



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



INTERNAL QUALITY ASSURANCE CELL
ANNUAL REPORT 2019-20

Principal's Message

Dear Members of the RVCAS Community,

As we delve into the IQAC Annual Report for the academic year 2019-20, I am filled with a profound sense of pride and gratitude. This year has been a testament to our collective commitment to excellence, marked by notable achievements and significant progress across all facets of our institution.

In a year that saw both triumphs and challenges, the IQAC has been pivotal in guiding our journey toward enhanced educational quality and institutional growth. Our faculty's innovative approaches and relentless dedication have set new benchmarks, while our students have embraced their learning experiences with enthusiasm and determination. Their accomplishments in academics, along with their active participation in co-curricular and extracurricular activities, underscore the vibrant and dynamic spirit of our RVCAS community.

The synergy between our faculty, students, and support staff has been instrumental in driving our success. Together, we have fostered an environment of continuous improvement and collaboration, ensuring that RVCAS remains at the forefront of educational excellence. As we reflect on the achievements of the past year, let us also look forward with optimism and a renewed commitment to our shared goals.

Thank you for your unwavering support and dedication. Your contributions are the cornerstone of our success, and together, we will continue to elevate RVCAS to new heights.

With warm regards,

Dr. Joy P Joseph

Principal



IQAC Coordinator's Message

Dear Colleagues,

I am happy to announce the release of the IQAC Annual Report for the academic year 2019-20. This report highlights our ongoing commitment to improving quality and achieving academic excellence.

Over the last year, the IQAC has focused on aligning our processes with high standards, monitoring our progress, and implementing key improvements. The report summarizes these efforts, showcasing our achievements, quality initiatives.

I want to express my gratitude to Dr. Joy P Joseph, Principal, Rev. Fr. Dipin Karingen CMI Assistant Director, IQAC team, faculty, students and the Management for their dedication and hard work. Your contributions have been crucial in our journey towards excellence. Thank you to everyone involved in preparing this report and supporting our mission. I look forward to your continued involvement in our quality enhancement initiatives.

Thank you.

Best regards,

Febi Abraham
IQAC Coordinator



Index

Sl. No	Content	Page No.
1.	Introduction	5
2.	Composition of IQAC	6
3.	Student Profile	7
4.	Student Diversity 2019-20	8
5.	Results - 2019-20 Academic Year	9
6.	Students Placed - 2020	10
7.	Student Scholarships	12
8.	Faculty Profile	13
9.	Faculty Participation in Orientation/ Refresher/ Faculty Development Program/ Short Term Courses /Online FDP	15
10.	Faculty Participation in Conferences/ Workshop/ Seminars/ Membership in Professional Bodies	18
11.	Institutions Collaborated with RVCAS	21
12.	Certificate Courses Offered -2019-2020	22
13.	Quality Initiatives of IQAC	23



Internal Quality Assurance Cell (IQAC) Annual Report 2019-2020

Introduction

The Internal Quality Assurance Cell (IQAC) is a crucial unit established within higher education institutions in India to foster and sustain the quality of education. The National Assessment and Accreditation Council (NAAC) mandates its formation in all higher education institutions and ensuring continuous improvement in educational standards and fostering the institution's capacity to achieve its objectives.

IQAC was established in 2019-20 academic year at Rajagiri Viswajyothi College of Arts and Applied Sciences (RVCAS). The formation of IQAC is significant, as it will contribute meaningfully to the college's accreditation process. The IQAC is dedicated to foster a culture of continuous quality improvement, steering towards academic excellence in RVCAS and maintain high standards of education, ensures that the institution fulfills the expectations of all its stakeholders.

Objectives and Tasks of IQAC

- To develop and implement a system for conscious, consistent, and catalytic improvement of overall performance of RVCAS.
- To contribute meaningfully to the accreditation process of the institution by ensuring continuous quality enhancement.
- To channelize the efforts and initiatives of RVCAS towards achieving excellence in academic and all spheres of life.
- To promote distinctiveness and sustain our best practices as a culture of quality within the institution.

