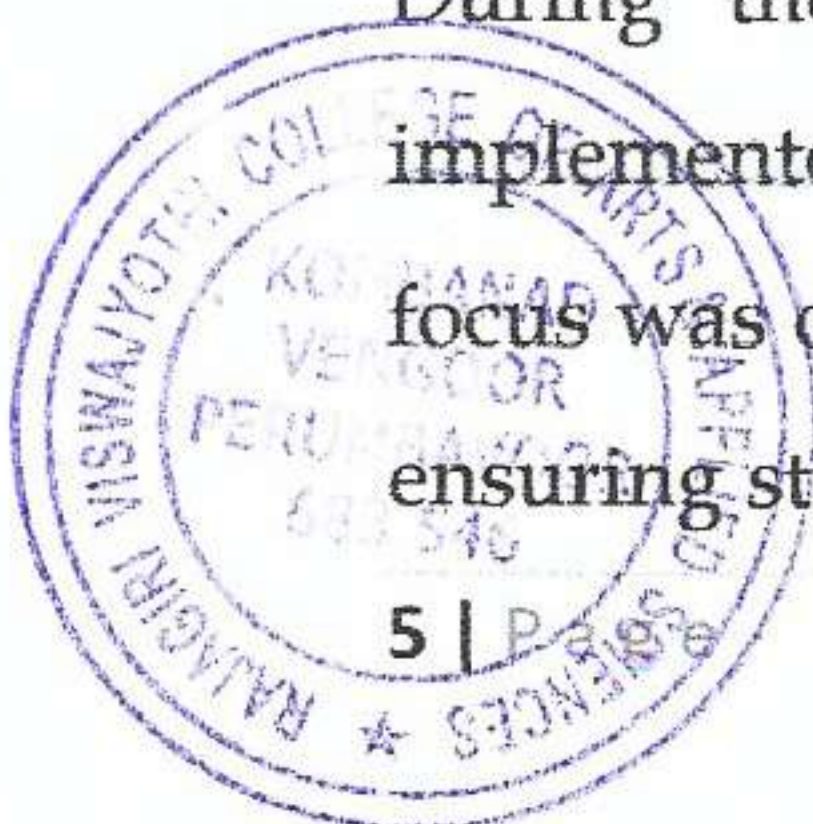
Report for 2023-24

Introduction

The Anti-Ragging Committee at Rajagiri Viswajyothi College of Arts and Applied Sciences has been actively working to ensure a ragging-free environment on campus. The committee's primary goal has been to foster a safe and supportive atmosphere for all students. During the academic year, the committee convened two meetings to review its functioning and develop plans for further action. The committee has been very much successful in its goals due to the proper working of its mechanism throughout the year.

Summary

During the 2023-24 academic year, the Anti-Ragging Committee successfully implemented various measures to maintain a ragging-free campus. The primary focus was on prevention through mandatory affidavits and awareness programmes, ensuring students and their guardians were informed about the severe consequences





of ragging. The screening of documentary and talks related to the same proved to be very effective in working towards the goal. The committee's efforts resulted in no reported cases of ragging, reflecting the effectiveness of the initiatives and the collective vigilance of the college community.

Actions Taken

- All students and their parents were required to sign anti-ragging affidavits, affirming their commitment to upholding a ragging-free environment.
- The committee organized multiple awareness programmes throughout the year to educate students about the harmful effects of ragging and the importance of fostering a respectful and inclusive campus culture.
- An open channel was maintained for students to report any incidents of ragging. The availability of this channel reinforced the committee's commitment to addressing any concerns promptly and ensuring student safety.

Outcome

The anti-ragging measures implemented during the 2023-24 academic year were highly effective. No cases of ragging were reported, indicating the success of the preventive strategies and the collective vigilance of the committee, students, and faculty. The signing of affidavits, consistent awareness efforts, and the open reporting channel contributed significantly to maintaining a ragging-free campus. The committee remains committed to these standards and will continue working to ensure a safe and supportive environment for all students.




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



Annual Report of Anti-Ragging Committee: 2022-23

Committee Members 2022-23

The Anti-Ragging Committee had the following as 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 Staff)	Member
5	Mr. Anil Kumar C K (Parent Representative)	Member
6	Mr. P K Joy (Parent Representative)	Member
7	Mr. Jittomon Thankachan (3 rd Year Representative)	Member
8	Mr. Tom Jose (2 nd Year Representative)	Member
9	Ms. Keerthana M (1 st Year Representative)	Member

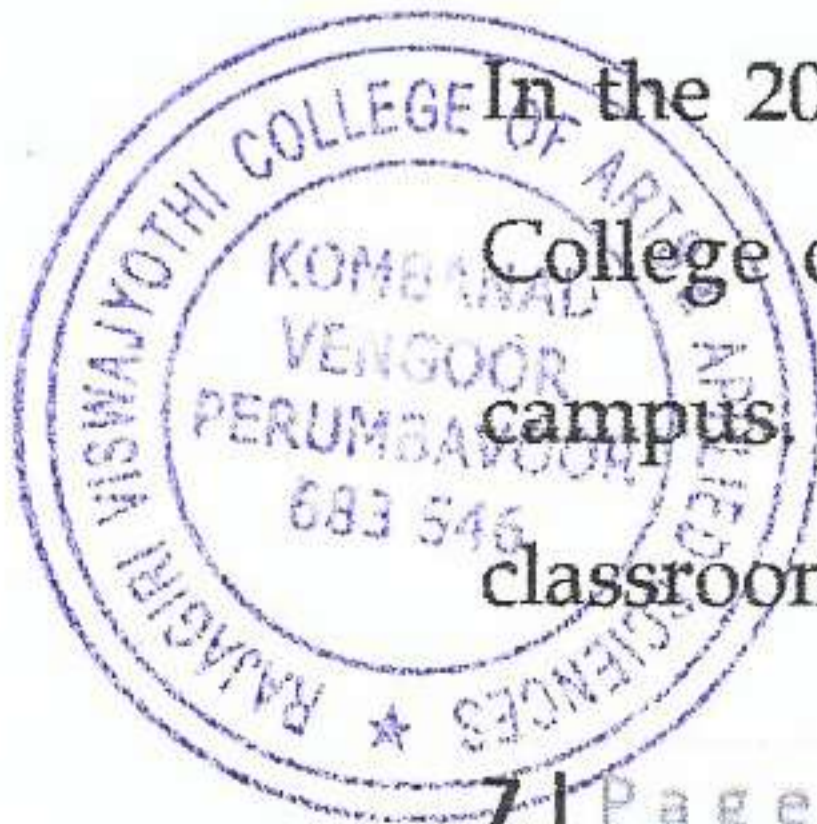
Report for 2022-23

Introduction

The Anti-Ragging Committee at Rajagiri Viswajyothi College of Arts and Applied Sciences has been actively working to ensure a ragging-free environment on campus. The committee's primary goal is to foster a safe and supportive atmosphere for all students. During the academic year, the committee convened two meetings to review its functioning and develop plans for further action.

Summary

In the 2022-23 academic year, the Anti-Ragging Committee at Rajagiri Viswajyothi College of Arts and Applied Sciences took proactive steps to ensure a ragging-free campus. By implementing mandatory anti-ragging affidavits and conducting classroom visits, the committee strengthened its efforts to prevent ragging and foster





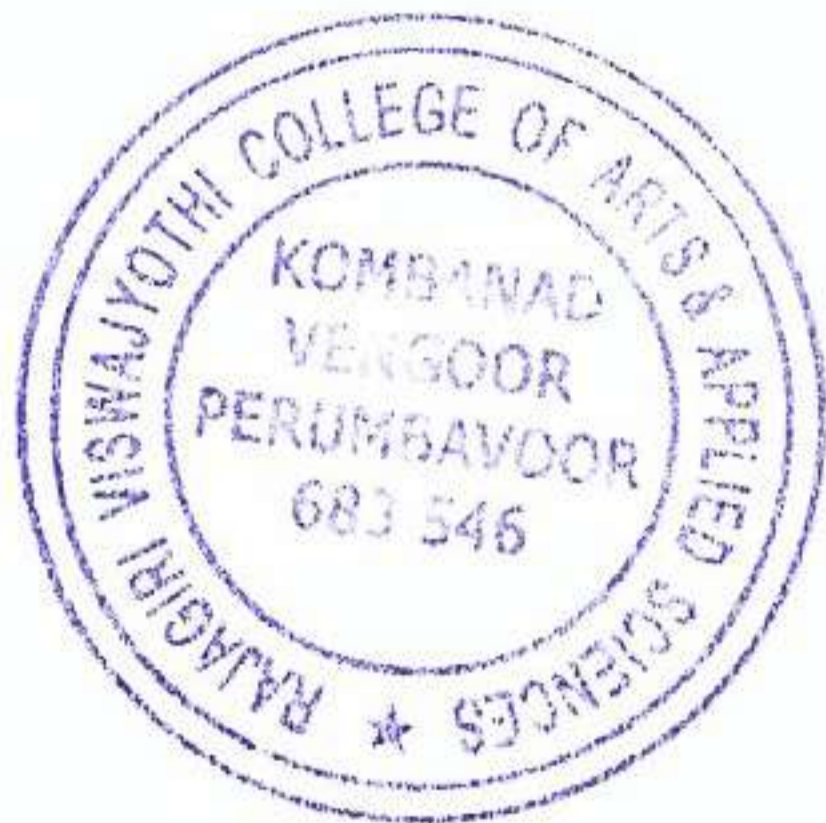
a safe and inclusive environment. The outcome of these actions was highly positive, with no reported incidents of ragging, demonstrating the effectiveness of the committee's measures and the collective commitment of the college community.

Actions Taken

- At the start of the academic year, all students and their parents were required to sign clearly defined anti-ragging affidavits.
- The committee members conducted visits to each classroom, where they directly interacted with students.
- An open channel was maintained throughout the year for students to report any instances of ragging.

Outcome

The measures implemented by the Anti-Ragging Committee during the 2022-23 academic year proved to be highly effective. No cases of ragging were reported, reflecting the success of the preventive strategies and the vigilance of both the committee and the wider college community. The combination of mandatory affidavits, personalized classroom visits, and open communication channels played a crucial role in maintaining a ragging-free campus. The committee remains dedicated to upholding these standards and will continue to work towards providing a secure and welcoming environment for all students.



