



**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 6 - GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.2 Strategy Development and Deployment**

**2019-2024**

Submitted to



**Refer Page No. 5**

6.2.2 Governing Body Minutes approving  
E-Governance Report

## GOVERNING BODY MEETING MINUTES

The meeting of the Governing Body for the academic Year 2023-24 was held on February 17, 2024 at Board Room RVCAS, Vengoor.

Members present for the meeting:

1. Rev. Fr. Benny Nalkara CMI (Provincial, Sacred Heart Province, Kochi)
2. Rev. Fr. Augustine Mampilly (Director, RVCAS)
3. Dr. Joy P Joseph (Principal, RVCAS)
4. Rev. Fr. (Dr) Saju Madavanakkadu CMI (Councillor of Education, Sacred Heart Province, Kochi)
5. Rev. Fr. Dipin Karingen CMI (Associate Director, RVCAS)
6. Mr. Solymon V. L (Assistant Professor, Dept. of Management, RVCAS)
7. Ms. Preetha Ashok (Superintendent, RVCAS)

Agenda:

1. SSR Submission by August
2. AQR Submission by the month of June
3. Construction of Wisdom Path
4. Refurbishment of Library
5. Possibility of Construction of Psychology Lab and its Quotation
6. Appointment of a Physical Education Faculty
7. Recruitment of New Teachers
8. Starting Additional Batches for BCA
9. Review of Placement Report, E-Governance Report as well as Conduction of Green Audit, Energy Audit, Library Audit, and IT Audit
10. Discussion on Green Campus Certification



The meeting started with a silent prayer and the Principal, Prof. Dr. Devasia. M. D (Secretary) welcomed the members and briefed the agenda of the meeting. The Provincial Rev. Fr. Benny Nalkara CMI (Chairman), presided over the meeting and addressed the members. The minutes of the previous meeting was read and approved.

The following were the directives of the meeting

1. The Principal emphasized the importance of submitting the Self-Study Report (SSR) to NAAC by the August. All Criteria Heads were requested to compile and submit the necessary data to the IQAC for the data verification. The IQAC Co-ordinator was asked to prepare a timeline that will be shared to the Criteria Heads to ensure compliance.
2. It was decided that the Academic Quality Report (AQR) for the previous academic year needs to be finalized and submitted by June and also that the Academic and Administrative Audit be conducted.
3. Rev. Fr. Dipin Karingen CMI proposed the construction of the "Wisdom Path" an extension of the college Library that would provide a serene reading environment for students
4. Rev. Fr. Dipin Karingen CMI proposed refurbishing the library to enhance study spaces and introduce digital resources. The proposal includes new seating arrangements, lighting improvements, and an expansion of the e-library.
5. A proposal to build a new psychology lab for students to meet the practical requirements of the subject was discussed.
6. It was decided to appoint a Physical Education faculty member who is skilled in multiple sports to boost student participation in university-level sports events. The Principal highlighted the need for a faculty member with experience in athletics, team sports, and event management.
7. The Principal requested that all department heads to review the current faculty shortfall and submit their requirements for new appointments. Departments with high demand, such as BCA and B.Sc. Psychology were prioritized.



8. Given the increasing demand for BCA, it was agreed to start additional batches. The Head of the Department of Computer Applications was asked to review lab availability and faculty capacity for the additional sections.
9. Mr. Solymon V.L presented the placement report. **The E-Governance report** was also reviewed, with key improvements in digital infrastructure noted. It was proposed that the Library Audit, and IT Audit be conducted in April.
10. It was proposed that the college pursue a Green Campus Certificate to promote sustainability initiatives. It was decided to explore the requirements for certification and implement necessary measures.

The meeting was adjourned at 12:30pm.

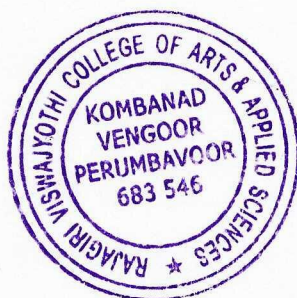


Secretary (Principal)

Dr. Joy P Joseph

PRINCIPAL

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



PRINCIPAL

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MEMBERS PRESENT

Sl. No	Name	Position
1	Rev. Fr. Benny Nalkara CMI (Provincial, SH Province, Kochi)	Chairman
2	Rev. Fr. Augustine Mampilly CMI (Director, RVCAS)	Vice Chairman
3	Dr. Joy P Joseph (Principal, RVCAS)	Secretary
4	Rev. Dr. Fr. Saju Madavanakadu CMI (Councillor of Education, S H Province, Kochi)	Member
5	Rev. Fr. Dipin Karingeti CMI (Associate Director, RVCAS)	Member
6	Mr. Solymon V L (IQAC Coordinator, RVCAS)	Member
7	Ms. Preetha Ashok (Superintendent, RVCAS)	Member

*Benny Nalkara*

*Augustine Mampilly*

*Joy P Joseph*

*Saju Madavanakadu*

*Dipin Karingeti*

*Solymon V L*

*Ms. Preetha Ashok*

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*Joy P Joseph*

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