The establishment of the IQAC at RVCAS marks a significant step towards maintaining and enhancing the quality of education offered by the college, ensuring that it remains responsive to the evolving needs of its stakeholders.



Composition of IQAC

SL. NO.	Name of Faculty	Position
1.	Dr. Joy P Joseph (Principal)	Chairman
2.	Rev. Fr. Dipin Karingen CMI, Assistant Director	Management Representative
3.	Ms. Febi Abraham	IQAC Coordinator
4.	Mr. Tennyson Thomas	Member
5.	Ms. Anju Antony	Member
6.	Mr. Solymon V L	Member
7.	Mr. Sreekala M M	Member
8.	Mr. Akhil Raju	Member
9.	Ms. Swedha K S	Member
10.	Ms. Binitha P S	Member
11.	Ms. Preetha Ashok, Superintendent	Member
12.	Mr. Saju Paul, Ex-MLA, Perumbavoor <i>(Representative from the Local Society)</i>	Member
13.	Bidhula Kurian, <i>(Student Representative)</i>	Member
14.	Mr. Mathew Joseph, CEO, Co-founder Fresh to Home <i>(Industry Representative)</i>	Member
15.	Mr. Sachin Saju, B. Com M2 2017-20 Batch <i>(Alumni Representative)</i>	Member
16.	Mr. Edison Peter (PTA Representative) <i>(F/O Nimisha Edison 2018-21 BA (English Literature Communication & Journalism Model III Triple Main) Batch)</i>	Member



Student Profile

The students of RVCAS embody a dynamic fusion of academic excellence, intellectual curiosity, and diverse talents. We take pride in our achievements, both in academic pursuits and extracurricular and co-curricular achievements, and honor our student's growth and development through a variety of awards and recognitions.

RVCAS dedicated to supporting students' holistic development through a range of scholarships and financial aid programmes, that initiatives are designed to nurture exceptional talent and facilitate academic success, enhancing their overall educational journey.

RVCAS places a strong emphasis on career readiness, offering comprehensive career development programmes and fostering collaborations with leading organizations, which provides valuable internships and job placements, to our students for successful professional transitions.

Our students make significant contributions for society through community service, leadership roles, demonstrating their commitment to making a positive societal impact. Their active involvement in various initiatives highlights a sense of responsibility and leadership.

“Excellence by Knowledge and Practice” as our vision, RVCAS students significantly enhance our institution's reputation for providing a comprehensive and empowering educational experience, excellence, dedication, and resilience. Their achievements reflect the core values of RVCAS and commitment to their success in all walks of lives.



Student Diversity 2019-20

Programme	Year	Gender			Category					
		M	F	Total	Hindu	Christian	Muslim	SC	ST	OBC
B. Com (Model I Finance & Taxation)	Year 1	24	3	27	8	17	2	0	0	4
	Year 2	14	13	27	12	12	3	0	0	10
B. Com (Model II Finance & Taxation)	Year 1	19	5	24	3	18	3	0	0	5
	Year 2	20	15	35	12	18	5	0	0	9
	Year 3	11	8	19	4	13	2	0	0	5
B. Com (Model II Logistics Management)	Year 1	25	2	27	3	19	5	0	0	7
Bachelor of Business Administration	Year 1	26	3	29	6	18	5	0	1	8
	Year 2	19	5	24	7	14	3	0	0	10
	Year 3	6	3	9	4	4	1	0	0	3
BA English Literature Communication & Journalism Model III (Triple Main)	Year 1	3	8	11	4	7	0	0	0	4
	Year 2	3	13	16	5	10	1	0	0	3



Results 2019-20 Academic Year

Sl. No	Programme	Number of Students Appeared in the Final Year Examination	Number of Students Passed in the Final Year Examination
1.	B.com Model II Finance &Taxation	19	15
2.	Bachelor of Business Administration	9	7
Total Number of Final Year Students Appeared & Passed the University Examination in 2019-2020 Academic Year		28	22



Students Placed – 2020 Pass Out

Sl. No	Name	Programme	Employer
1.	Vishnu Murali	Bachelor of Business Administration	Accounts Manager, Kovilakam Heritage, Ernakulam
2.	Joyal Jose	B. Com Model I Finance and Taxation	, Customer Fulfillment Associate in Walmart, Canada
3.	Anand K Anil	B. Com Model II Finance and Taxation	Assembler, Impact Outdoor Ltd. Wellington, UK
4.	Jeemon Joseph	B. Com Model II Finance and Taxation	Model Contract of Apprenticeship Training for Major/Minor Apprentices
5.	Adam T A	B. Com Model II Finance and Taxation	Manager, Star Light Advertising and Graphic Design (LLC), Dubai.