PRINCIPAL

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



Annual Report of Anti-Ragging Committee: 2021-22

Committee Members 2021-22

The Anti-Ragging Committee had the following as 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 Staff)	Member
5	Mr. Alex Joseph (Parent Representative)	Member
6	Mr. E S Baiju (Parent Representative)	Member
7	Ms. E B Lakshmiprabha (3 rd Year Representative)	Member
8	Mr. Jittomon Thankachan (2 nd Year Representative)	Member
9	Mr. Tom Jose (1 st Year Representative)	Member

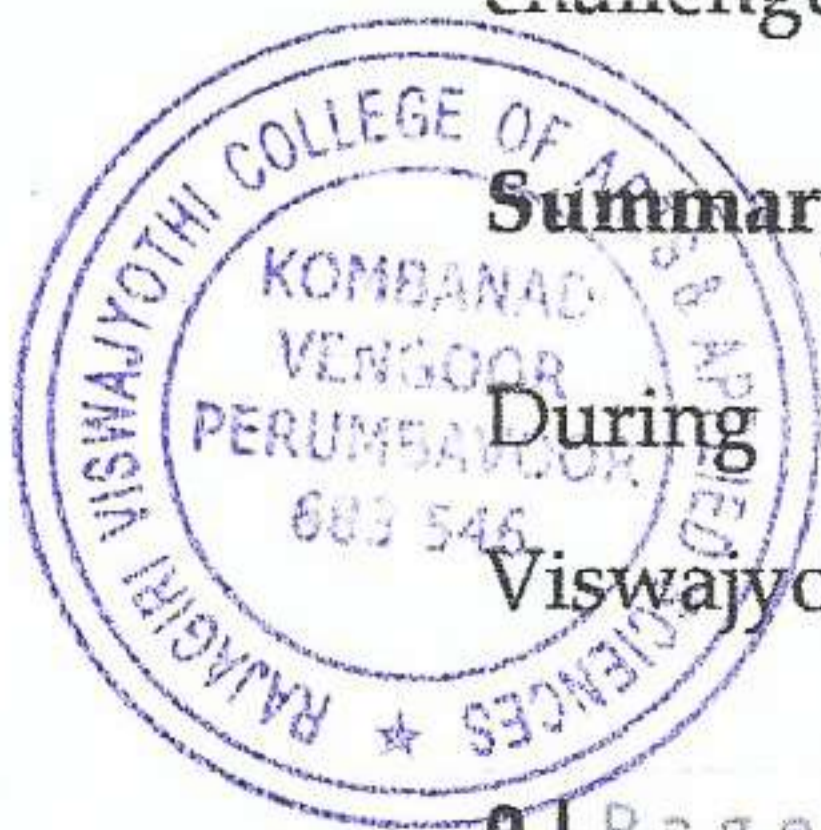
Report for 2021-22

Introduction

The Anti-Ragging Committee at Rajagiri Viswajyothi College of Arts and Applied Sciences is dedicated to ensuring a safe, welcoming, and ragging-free environment for all students. Despite the challenges posed by the COVID-19 pandemic all around the world and the resulting partial lockdowns, the committee remained active and committed to its mission. This report outlines the committee's activities, initiatives and the outcomes of its efforts during the 2021-22 academic year. There were two meetings throughout the year to make sure about the efficiency of the cell, and the year which saw everything coming back to normal was expected to bring new challenges.

Summary

During the 2021-22 academic year, the Anti-Ragging Committee at Rajagiri Viswajyothi College of Arts and Applied Sciences implemented several measures to





prevent ragging and ensure a safe campus environment. The committee's initiatives included mandatory anti-ragging affidavits, a comprehensive social media campaign, and the establishment of a 24/7 helpline. These actions effectively prevented any reported incidents of ragging, reflecting the success of the committee's strategies and the collaborative effort of the college community.


Actions Taken

- At the start of the academic year, all students and their parents signed anti-ragging affidavits.
- The committee launched a social media campaign to extend its reach. With regular posts on different platforms.
- A dedicated 24/7 helpline was established to provide immediate assistance and support to students in case of any incidents of ragging.

Outcome

The measures taken by the Anti-Ragging Committee during the 2021-22 academic year were highly effective. No cases of ragging were reported, underscoring the success of the implemented strategies and the vigilant efforts of the college community. Despite the challenges posed by the pandemic and the shift to online platforms, the committee adapted well, utilizing virtual means to maintain engagement and awareness. The Anti-Ragging Committee remains committed to preventing ragging and ensuring a supportive and secure environment for all students.




PRINCIPAL
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Vengoor, Perumbavoor-683 546



Annual Report of Anti-Ragging Committee: 2020-21

Committee Members 2020-21

The Anti-Ragging Committee had the following as members:

SI No.	Name of the Member	Position
1	Dr. Joy P Joseph (Principal)	Chairman
2	Mr. Solymon V L	Convenor
3	Rev. Fr. Dipin Karingen CMI (Assistant Director)	Member
4	Ms. Ramya M R (Non-teaching Staff)	Member
5	Mr. Alex Joseph (Parent Representative)	Member
6	Mr. E S Baiju (Parent Representative)	Member
7	Mr. Muhsin K H (3 rd Year Representative)	Member
8	Ms. E B Lakshmi Prabha (2 nd Year Representative)	Member
9	Mr. Jittomon Thankachan (1 st Year Representative)	Member

Report for 2020-21

Introduction

The Anti-Ragging Committee at Rajagiri Viswajyothi College of Arts and Applied Sciences is dedicated to maintaining a safe, inclusive, and ragging-free environment for all students without any kind of discrimination. The 2020-21 academic year presented new challenges due to the COVID-19 pandemic and subsequent lockdowns. Despite these obstacles, the committee remained committed to its mission by adapting to new methods of communication and engagement. This report details the committee's activities, initiatives, and outcomes during the 2020-21 academic year. The committee held two key meetings during the academic year to evaluate its functioning and devise new plans.





Summary

During the 2020-21 academic year, the Anti-Ragging Committee at Rajagiri Viswajyothi College of Arts and Applied Sciences successfully adapted to the challenges posed by the COVID-19 pandemic by implementing digital and online measures. Despite the constraints of lockdowns and limited physical interactions, the committee's proactive approach ensured a ragging-free environment, with no reported incidents of ragging throughout the year.

Actions Taken

- The committee organized various online awareness programmes aimed to educate students about the harmful effects of ragging and reinforce the college's commitment to maintaining a respectful campus environment.
- A virtual orientation session was conducted for the new batch of students. And with an overview of the college's anti-ragging policies, outlined the legal implications of ragging, and introduced the available support systems.
- To maximize reach, the committee launched a social media campaign through platforms like Instagram and Facebook to regularly share messages about anti-ragging, thus keeping the issue at the forefront of students' minds.

Outcome

The initiatives undertaken by the Anti-Ragging Committee during the 2020-21 academic year proved highly effective. No incidents of ragging were reported, reflecting the success of the committee's digital outreach and educational efforts. The adaptation to online and virtual methods allowed for continuous engagement with students, despite the challenges of the pandemic. The committee's resilience and innovation in leveraging technology contributed to a safe and supportive campus environment. Moving forward, the committee plans to build on these strategies, incorporating additional measures to further enhance student engagement and safety.



[Signature]
Principal
Rajagiri Viswajyothi College of
Arts & Applied Sciences
Vengoor, Perumbavoor-683 546





Annual Report of Anti-Ragging Committee: 2019-20

Committee Members 2019-20

The Anti-Ragging Committee had the following as members:

SI No.	Name of the Member	Position
1	Dr. Joy P Joseph (Principal)	Chairman
2	Mr. Solymon V L	Convenor
3	Rev. Fr. Dipin Karingen CMI (Assistant Director)	Member
4	Ms. Ramya M R (Non-teaching Staff)	Member
5	Mr. Edison Peter (Parent Representative)	Member
6	Ms. Silvi T Kurian (Parent Representative)	Member
7	Ms. Surya Bobby (3 rd Year Representative)	Member
8	Mr. Muhsin K H (2 nd Year Representative)	Member
9	Ms. E B Lakshmiprabha (1 st Year Representative)	Member

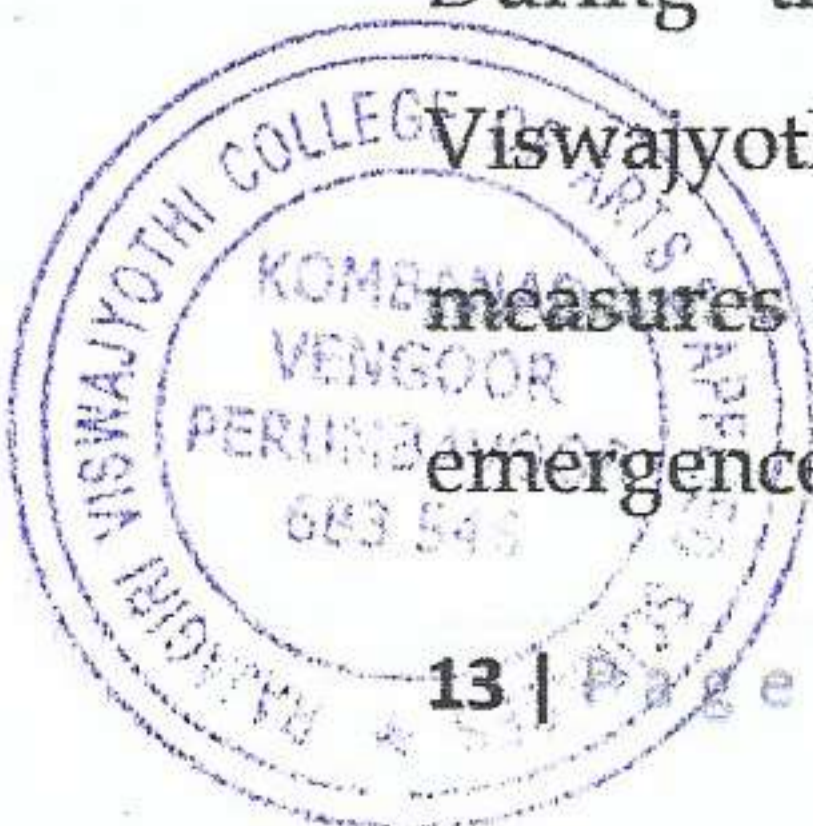
Report for 2019-20

Introduction

The Anti-Ragging Committee at Rajagiri Viswajyothi College of Arts and Applied Sciences is dedicated to maintaining a safe and inclusive environment for all students. The 2019-20 academic year marked a significant phase for the committee as many members were new to their roles. Despite the challenges, the committee, led by Principal Dr. Joy P Joseph, worked diligently to fulfil its mission.

Summary

During the 2019-20 academic year, the Anti-Ragging Committee at Rajagiri Viswajyothi College of Arts and Applied Sciences implemented several proactive measures to ensure a ragging-free campus. Despite the challenges presented by the emergence of the COVID-19 pandemic towards the end of the academic year, the





committee's efforts were successful in maintaining a safe and supportive environment for students.

Actions Taken

- At the start of the academic year, all students and their parents were required to sign anti-ragging affidavits.
- Regular interactive sessions were conducted in classrooms, led by class teachers and student representatives.
- The committee distributed informational print-outs among students through class teachers, mentors, and Heads of Departments.

Outcome

Throughout the 2019-20 academic year, no incidents of ragging were reported, reflecting the effectiveness of the committee's initiatives. The combination of anti-ragging affidavits, interactive sessions, and informational print-outs contributed to maintaining a safe and respectful campus environment. Despite the onset of the COVID-19 pandemic towards the end of the year, the committee's proactive and swift actions ensured that the campus remained free of ragging. The Anti-Ragging Committee remains committed to upholding these standards and ensuring the well-being of all students in future academic years, continuing the college's tradition of a zero-tolerance policy towards harassment and ragging.




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RAJAGIRI VISWAJYOTHI

COLLEGE OF ARTS & APPLIED SCIENCES

Vengoor, Perumbavoor, Kerala - 683546

**Reports of the Activities of
Internal Complaints Committee
(ICC)
2019-2024**



Annual Report of Internal Complaints Committee:

2023-24

Committee Members 2023-24

The Internal Complaints Committee had the following as members:

Sl. 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. Preetha 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

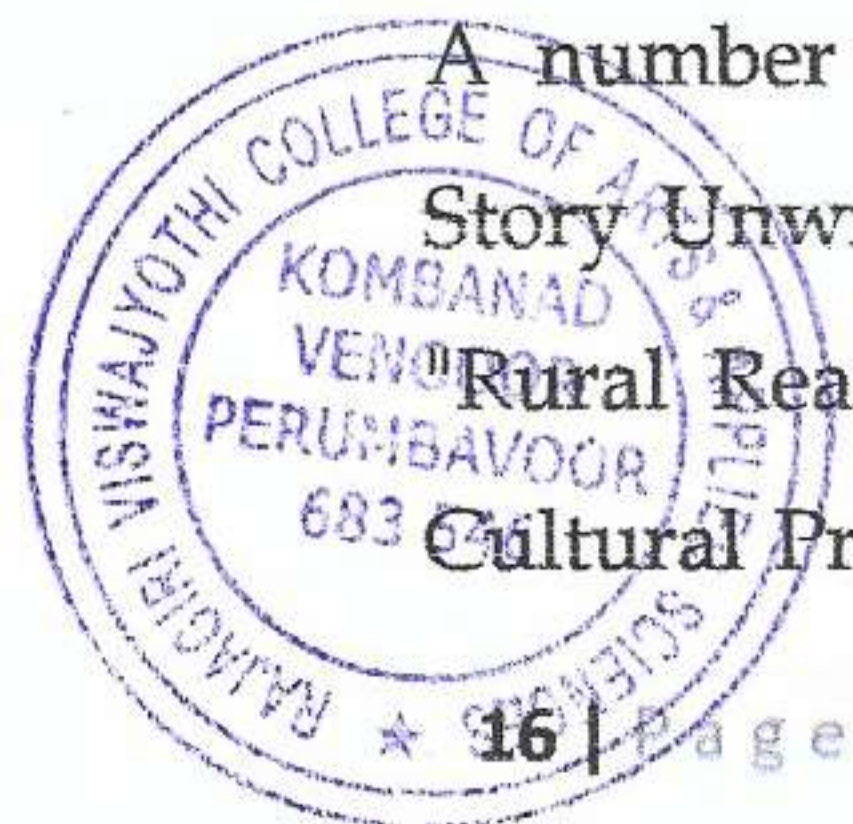
Report for 2023-24

Introduction

The Internal Complaints Committee (ICC) held two meetings during the 2023-24 academic year. These meetings were essential for reviewing the functioning of the ICC and planning further actions to enhance its effectiveness. Programmes related to gender equality were actively conducted on campus, supported by the Women's Cell, which played a vital role in these initiatives.

Summary

A number of gender-based programmes like "Gender Inclusive Pedagogy", "Her Story Unwritten", "Aspire to Inspire", "Her Finance: Financial Literacy for Women", "Rural Reach: Gender Equity in Rural Development Seminar", "Gender Equity in Cultural Preservation" and "Gender Equity in the Digital Age, were arranged to talk





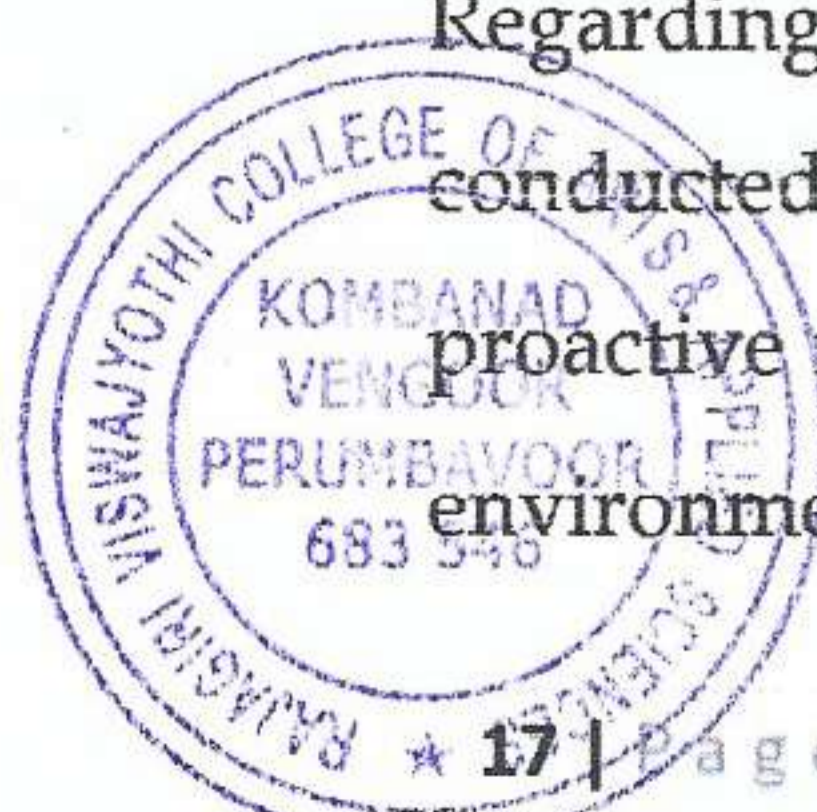
about gender and equality during the present age. Mr. Abhijith, Member of Shastra Sahitya Parishath and Haritha Kerala Mission, led a workshop on Gender Equity on January 19, 2024. The "Her Innovate: Women in Innovation and Entrepreneurship" seminar on February 1, 2024, led by Mr. Arun V V, addressed gender biases and strategies for women in these fields. Throughout the year, the Department of Psychology, under Ms. Thara Irine George's leadership, provided ongoing student mentoring and counselling to address and support student concerns. These events collectively reflect a dedicated effort to address gender equity and empower women across various fields, from education and finance to digital safety and cultural preservation.

Actions Taken

- Sessions on gender and women were provided by faculty including their roles in history and society.
- RVCAS celebrated the International Day of the Girl Child with an inspiring seminar titled "Aspire to Inspire" on October 11, with Ms. Shilpa S, an Assistant Professor at Sahrudaya College as resource person.
- Financial Literacy, digital gender equity, role of culture, female entrepreneurship and women in finance were given special care during the provided sessions.
- Mr. Abhijith, Member of Shastra Sahitya Parishath and Haritha Kerala Mission, served as the resource person for a workshop on Gender Equity.
- Throughout the year, the Department of Psychology, under the leadership of Ms. Anju Antony, provided ongoing mentoring and counselling for students.

Outcome

Regarding complaints, no cases were reported during the academic year. The events conducted during the helped the cell further to spread awareness. The vigilance and proactive measures taken by the committee ensured a supportive and complaint-free environment for students.



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



Annual Report of Internal Complaints Committee:

2022-23

Committee Members 2022-23

The Internal Complaints Committee had the following as 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. Preetha 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

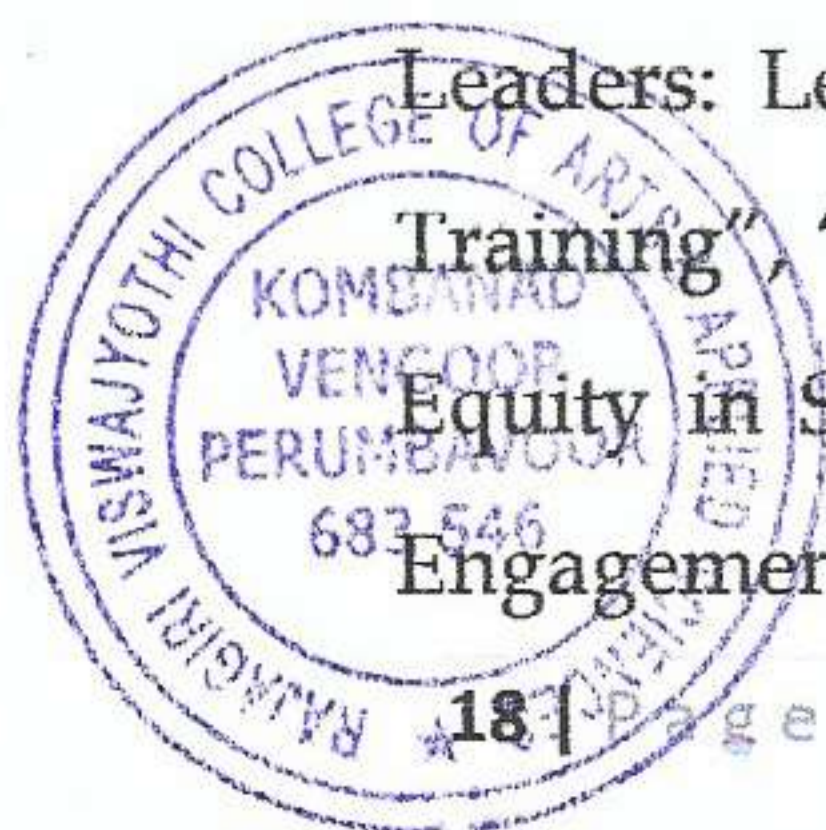
Report for 2022-23

Introduction

During the academic year of 2022-23, the Internal Complaints Committee (ICC) conducted two essential meetings to ensure the smooth functioning of the cell. These meetings were crucial for evaluating the effectiveness of the ICC, discussing the potential for complaints, and ensuring that the committee remained vigilant and prepared to address any issues that might arise.