6.	Sivani Vijil	B. Com Model II Finance and Taxation	Senior Associate, Aight Cochin
7.	Ajay K Mathew	B. Com Model II Finance and Taxation	Director of Edattel Ventures LLP, Muvattupuzha
8.	Basil Jacob T	B. Com Model II Finance and Taxation	Operations trainee Grade - A0, ESAF Co-operative Society Ltd.
9.	Abin Joy	B. Com Model II Finance and Taxation	Junior Accountant, Kochi Finance Corporation, Kalamseriy
10.	Muhammed Rafi P R	B Com Model II Finance and Taxation	Accountant, Paraka Steels, Kalady



Student Scholarships

Sl. No	Scheme	Government/ Non- Government	Individual/ Organization	No. of Student's Benefited	Amount (INR)
1.	SOS Scholarship	Non- Government	SOS Children's Village of India, Cochin	1	21500.00
2.	Government Scholarship	Government	National Scholarship Division, Government of India	7	42000.00
3.	Sahrudaya Merit Cum Means Scholarship	Non- Government	Sahrudaya Services and Charities	28	140000.00
4.	Institutional Scholarships and Endowments for Meritorious Students	Non- Government	RVCAS (Institutional)	100	50000.00
5.	Institutional Freeship	Non- Government	RVCAS (Institutional)	69	34500.00
Total				205	288000.00



Faculty Profile

Sl. No	Name	M/F	Designation	Nature of Appointment	Department	Qualifications
1.	Dr. Joy P Joseph	M	Principal	Permanent	Commerce	Ph. D
2.	Mr. Tennyson Thomas	M	Assistant Professor	Permanent	English	NET
3.	Ms. Feby Abraham	F	Assistant Professor	Permanent	English	NET
4.	Ms. Reema Ann Roy	F	Assistant Professor	Permanent	English	MA
5.	Ms. Shiny K	F	Assistant Professor	Permanent	English	NET
6.	Mr. Binitha P. S	F	Assistant Professor	Permanent	Commerce	M. Com
7.	Mr. Anju Antony	F	Assistant Professor	Permanent	Commerce	NET
8.	Ms. Ashitha A. N	F	Assistant Professor	Permanent	Commerce	NET



9.	Ms. Sreekala M.M	F	Assistant Professor	Permanent	Commerce	NET
10.	Ms. Swedha K. S	F	Assistant Professor	Permanent	Commerce	NET
11.	Dr. P. N Sasidharan Nair	M	Assistant Professor	Permanent	Commerce	Ph. D
12.	Mr. Akhil Raju	M	Assistant Professor	Permanent	Commerce	NET
13.	Mr. Solymon V. L	M	Assistant Professor	Permanent	Business Administration	SET
14.	Rev. Fr. Dipin Karingen	M	Assistant Professor	Permanent	Business Administration	MBA
15.	Ms. Sreeka Chandran	F	Assistant Professor	Permanent	Business Administration	M. Sc
16.	Ms. Seena M. Peter	F	Assistant Professor	Temporary	Hindi	M. Phil



Faculty Participation in Orientation/ Refresher/ Faculty Development Programme/ Short Term Courses /Online FDP

Sl. No.	Name	Designation	Title Programme	Dates (DD/MM- /YYYY)
1.	Ms. Febi Abraham	Assistant Professor	Sreekrishnapuram V T Bhattathiripad College, Mannampatta, Palakkad. One-week online FDP on Innovative teaching strategies and tools in the digital age	18/05/2020 to 23/05/2020
2.	Ms. Shiny K.	Assistant Professor	AVS College of Arts & Sciences, Ramalingapuram, Salem. Five days online course on Stress Management	13 /4/2020 to 17/4/2020
3.	Ms. Shiny K.	Assistant Professor	Sreekrishnapuram V T Bhattathiripad College, Mannampatta, Palakkad. One-week online FDP on Innovative teaching strategies and tools in the digital age	18/05/2020 to 23/05/2020