Summary

Events like "Academic Ascent: Mentorship for Women in Academics", "Inclusive Leaders: Leadership Training Programme", "Bias-Free Classrooms: Educator Equity Training", "ArtEquity: Advancing Gender in the Arts Seminar", "EquiSports: Gender Equity in Sports Coaching and Management", "Men as Allies: Workshop on Male Engagement in Gender Equity", "Empowered Voices: Women in Media and



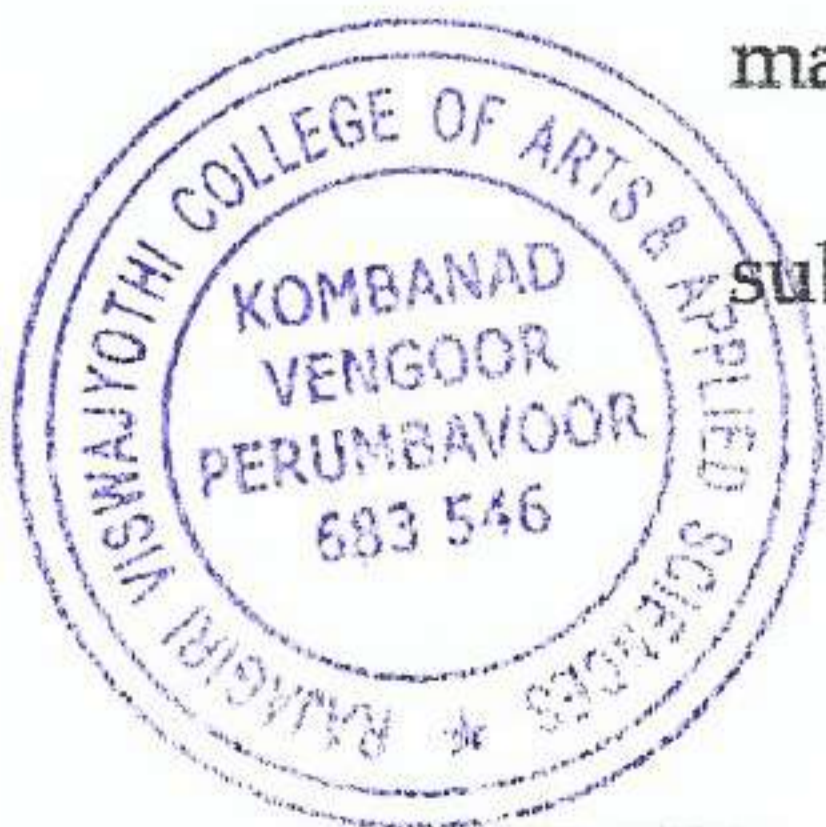


Communication” and “HerInnovate: Women in Innovation and Entrepreneurship” were among the programmes. Women’s Cell, in collaboration with the National Service Scheme, organized a Self-Defence Programme for female students at the college. With senior civil police officers from the Women’s Cell of Ernakulam Rural providing training.

Discussions regarding the Internal Complaints Committee (ICC) emphasized its increasing importance in addressing and resolving complaints effectively. The committee has shown to be a valuable platform for handling issues, even in the absence of formal submissions. Its proactive approach, consistent vigilance, and open lines of communication have ensured a supportive environment for the college community. The ICC's ongoing reviews and readiness to address concerns have highlighted its effectiveness in maintaining a safe and inclusive campus atmosphere.

Actions Taken

- A number of awareness programmes about women in education, business and other fields were conducted.
- Awareness programmes about women and gender in arts, media, sports and entrepreneurship were conducted.
- Awareness programmes on gender for male students were also conducted during the time period.
- The Women’s Cell, in partnership with the National Service Scheme, conducted a self-defence training specifically for female students.
- ICC has demonstrated its effectiveness by proactively addressing issues and maintaining a responsive approach, even in the absence of formal submissions.






Outcome

Regarding complaints, it was noted that no cases were reported during the academic year. This absence of formal complaints could be attributed to the committee's proactive measures and the supportive environment fostered by the ICC. The convenor reaffirmed the committee's commitment to maintaining this positive atmosphere, ensuring that all members of the college community felt safe and valued. The 2022-23 academic year was marked by the ICC's continuous efforts to uphold its responsibilities and support the college community. Through regular meetings, the committee ensured its functionality and readiness to address any grievances. The "Empowered Voices: Women in Media and Communication" event was a testament to the committee's commitment to promoting gender equity and highlighting the contributions of women in various fields. The absence of formal complaints during the year underscored the effectiveness of the committee's proactive approach and its role in fostering a supportive and inclusive campus.




PRINCIPAL
Rajagiri Viswajyothi College of
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Vengoor, Perumbavoor-683 546



Annual Report of Internal Complaints Committee: 2021-22

Committee Members 2021-22

The Internal Complaints Committee had the following as members:

SI No.	Name of the Member	Position
1	Ms. Anju Antony	Presiding Officer
2	Ms. Sreekala M M	Convenor
3	Mr. Tennyson Thomas (Staff Representative)	Member
4	Ms. Preetha Ashok (Non-teaching Representative)	Member
5	Ms. Remya M R (Non-teaching Representative)	Member
6	Ms. Aksa Alexander (Student Representative)	Member
7	Dr. Divya Roy, MBBS (NGO Representative)	Member

Report for 2021-22

Introduction

During the 2021-22 academic year, the Internal Complaints Committee (ICC) conducted two pivotal meetings despite the partial effect of the corona virus continuing in Kerala. These meetings were essential for ensuring the committee's continued functionality and addressing any potential issues that might arise in the college community.

Summary

The ICC conducted ongoing training sessions aimed at informing students about the committee's role, the complaint process, and available support. These sessions were particularly beneficial during the pandemic, as they helped students navigate the new dynamics of online learning and understand their rights and the protective mechanisms in place. By the end of the academic year, the ICC introduced a gender



awareness programme to enhance education on gender issues. This initiative, conducted in collaboration with the Women and Child Development Department, Ernakulam, and the Mahila Shakti Kendra, Ernakulam, was held online. "HealEquity: Gender Equity in Healthcare Conference" led by Dr. Divya Roy, served as an eye-opener in relation to healthcare services for women. Other events included "Equal Play: Gender Equity in Sports Symposium", BizHer: Empowering Women Entrepreneurs Training Session" and "Media Matter: Gender Representation", all of these meant to provide a brief idea about gender. The programme underscored the ICC's commitment to fostering a safe and inclusive campus environment by addressing critical issues related to gender equality.

Actions Taken

- Organized ongoing training sessions to educate students about the ICC's purpose, the complaint filing process, and available support.
- Provided training to help students understand their rights and the mechanisms in place to protect them.
- Arranged awareness programmes for women in relation to fields like sports, entrepreneurship and health services were conducted.
- Added a gender awareness programme to the ICC's initiatives, in collaboration with the Women and Child Development Department, Ernakulam, and the Mahila Shakti Kendra, Ernakulam.
- Reinforced the ICC's commitment to promoting a safe and inclusive campus environment through ongoing education on critical gender issues.

Outcome

Regarding complaints within the college, it was noted that no cases were reported during the academic year. The absence of formal complaints could be attributed to the proactive measures taken by the ICC, including the regular training sessions and the gender awareness programme. These efforts likely contributed to a supportive and informed campus community, where potential issues were addressed before



escalating into formal complaints. The 2021-22 academic year was marked by the ICC's dedication to maintaining its responsibilities and supporting the college community despite the pandemic-related challenges. Through regular meetings and training sessions, the committee ensured its readiness to address any grievances. The addition of the gender awareness programme highlighted the ICC's commitment to continuous education and the promotion of gender equity. The absence of formal complaints during the year underscored the effectiveness of the committee's proactive approach and its role in fostering a positive and inclusive campus environment.




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Vengoor, Perumbavoor-683 546



Annual Report of Internal Complaints Committee:

2020-21

Committee Members 2020-21

The Internal Complaints Committee had the following as members:

SI No.	Name of the Member	Position
1	Ms. Anju Antony	Presiding Officer
2	Ms. Sreekala M M	Convenor
3	Mr. Tennyson Thomas (Staff Representative)	Member
4	Ms. Preetha Ashok (Non-teaching Representative)	Member
5	Ms. Ramya M R (Non-teaching Representative)	Member
6	Ms. Aksa Alexander (Student Representative)	Member
7	Dr. Divya Roy, MBBS (NGO Representative)	Member

Report for 2020-21

Introduction

During the 2020-21 academic year, the Internal Complaints Committee (ICC) demonstrated resilience and dedication by conducting two essential meetings, despite the challenges posed by the COVID-19 pandemic and the resultant lockdown. The pandemic significantly affected regular offline classes, but the ICC remained focused on its mission to support the college community and address any potential issues.

Summary

Despite the disruptions caused by the lockdown, the ICC maintained its commitment to effectively managing problems and grievances. Adapting to the



pandemic's limitations, the committee ensured continued functionality and accessibility by focusing on creating a supportive environment where students felt safe to express their concerns, even in a remote setting. Awareness programmes like "Virtual Voices: Gender Equity Summit", "Gender Justice: Legal Perspectives and Training Seminar", "Academia Without Bias: Gender Bias Symposium" and "Inclusive Leaders: Leadership Training" were arranged for the year.

To keep the college community informed about the ICC's role and procedures during the pandemic, a series of online awareness sessions were organized by teachers. These sessions were essential for educating both students and staff about the committee's functions and the complaint process. The online format facilitated widespread participation, ensuring that the significance of the ICC was communicated effectively and that everyone was aware of how to address grievances. The ICC took proactive measures to maintain support by engaging in regular communication with students and staff. They emphasized the committee's availability and the importance of reporting issues. By utilizing online platforms for both awareness and support, the ICC successfully kept the community engaged and informed, overcoming the challenges of remote learning and social distancing.

Actions Taken

- Adapted operations during lockdown to manage grievances and maintain some fine support remotely.
- Organized online awareness sessions to inform the college community about the ICC's role and complaint procedures.
- Implemented proactive communication measures to highlight the ICC's availability and importance.

Outcome


During the academic year, it was noted that no formal complaints were reported. This outcome may reflect the effectiveness of the ICC's efforts to maintain an open line of communication and provide continuous support during a challenging time.





The proactive online sessions and the committee's commitment to addressing concerns likely contributed to a positive and supportive atmosphere, minimizing the occurrence of formal complaints. The 2020-21 academic year was marked by the ICC's commitment to upholding its responsibilities despite the constraints of the pandemic. Through diligent efforts, including online awareness sessions and proactive support measures, the committee ensured that the college community remained informed and supported. The absence of reported complaints during the year underscored the effectiveness of the ICC's approach and its role in fostering a positive and responsive campus environment.




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



Annual Report of Internal Complaints Committee:

2019-20

Committee Members 2019-20

The Internal Complaints Committee had the following as members:

SI No.	Name of the Member	Position
1	Ms. Anju Antony	Presiding Officer
2	Ms. Sreekala M M	Convenor
3	Mr. Tennyson Thomas (Staff Representative)	Member
4	Ms. Preetha Ashok (Non-teaching Representative)	Member
5	Ms. Ramya M R (Non-teaching Representative)	Member
6	Ms. Aksa Alexander (Student Representative)	Member
7	Dr. Divya Roy, MBBS (NGO Representative)	Member

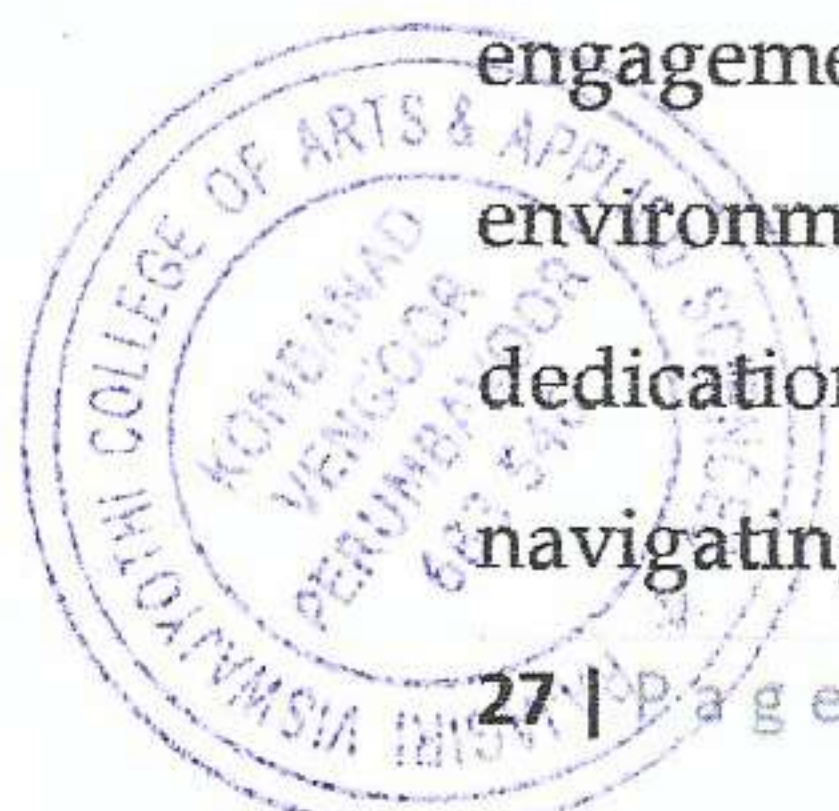
Report for 2019-20

Introduction

During the 2019-20 academic year, the Internal Complaints Committee (ICC) held two important meetings to review its operations and discuss strategies for supporting students. These meetings provided a platform for the committee to assess its effectiveness and explore ways to enhance its support for the student body.

Summary

Throughout the academic year, the ICC demonstrated significant activity and engagement, effectively addressing student concerns and maintaining a supportive environment. Dr. Joy P Joseph, the principal, commended the committee for their dedication and proactive efforts, which were crucial in supporting students and navigating the complexities of their needs.





The events like "Pride and Inclusion: LGBTQ+ Training Sessions", "EmpowerHer: Gender Equity Awareness Programme" successfully provided support to the students. Despite their active efforts, the committee recognized the need for improvement in their approach to identifying and addressing student problems early. They acknowledged that more proactive measures were required to detect and address difficulties before they escalated into formal complaints. This recognition led to a commitment to enhancing outreach and support mechanisms to better serve the student community.

The ICC provided continuous support to students facing challenges by offering a range of services and maintaining open lines of communication. Their efforts were aimed at providing timely assistance, ensuring that students felt heard and supported, and reducing the likelihood of issues becoming formal grievances. The committee's focus on continuous support highlighted their dedication to creating a nurturing and responsive environment for all students.

Actions Taken

- Actively engaged with students and addressed concerns.
- Received commendation from the principal for dedication and proactive efforts.
- Identified need for improved early detection of student issues.
- Committed to enhancing outreach and support mechanisms.
- Provided continuous support through various services and open communication.

Outcome

Throughout the academic year, no formal complaints were reported within the college. This absence of cases was attributed to the committee's proactive engagement and supportive measures. The continuous attempts to address student concerns and provide a supportive atmosphere likely contributed to the positive outcome, reflecting the effectiveness of the ICC's approach. The 2019-20 academic year was marked by the ICC's proactive and supportive efforts in maintaining a





positive campus environment. Through active engagement, continuous support for students, and the principal's commendation, the committee demonstrated its commitment to addressing student needs. The absence of reported complaints underscored the effectiveness of the committee's approach, while also highlighting areas for further improvement in early identification and support for student issues. The year was a testament to the ICC's dedication to fostering a supportive and responsive campus community.




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Vengoor, Perumbavoor-683 546





**Reports of the Activities of
Student Grievance Redressal Cell
(SGRC)
2019-2024**



Annual Report of Student Grievance Redressal Cell:

2023-24

Committee Members 2023-24

The Student Grievance Redressal Cell had the following as 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

Report for 2023-24

Introduction

The Student Grievance Redressal Cell was highly active during the 2023-24 academic year, convening seven times to thoroughly discuss and address the student grievances. These meetings were crucial platforms for students to voice their concerns, ensuring that their issues were heard and addressed in a timely manner. The cell, comprised of student representatives and faculty members, worked collaboratively to identify and implement solutions that would enhance the overall student experience in the campus.

Summary

During the 2023-24 academic year, the Student Grievance Redressal Cell was proactive in addressing student concerns, holding multiple meetings to discuss and resolve issues. The cell, which included student representatives and faculty



members, focused on improving the quality of campus life by addressing key grievances related to hostel facilities, library resources, and mental well-being support. Five major grievances were effectively resolved, reflecting the cell's dedication to enhancing student welfare and maintaining a supportive campus environment.

Actions Taken

- Students expressed concerns about the quality and variety of food in the hostel mess. In response, the Associate Director organized consultations with students and kitchen staff to gather detailed feedback. Based on these discussions, the hostel mess menu was revamped to include a wider variety of nutritious and tasty options.
- With an increasing number of students opting to stay on campus, a shortage of cupboards in hostel rooms was highlighted. The administration responded by increasing the number of cupboards available in the hostel to meet the growing demand.
- Students suggested the addition of more books to the library, particularly English novels and Malayalam short stories. This suggestion was well-received, and the library's collection was expanded accordingly.
- Recognizing the importance of mental health, there was a demand for better mental well-being support on campus. The Department of Psychology was assigned the responsibility to oversee and enhance these services.
- Confusion regarding the girls' hostel, particularly concerning food and study timings, was raised by students. The Associate Director intervened to resolve these issues through discussions with all parties involved.

Outcome

The actions taken by the Student Grievance Redressal Cell during the 2023-24 academic year resulted in significant improvements across various aspects of student life. The revamped hostel mess menu significantly improved the dining experience for students, particularly new students, and boosted overall satisfaction



with the hostel facilities. The additional cupboards provided much-needed storage space for students, alleviating overcrowding and improving living conditions in the hostel. The enhanced library collection led to an increase in student engagement with academic and recreational reading. The mental health initiatives introduced by the Department of Psychology provided students with better access to support services, contributing to a healthier campus environment. The timely resolution of issues at the girls' hostel ensured a conducive living and studying environment for students. The successful resolution of these grievances underscored the cell's commitment to student welfare, with the chairman and convenor expressing appreciation for the efforts of the Cell members and the management.




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Annual Report of Student Grievance Redressal Cell:

2022-23

Committee Members 2022-23

The Student Grievance Redressal Cell had the following as members:

SI. No.	Name of the Member	Position
1	Dr. Joy P Joseph (Principal)	Chairman
2	Ms. Binitha P S	Convenor
3	Ms. Sreekala M M (Staff Representative)	Member
4	Mr. Solymon V L (Staff Representative)	Member
5	Ms. Farzin S (Student Representative)	Member

Report for 2022-23

Introduction

The Student Grievance Redressal Cell was proactive in addressing student concerns during the 2022-23 academic year, holding four significant meetings. These meetings made sure that the cell continued the good work, and demonstrated a strong commitment to enhancing the overall student experience through collaborative problem-solving.

Summary

During the 2022-23 academic year, the Student Grievance Redressal Cell actively addressed student concerns by holding meetings to discuss and resolve key issues.

The cell's efforts were focused on enhancing student life on campus, particularly in areas related to the canteen menu and hostel entry timings were deeply appreciated.