4.	Ms. Binitha P. S	Assistant Professor	Sreekrishnapuram V T Bhattathiripad College, Mannampatta, Palakkad. One-week online FDP on Innovative teaching strategies and tools in the digital age	18/05/2020 to 23/05/2020
5.	Ms. Swedha K. S Assistant Professor		Swayam Online Education. Arpit Course certification on Financial Markets & Emerging Business Models	18/05/2020 to 23/05/2020
			Online FDP on Innovative teaching strategies and tools in the digital age Organized by: Sreekrishnapuram V T Bhattathiripad College, Mannampatta, Palakkad. Duration: One-week	18/05/2020 to 23/05/2020
7.	Ms. Reema Ann Roy	Assistant Professor	Sreekrishnapuram V T Bhattathiripad College, Mannampatta, Palakkad. One-week online FDP on Innovative teaching strategies and tools in the digital age	18/05/2020 to 23/05/2020



8.	Ms. Ashitha A N	Assistant Professor	KMEA College of arts and science, Empowering educators for excellence in digital teaching and professional growth	22/04/2020 to 26/04/2020
9.	Mr. Akhil Raju	Assistant Professor	KMEA College of arts and science, Empowering educators for excellence in digital teaching and professional growth	22/04/2020 to 26/04/2020
10.	Mr. Solymon V. L	Assistant Professor	KMEA College of arts and science, Empowering educators for excellence in digital teaching and professional growth	22/04/2020 to 26/04/2020
	Ms. Preetha Ashok	Superintendent	Online training programme on Linways ERP Module conducted by IQAC, Rajagiri Viswajyothi College of Arts and Applied Sciences and Linways Technology Duration: Five Days	20-05-2019 to 24-05-20219
	Ms. Remya M R	Lab Assistant	Online training program on Linways ERP Module conducted by IQAC, Rajagiri Viswajyothi College of Arts and Applied Sciences and Linways Technology Duration: Five Days	20-05-2019 to 24-05-20219



Faculty Participation in Conferences/ Workshop/ Seminars/Membership in Professional Bodies

Sl. No	Name	Designation	Programme	Organizing Institution
1.	Mr. Solymon V. L	Assistant Professor	Online International Workshop "Value investment" Duration: 1 Day	Department of Commerce in Association with IQAC of JDT Islam College of Arts and Science
2.	Ms. Shiny K	Assistant Professor	International Webinar "Contactless Teaching and Learning Pedagogy"	IQAC, St. Xavier's College for Women, Ernakulam
3.	Ms. Reema Ann Roy	Assistant Professor	Online International Workshop "Value investment" Duration: 1 Day	Department of Commerce in Association with IQAC of JDT Islam College of Arts and Science
			Online International Workshop "Value investment" Duration: 1 Day	Department of Commerce in Association with IQAC of JDT Islam College of Arts and Science
4.	Ms. Ashitha A. N	Assistant Professor	One day online International Workshop "Value investment"	Department of Commerce in Association with IQAC of JDT Islam College of Arts and Science



			International Webinar "Contactless Teaching and Learning Pedagogy"	IQAC, St. Xavier's College for Women, Ernakulam
5.	Ms. Anju Antony	Assistant Professor	National Seminar on "Challenges to Public Education in the wake of Covid-19"	IQAC of St. Peter's College, Kolenchery
			International Webinar on "Role of Women Entrepreneurs in Logistics and Supply chain management"	Post Graduate Department of Commerce & Research Centre of St. Xavier's College for Women
6.	Mr. Akhil Raju	Assistant Professor	Online International Workshop "Value investment" Duration: 1 Day	Department of Commerce in Association with IQAC of JDT Islam College of Arts and Science
7.	Ms. Sreekala M.M	Assistant Professor	Online International Workshop "Value investment" Duration: 1 Day	Department of Commerce in Association with IQAC of JDT Islam College of Arts and Science
8.			International Webinar on "Role of Women Entrepreneurs in Logistics and Supply chain management"	Post Graduate Department of Commerce & Research Centre of St. Xavier's College for Women, Ernakulam