The successful resolution of two grievances highlighted the Cell's commitment to fostering a supportive and responsive campus environment. The students provided a positive opinion on the cell's work during the year.



Actions Taken

- The cell organized consultations with students to gather detailed feedback and suggestions. Based on this input, the canteen menu was updated to include specific items favoured by students.
- The cell conducted thorough discussions with both students and hostel authorities to find a balanced solution to the issue related to hostel entry. As a result, the entry timings were adjusted to be more flexible, while still ensuring the safety of the students.
- The cell collected random feedback from the students which were full of positive opinions about the actions on grievances.

Outcome

The updated canteen menu was widely appreciated by students, and the number of students choosing food from within the campus increased. The adjustment of hostel entry timings created a more accommodating and student-friendly environment. This led to the expectation that more students would choose hostel during the next year. These resolutions, achieved through open dialogue and collaboration, contributed significantly to creating a more supportive campus environment, fostering a sense of community and well-being among students. The positive opinions from students were appreciated as the result of some hard work and persistence.




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Annual Report of Student Grievance Redressal Cell:

2021-22

Committee Members 2021-22

The Student Grievance Redressal Cell had the following as members:

SI. No	Name of the Member	Position
1	Dr. Joy P Joseph (Principal)	Chairman
2	Ms. Binitha P S	Convenor
3	Ms. Sreekala M M (Staff Representative)	Member
4	Mr. Solymon V L (Staff Representative)	Member
5	Ms. Farzin S (Student Representative)	Member

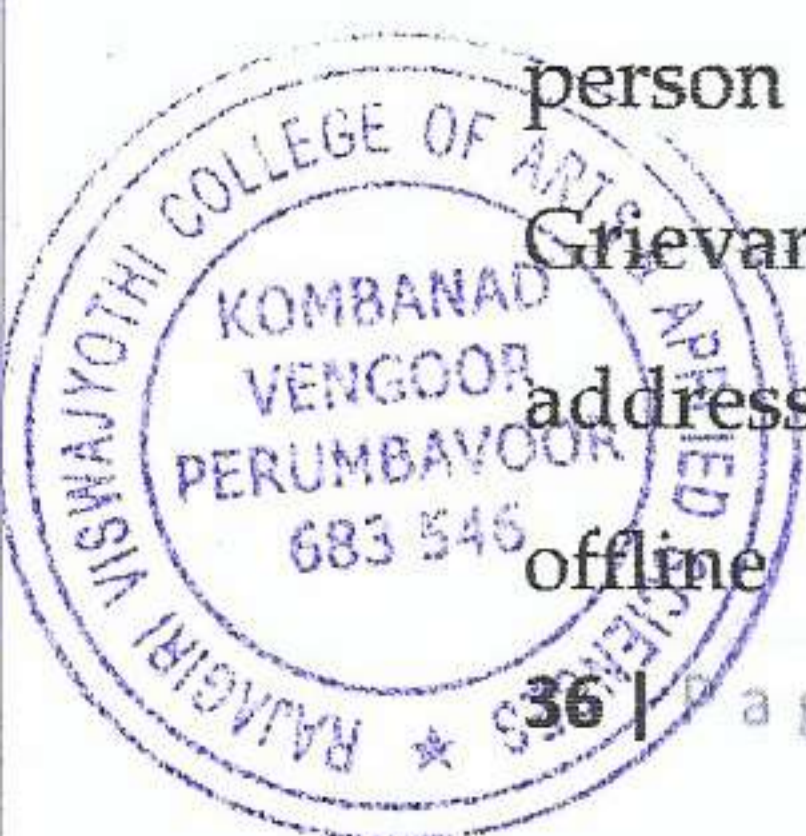
Report for 2021-22

Introduction

During the 2021-22 academic year, the Student Grievance Redressal Cell demonstrated resilience and commitment by conducting six meetings despite the challenges posed by the COVID-19 pandemic still existing at a lesser level in the state. These meetings were crucial for addressing student concerns in a time of transition, as the college had only recently shifted back to offline learning after months of remote education, and had not completely returned to the normal methods of teaching.

Summary

The 2021-22 academic year was marked by the successful transition back to in-person learning after the COVID-19 pandemic. During this period, the Student Grievance Redressal Cell actively monitored student concerns, holding meetings to address any issues that arose. Despite the challenges associated with returning to offline education, the cell encountered a relatively small number of grievances,





which highlighted the effectiveness of the support measures implemented by the college. One formal grievance regarding transportation was addressed, underscoring the cell's commitment to maintaining a positive and supportive educational environment.

Actions Taken

- The cell provided clear and detailed information about the transportation options and routes available to students. This clarification effectively resolved the issue, ensuring that students could commute without further problems.
- The cell further helped the students with more information about transportation available from the office.
- Class teachers provided the information to both students and parents to make sure that those in need would not miss the same.

Outcome

The principal's observations highlighted the effectiveness of the transition measures, as evidenced by the low number of grievances reported. The acknowledgment of staff and management efforts by the convenor reinforced the importance of a collaborative approach to maintaining a high standard of education during the post-pandemic period. The resolution of the transportation grievance ensured that students had a clear understanding of their commuting options, thus preventing further confusion and enhancing their overall experience. The collective efforts of the college community, from management to faculty and staff, were instrumental in successfully navigating the challenges of transitioning back to in-person learning. The cell's focus on clear communication and collaborative problem-solving contributed significantly to a positive and supportive educational environment, reflecting the institution's strong commitment to student welfare and academic




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Annual Report of Student Grievance Redressal Cell:

2020-21

Committee Members 2020-21

The Student Grievance Redressal Cell had the following as members:

SI. No.	Name of the Member	Position
1	Dr. Joy P Joseph (Principal)	Chairman
2	Ms. Binitha P S	Convenor
3	Ms. Seena M Peter (Staff Representative)	Member
4	Ms. Anju Antony (Staff Representative)	Member
5	Ms. Devika Shyam (Student Representative)	Member

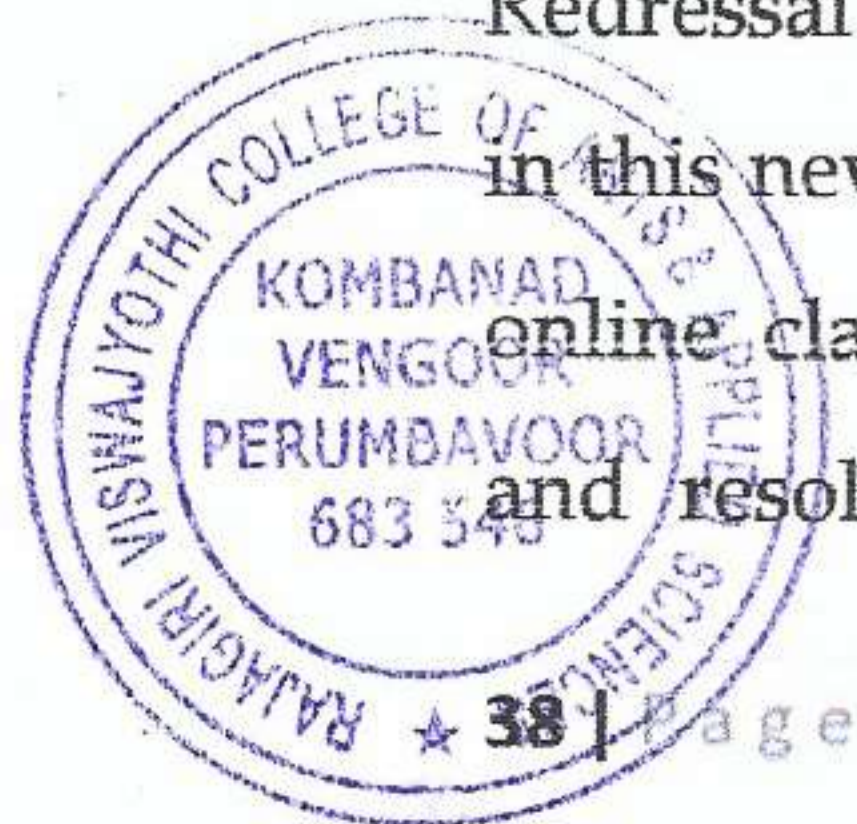
Report for 2020-21

Introduction

During the 2020-21 academic year, the Student Grievance Redressal Cell demonstrated its unwavering commitment to student welfare by conducting four meetings, even amidst the challenges posed by the COVID-19 pandemic and the resulting lockdown. These meetings were crucial for addressing student concerns during a period of significant disruption and uncertainty, as the entire education system had to adapt to unprecedented circumstances.

Summary

The 2020-21 academic year posed unprecedented challenges due to the COVID-19 pandemic, necessitating a rapid transition to online learning. The Student Grievance Redressal Cell played a vital role in ensuring that student concerns were addressed in this new learning environment. The Cell focused on maintaining vigilance during online classes, anticipating potential issues from increased parental involvement, and resolving a formal grievance related to online class timings and resource





availability. The two grievances were solved in time. These efforts were crucial in maintaining the quality of education and ensuring student satisfaction during a difficult and transformative period.

Actions Taken

- Issues such as technological barriers, varying levels of digital literacy, and the quality of online interactions were identified as potential sources of student grievances. Teachers were encouraged to be proactive in addressing these challenges to prevent grievances from escalating.
- The cell acknowledged the need to be receptive to feedback from both students and parents and to address any concerns promptly to maintain a harmonious educational environment. The concern related to online class schedule was promptly resolved.
- Some students faced difficulties in attending classes due to unreliable internet connections and a lack of suitable devices. In response, class teachers took immediate action to identify the affected students and worked closely with their families to provide the necessary support and resources.

Outcome

The vigilance maintained by teachers during online classes helped pre-emptively address potential grievances, ensuring that the transition to online learning was as smooth as possible. By anticipating increased parental involvement, the cell was able to foster a collaborative environment that welcomed feedback while maintaining educational harmony. The swift resolution of the grievance related to online class timings and resource availability ensured that all students had equitable access to online education, reinforcing the institution's commitment to inclusivity and support. The collective efforts of the teachers, administrators, and the Student Grievance Redressal Cell were instrumental in adapting to the challenges posed by the pandemic.




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Annual Report of Student Grievance Redressal Cell:

2019-20

Committee Members 2019-20

The Student Grievance Redressal Cell had the following as members:

SI No.	Name of the Member	Position
1	Dr. Joy P Joseph (Principal)	Chairman
2	Ms. Binitha P S	Convenor
3	Ms. Seena M Peter (Staff Representative)	Member
4	Ms. Anju Antony (Staff Representative)	Member
5	Ms. Devika Shyam (Student Representative)	Member

Report for 2019-20

Introduction

During the 2019-20 academic year, the Student Grievance Redressal Cell laid the foundation for its operations with seven meetings held in the year. This year was pivotal as it marked the formal establishment of the cell's framework, which outlined the roles and responsibilities of mentors and class teachers in addressing student grievances. The aim was to create a structured and responsive system that would ensure student concerns were promptly addressed and resolved.

Summary

The 2019-20 academic year marked the formal establishment of the Student Grievance Redressal Cell, which played a pivotal role in addressing key student concerns. Despite the challenges of the year, the cell focused on fostering a supportive and proactive environment, encouraging student participation, and swiftly resolving grievances related to increase in cultural events, inter-collegiate participation, and the hostel mess menu. These efforts significantly enhanced





student satisfaction and contributed to a positive campus atmosphere, as three received grievances were resolved.

Actions Taken


- A major grievance addressed was the students' desire to increase cultural events and participate in more inter-collegiate competitions. The cell initiated discussions with the administration to explore expanding these opportunities.
- The administration approved the organization of additional cultural events and facilitated greater participation in inter-collegiate competitions.
- Another issue raised was the need for more variety in the hostel mess menu. After discussions, the cell with the support of management and faculty, added changes to the menu, ensuring that the new items met students' nutritional and taste preferences.

Outcome

The proactive measures and vigilance by teachers helped identify and address student concerns early, ensuring a supportive learning environment. The encouragement of student participation through the complaint box resulted in increased engagement and allowed the Cell to address issues that might have otherwise gone unnoticed. The successful expansion of cultural events and inter-collegiate participation provided students with valuable opportunities for personal and cultural development, enhancing their overall college experience. The improvements to the hostel mess menu were well-received by students, contributing to their well-being and satisfaction with campus life. These efforts demonstrated the Cell's effectiveness in responding to student needs and highlighted its role in fostering a positive and inclusive campus environment. The 2019-20 academic year set a strong foundation for the continued success of the Student Grievance Redressal

Cell in supporting student welfare and enhancing the college experience.




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RAJAGIRI VISWAJYOTHI
COLLEGE OF ARTS & APPLIED SCIENCES

Vengoor, Perumbavoor, Kerala - 683546

**Reports of the Activities of
SC/ST Cell
2019-2024**



Annual Report of SC/ST Cell: 2023-24

Committee Members 2023-24

The SC/ST Cell had the 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. Preetha Ashok (Non-teaching Staff)	Member
6	Ms. Ramya M R (Non-teaching Staff)	Member
7	Ms. Parvathy Santhosh (Student Representative)	Member

Report for 2023-24

Introduction

The SC/ST Cell at Rajagiri Viswajyothi College of Arts and Applied Sciences remained steadfast in its mission to support and uplift SC/ST students throughout the academic year 2023-24. The cell focused on addressing potential challenges and ensuring that students received the special attention they needed to thrive in their academic and personal lives.

Summary

During the 2023-24 academic year, the SC/ST Cell held two crucial meetings to identify potential challenges and review the effectiveness of the cell's initiatives. The first meeting, held on 9th June 2023 at the common staff room, centered around discussing possible issues that SC/ST students might face and the importance of providing them with special attention. The chairman emphasized the need for open communication, encouraging students to speak freely about any problems they encountered. The cell also stressed the importance of ensuring regular participation of SC/ST students in college programmes. The meeting highlighted the strong



academic performance of SC/ST students, with a notable number achieving high scores, and referenced the successful practices of other institutions to validate the cell's effectiveness. The second meeting, held on 7th March 2024, was focused on reviewing the efforts of the SC/ST Cell and evaluating its impact based on student feedback. The chairman praised the members for their diligent work and specifically acknowledged the convenor's leadership. The cell discussed the importance of collecting direct opinions from SC/ST students and involving their parents in the feedback process.

Actions Taken

- Encouraged open communication with SC/ST students to discuss their potential problems.
- Ensured regular participation of SC/ST students in college programmes.
- Conducted counselling sessions through the Department of Psychology to address student concerns.
- Collected feedback from students and parents to assess the effectiveness of the cell's initiatives.

Outcome

The SC/ST Cell successfully fostered an environment where students felt comfortable discussing their challenges, leading to increased engagement and participation in college activities. The positive feedback from students and parents highlighted the effectiveness of the cell's support initiatives. The counselling sessions provided by the Department of Psychology were particularly beneficial, helping students navigate challenges. The overall success of the cell's efforts was reflected in the improved academic performance.




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Annual Report of SC/ST Cell: 2022-23

Committee Members 2022-23

The SC/ST Cell had the 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. Preetha Ashok (Non-teaching Staff)	Member
6	Ms. Ramya M R (Non-teaching Staff)	Member
7	Ms. Parvathy Santhosh (Student Representative)	Member

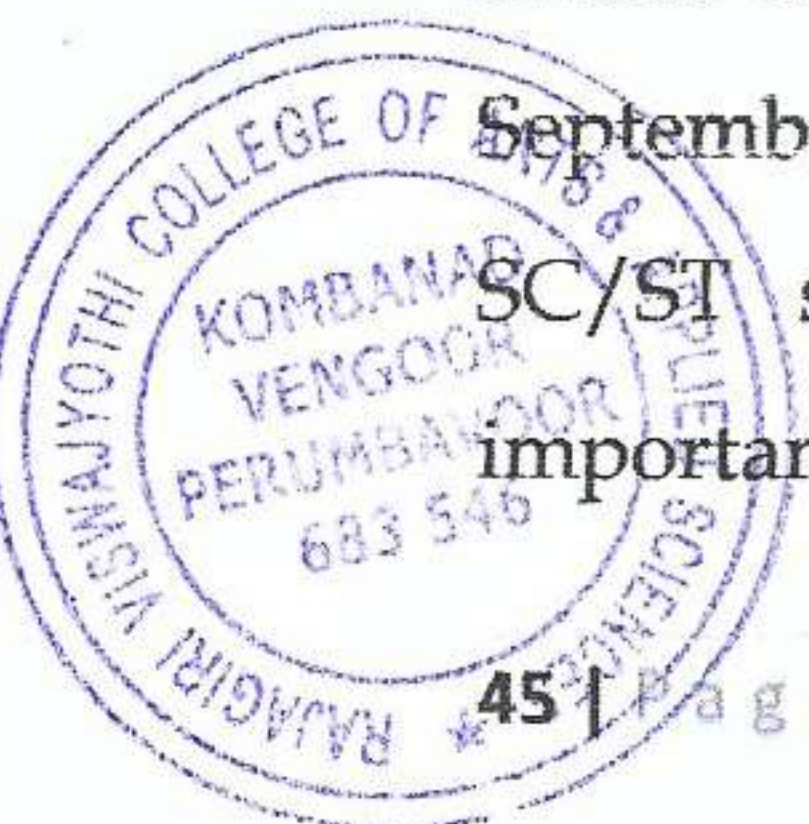
Report for 2022-23

Introduction

In the academic year 2022-23, the SC/ST Cell at Rajagiri Viswajyothi College of Arts and Applied Sciences continued its commitment to empowering SC/ST students by providing them with guidance, support, and opportunities for personal and academic growth. The cell remained focused on enhancing awareness and encouraging students to pursue their goals with determination.

Summary

The SC/ST Cell conducted two key meetings during the academic year to plan and review its activities aimed at supporting SC/ST students. In the first meeting on 15th September 2022, the cell members discussed the various opportunities available for SC/ST students in the new academic year. The chairman emphasized the importance of guiding students throughout the year, while the convenor highlighted





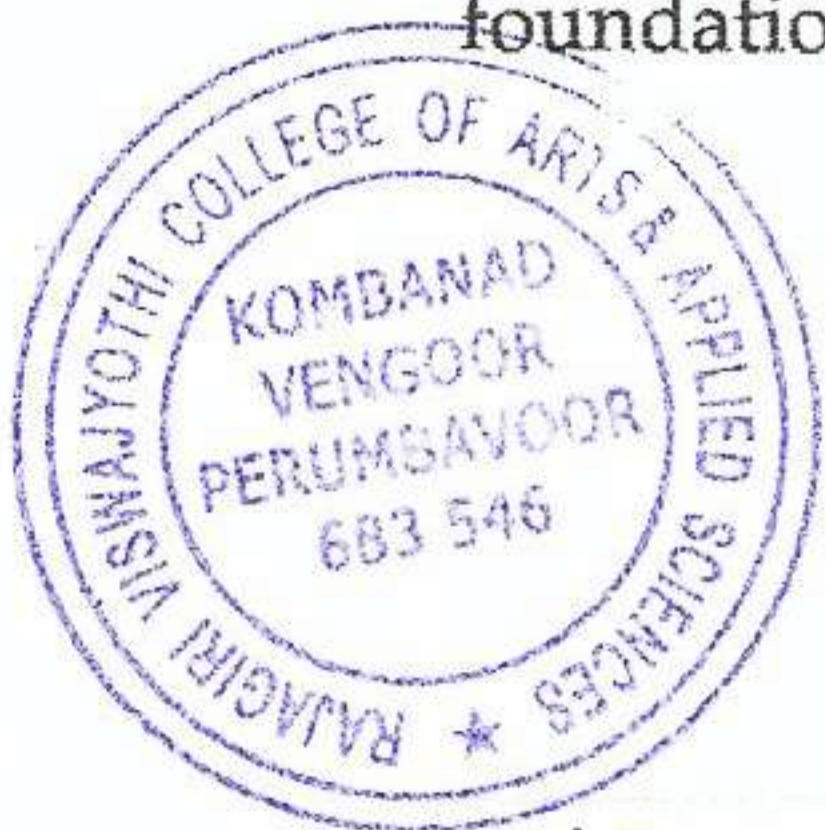
the numerous opportunities that could benefit them. The cell focused on making students aware of these opportunities and prepared a list of notable individuals from the SC/ST community who could serve as role models. The second meeting, held on 3rd March 2023, served as a review of the year's activities. The chairman and convenor both praised the efforts of the cell members in motivating and inspiring SC/ST students. The meeting also discussed the importance of learning from historical figures and the experiences of other institutions to further enhance the cell's impact. The cell aimed to recognize students who achieved high scores and to seek advice from similar cells at other institutions.