9.	Ms. Binitha P. S	Assistant Professor	International Webinar "Contactless Teaching and Learning Pedagogy"	IQAC, St. Xavier's College for Women, Ernakulam
10.	Ms. Febi Abraham	Assistant Professor	International Webinar "Contactless Teaching and Learning Pedagogy"	IQAC, St. Xavier's College for Women, Ernakulam
			Seminar on "Protecting Your Digital Footprint"	Computer Society of India
11.	Ms. Swedha K S	Assistant Professor	Seminar on "Protecting your Digital Footprint"	Computer Society of India
12.	Ms. Sreeka Chandran	Assistant Professor	Seminar on "Protecting your Digital Footprint"	Computer Society of India
13.	Mr. Tennyson Thomas	Assistant Professor	Seminar on "Protecting Your Digital Footprint"	Computer Society of India



Institutions Collaborated with RVCAS

Sl. No	Institutions	Mou/Linkage	Date	Duration	Purpose
1.	Kerala Rehabilitation Institute for the Physically Affected Vocational Training Centre: Providence Home, Chunangamvely	Linkage	14.12.2019 to 13.12.2020	1 Year	Internship
2.	KMEA College of Arts & Applied Sciences	Linkage	14.01.2020 to 13.01.2021	1 Year	Faculty Exchange Student Exchange



Certificate Courses Offered 2019-2020

Add on/Certificate/Value added programmes offered and online MOOC programmes like SWAYAM, NPTEL etc. programmes offered

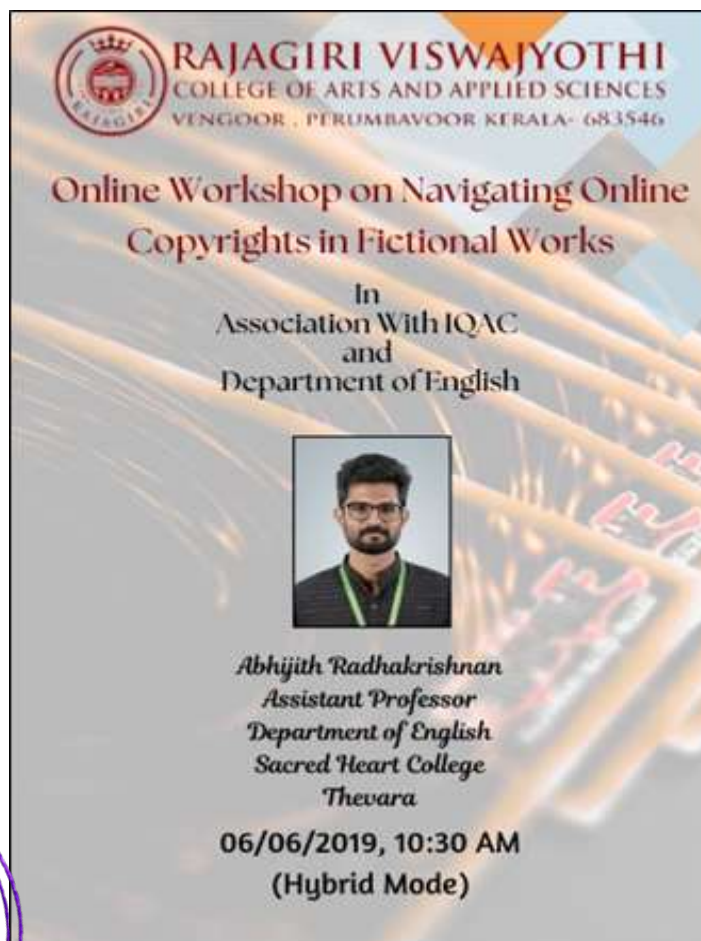
1.	Certificate Course in Professional Reporting	27	27
2.	Certificate Course in Story-telling through Myth	10	10
3.	Certificate Course in Sahithya Ka Ithihas	15	15
4.	Certificate Course in Adobe Photoshop	15	15
5.	Certificate Course in Computerized Accounting	35	35
6.	Value added Course in Emotional Intelligence	40	40
7.	Certificate Course in Working with Spreadsheets	15	15
8.	Certificate Course in Front Office Management	21	21
9.	Certificate Course in Logistics Management	17	17