Actions Taken:

- The cell created a list of students who secured placements and prepared for the next academic year.
- SC/ST students were made aware of various career and higher education opportunities, which was positively received by both students and their parents.
- Historical figures from the SC/ST community were highlighted to inspire students, encouraging them to strive for success.

Outcome

The awareness initiatives led to increased motivation among SC/ST students, who were inspired by the examples set by prominent figures from their community. This resulted in a greater determination to overcome societal limitations and achieve their goals. The positive feedback from parents underscored the effectiveness of the cell's efforts, and the increase in student placements compared to nearby colleges demonstrated the success of these initiatives. The cell's work in 2022-23 laid a solid foundation for continued support and growth in the upcoming academic year.




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Annual Report of SC/ST Cell: 2021-22

Committee Members 2021-22

The SC/ST Cell had the 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. Preetha Ashok (Non-teaching Staff)	Member
6	Ms. Ramya M R (Non-teaching Staff)	Member
7	Mr. Raghul Raj (Student Representative)	Member

Report for 2021-22

Introduction

The SC/ST Cell at Rajagiri Viswajyothi College of Arts and Applied Sciences continued its commitment to supporting SC/ST students throughout the academic year 2021-22. The year was marked by a return of campus to continuous offline activities, allowing the cell to engage more directly with students and address their academic and personal needs.

Summary

The SC/ST Cell held two significant meetings during the academic year. The first meeting, conducted on 1st September 2021 at the college conference hall, focused on welcoming the new academic year and discussing academic support for SC/ST students. Members highlighted the importance of improving hostel facilities, career



counselling services, and awareness programmes about government schemes that could benefit SC/ST students. The cell aimed to ensure that students were aware of their opportunities and assessed the skills of new admissions. The second meeting, held on 2nd March 2022, served as a review of the year's activities and included appreciation for the members' efforts in raising awareness among students regarding available opportunities for different categories, particularly in terms of seat reservations in higher education and the job market.

Actions Taken

- The cell focused on making students aware of available opportunities in government sector and identifying the skills of newly admitted students.
- Teachers actively engaged with students, informing them about higher education and job market opportunities in different categories.
- The plans for the next academic year were outlined.

Outcome

The efforts of the SC/ST Cell were well-received, with students becoming more aware of the opportunities available to them. The involvement of class teachers and the proactive approach of the cell led to positive feedback from parents, who appreciated the support provided to their children. The year's activities laid a strong foundation for continued support and engagement with SC/ST students in the upcoming academic year.




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Annual Report of SC/ST Cell: 2020-21

Committee Members 2020-21

The SC/ST Cell had the 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. Preetha Ashok (Non-teaching Staff)	Member
6	Ms. Ramya M R (Non-teaching Staff)	Member
7	Student Representative	Member

Report for 2020-21

Introduction

The SC/ST Cell at Rajagiri Viswajyothi College of Arts and Applied Sciences continued the assigned work throughout the academic year of 2020-21, despite the challenges posed by the COVID-19 pandemic. The cell adapted to the new normal by shifting its operations online, ensuring that students' needs were met during this unprecedented time.

Summary

The SC/ST Cell held two key online meetings during the academic year. In the first meeting on 1st June 2020, conducted via Google Meet, the cell focused on addressing the immediate needs of students during the lockdown, emphasizing online support and resource provision. Class teachers were engaged to raise awareness and identify any students requiring support. The second meeting, held on 1st March 2021,



reviewed the online initiatives and appreciated the cell's efforts in maintaining student support during this period. The members discussed plans for a return to offline activities in the upcoming academic year and anticipated collaboration with similar committees at other colleges.

Actions Taken

- The SC/ST Cell adapted to the online mode by preparing and providing necessary resources and support through digital platforms.
- Class teachers were tasked with raising awareness among students about the cell's activities.
- A self-evaluation was conducted to assess the cell's readiness for continued support, with a focus on planning an effective return to offline activities in the next academic year.

Outcome

The cell successfully transitioned to online operations, maintaining its commitment to supporting students without bias during the pandemic. While the demand for online support was lower than expected, the cell remained prepared and responsive. The self-evaluation confirmed that the members were ready for the challenges of the upcoming year, with clear objectives and a plan for resuming offline activities. The anticipation of collaboration with other colleges also indicated a positive direction for the cell's future endeavours.




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Annual Report of SC/ST Cell: 2019-20

Committee Members 2019-20

The SC/ST Cell had the 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. Preetha Ashok (Non-teaching Staff)	Member
6	Ms. Ramya M R (Non-teaching Staff)	Member
7	Student Representative	Member

Report for 2019-20

Introduction

During the academic year 2019-20, the SC/ST Cell at Rajagiri Viswajyothi College of Arts and Applied Sciences dedicated itself to supporting equality among its students. The cell focused on upholding its objectives, addressing student concerns, and by the end of the academic year, adapting to the challenges posed by the COVID-19 pandemic. The lockdown in the end of the academic year did not dampen its spirits.

Summary

The SC/ST Cell conducted two significant meetings over the course of the academic year. The first meeting in June was marked by the introduction of new members and a reaffirmation of the cell's objectives. Members pledged to ensure the cell remained



active throughout the year. The cell was also reconstituted, with departing faculty members being replaced to maintain smooth operations. The new members were given some warm welcome.

Throughout the year, the cell actively engaged with students and faculty, promoting awareness about SC/ST concerns with updates received from the news. The second meeting in March, though brief due to the escalating COVID-19 crisis, recognized the cell's efforts, particularly during the early days of the pandemic, the work which was not limited to SC/ST concerns. The discussion centred on preparing for potential lockdowns and finding ways to continue supporting students during these uncertain times, providing them with the much-needed motivation.


Actions Taken

- The SC/ST Cell was reconstituted with new members, ensuring its continued functionality.
- The cell's objectives and plans were communicated to students with the support of Heads of Departments.
- Preparations were made to sustain the cell's activities during the COVID-19 pandemic, including collecting student information for ongoing support during lockdown.

Outcome

Despite the challenges of the academic year, the SC/ST Cell remained active and responsive. The reconstitution ensured that the cell continued to meet its objectives without disruption. The proactive involvement of students and faculty demonstrated the cell's effectiveness in fulfilling its mission. The cell's preparedness and adaptability during the pandemic were key to maintaining its role in supporting equality within the college.




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**Report of the Activities of
Minority Cell**

2023-2024



Annual Report of Minority Cell: 2023-24

Committee Members 2023-24

The Minority Cell had the following as 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

Report for 2023-24

Introduction

The Minority Cell at Rajagiri Viswajyothi College of Arts and Applied Sciences was constituted for the academic year 2023-24 with the primary objective of promoting and safeguarding the rights and interests of students from minority communities. The cell aims to ensure an inclusive environment where the cultural, educational, and social needs of minority students are addressed. The cell also works to increase awareness of available support systems and to provide a platform for minority students to voice their concerns.

Summary

The cell saw the introduction of cell members, a review of the existing support systems for minority students, planning of educational activities and discussions on grievances and concerns raised by minority students. The cell recognized the need for active participation and collaboration among its members to effectively support minority students. The need to provide scholarships to the needy students and the requirement to raise awareness were addressed during the year. The need to be





inclusive in the modern world was asserted, and awareness campaigns were launched.

Actions Taken

- Constituted the Minority Cell for the year.
- Recommended the members for the cell.
- Awareness about scholarships was successfully raised through posters.
- Grievances regarding representation were addressed, and collaborative efforts were initiated with the student support.

Outcome

The initiatives taken by the Minority Cell during the academic year 2023-24 have had a positive impact on the college community. The scholarship awareness campaign successfully reached a significant number of minority students, resulting in a noticeable increase in scholarship applications. The collaborations led to more inclusive planning for college events, ensuring better representation of minority cultures and traditions. Overall, the Minority Cell has made substantial progress in its efforts to support minority students and promote an inclusive campus environment. The cell remains committed to addressing the needs of minority students and will continue its work in the upcoming academic year.




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



RAJAGIRI VISWAJYOTHI
COLLEGE OF ARTS & APPLIED SCIENCES

Vengoor, Perumbavoor, Kerala - 683546

Report of the Activities of
OBC Cell
2023-2024





Annual Report of OBC Cell: 2023-24

Committee Members 2023-24

The OBC Cell had the following as 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 Staff)	Member

Report for 2023-24

Introduction

The OBC Cell at Rajagiri Viswajyothi College of Arts and Applied Sciences was constituted for the academic year 2023-24 with the mission of promoting equity and providing necessary support to OBC students. The cell focuses on ensuring that OBC students receive both academic and non-academic support, addressing their grievances, and fostering an inclusive environment where they can thrive.

Summary

Members introduced themselves and defined their roles within the cell. The importance of the cell in supporting OBC students was emphasized. The review of the previous year's support systems highlighted that while the mentorship program was beneficial, there was a need for improvement in career guidance. Grievances related to financial aid and academic support were discussed, and it was decided to coordinate with the relevant departments to address these issues. Emphasis on enhanced mentorship programme continued throughout the year. Student feedback indicated positive outcomes. Ongoing issues related to financial aid and academic



support were discussed, along with the need for more personalized mentoring. The cell proposed additional support for exam preparation and the creation of a peer-support system.

Actions Taken

- The cell was formally constituted for the year, with members recommended and appointed.
- The mentorship programme was expanded, and additional career support was provided by respective class teachers.
- Grievances related to financial aid were addressed through coordination with the college administration.

Outcome

The actions taken by the OBC Cell in the academic year 2023-24 have led to several positive outcomes. The enhancement of the mentorship program has provided more personalized support to OBC students, particularly in career guidance and academic assistance. The grievances regarding financial aid were effectively addressed, leading to greater satisfaction among OBC students. The initiatives taken by the cell, including mentorship and career support, received positive feedback from students, contributing to their academic and personal development. Overall, the OBC Cell has made significant strides in supporting OBC students and addressing their needs. The cell remains committed to its mission and will continue to work towards creating a more inclusive and supportive environment for all students.




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