QUALITY INITIATIVES OF IQAC

1. Online Workshop on Navigating Online Copyrights in Fictional Works

A one-day online workshop titled "Navigating Online Copyrights in Fictional Works" was conducted on June 6, 2019. The workshop, focused on Intellectual Property Rights (IPR), aimed to educate participants on the complexities of copyright laws as they apply to fictional content in digital contexts. Mr. Abhijith Radhakrishnan, Sacred Heart College Thevara, served as the resource person. His expertise and insights provided invaluable insights into the fundamental concepts of copyright law, navigating legal complexities specific to fictional works distributed online.



Poster of the workshop titled "Navigating Online Copyrights in Fictional Works"



**Participants attending Online Workshop:
“Navigating Online Copyrights in Fictional Works”**

2. Placement Preparation for BBA Undergraduate

Rajagiri Viswajyothi College of Arts and Applied Sciences organized a career orientation for “Placement Preparation for BBA Undergraduates” on July 19, 2019. This programme was aimed at enhancing the employability skills of third-year BBA students.

**PROFESSIONAL LAUNCHPAD:
PLACEMENT PREPARATION
FOR BBA UNDERGRADUATES**

Organizing dept./ Cell : Career Guidance and Placement Cell and IQAC

**DR NEENU KURIAKOSE,
ASSISTANT PROFESSOR, RAJAGIRI COLLEGE OF
MANAGEMENT AND APPLIED SCIENCES**

Darsana Computer Lab

Coordinator : Binitha P.S

DATE AND TIME
19/07/2019
10 A.M. - 3P.M.

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



Poster of the Career Orientation Programme: Placement Preparation by Dr. Neenu Kuriakose.

3. Competitive Exam Guidance Programme: Goal Setting & Self-Awareness for Competitive Exam Success

The workshop "Goal Setting & Self-Awareness for Competitive Exam Success," held on October 10, 2019, at Rajagiri Viswajyothi College of Arts and Applied Sciences by Mr. Sunil Devadatham, this one-day career-orientation programme aimed to enhance students' preparation for competitive exams through effective goal setting and self-awareness. Participants expressed high satisfaction with the workshop, highlighting the practical relevance of the content delivered.



Sunil Devathatham Interacting with Students

4. Aptitude Training for Competitive Examination:

IELTS/PTE/TOEFL/GRE

The Career Guidance and Placement Cell in collaboration with the IQAC, Rajagiri Viswajyothi College of Arts and Applied Sciences hosted a comprehensive career orientation programme focused on coaching for IELTS, PTE, TOEFL, and GRE examinations on December 16, 2019. Ms. Sobhitha Thomas, Project Manager at Santamonica Study Abroad Pvt. Ltd., was the resource person for the session. The



primary objective of the programme was to provide participants with detailed insights into the formats, structures, and requirements of the IELTS, PTE, TOEFL, and GRE exams. Ms. Sobhitha Thomas delivered a thorough overview of each test, elucidating their specific components and the skills required for success.

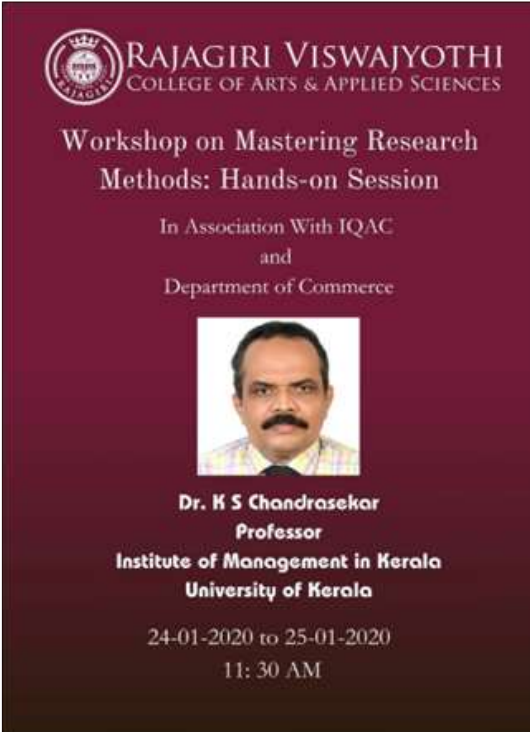


Poster of Aptitude Training for Competitive Examination: Ms. Sobhitha Thomas, Project Manager at Santamonica Study Abroad Pvt. Ltd.

5. Workshop on Mastering Research Methods: Hands-on Session

The Workshop on Mastering Research Methods: Hands-on Session was organized on 24th and 25th January 2020. Dr. K S Chandrasekar as the resource person, facilitated sessions covering research design, data collection techniques, statistical analysis, and interpretation of findings. The workshop aimed to provide college students with practical training to enhance their proficiency in research methods and their application and to apply advanced research techniques, use statistical software for data analysis, and critically evaluate research outcomes.





Workshop on Mastering Research Methods: Hands-on Session

Resource Dr. K S Chandrasekar as the resource person

6. Career Guidance Programme: "Learning from Experience - Insights from a PSC Rank Holder's Journey" - A Motivational Session

On February 17, 2020, Rajagiri Viswajyothi College of Arts and Applied Sciences hosted a significant career orientation programme titled "Learning from Experience: Insights from a PSC Rank Holder's Journey." The event aimed to provide students with inspiration and practical advice on career planning and exam preparation. The session was coordinated by the Career Guidance and Placement Cell in conjunction with the IQAC. Ms. Arundhathi G, Assistant Professor in the Department of English at DB College, Thalayolaparambu served as resource person of the programme. Her narrative provided a compelling mix of motivation and practical advice, which captivated the audience and set the stage for the subsequent sessions.



Ms. Arundhathi not only inspired the attendee with a structured approach to navigating their career paths. The event was well-received, reflecting the effectiveness of combining motivational talks with practical guidance to support students in their professional journeys.

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

LEARNING FROM EXPERIENCE: INSIGHTS FROM A PSC RANK HOLDERS JOURNEY - A MOTIVATIONAL SESSION
#career orientation

ORGANIZING DEPT./ CELL CAREER GUIDANCE AND PLACEMENT CELL AND IQAC

Arundhathi G, Assistant Professor (On contract), Department of English, DB College, Thalayolaparamb

Coordinator : Akhil raj

Date and Time 17/02/2020
10.30 a.m. -3.00 p.m.

College Auditorium

Poster of the Programme, Learning from Experience: Insights from a PSC Rank Holder's Journey- A Motivational Session- Ms. Arundhathi G



Conclusion

In conclusion, reflecting on the past year's achievements and challenges, our institution's commitment to excellence stands out as both commendable and inspiring. Our ongoing efforts to enhance educational quality, infrastructure, and governance highlight our dedication to fostering academic and administrative integrity. As we gear up for the NAAC accreditation process, it is clear that the strategic initiatives led by the Internal Quality Assurance Cell (IQAC) have established a strong foundation for national recognition.

Our meticulous preparation and adherence to quality standards not only meet but aim to exceed the expectations of the accreditation framework. This journey toward accreditation is a testament to our collective resilience and effort. We are confident that our focus on quality improvement and proactive approach to development will resonate positively with the NAAC assessment team.

With a shared vision and unwavering dedication, we are well-positioned to achieve accreditation that reflects our institution's true caliber and paves the way for future growth and excellence. Thank you to all faculty, staff, students, and community members whose contributions have been vital to this journey. We look forward to embracing upcoming opportunities and challenges, assured in our ability to maintain the highest standards of educational quality.

Dr. Joy P Joseph

Principal

Mr. Solymon. V.L

IQAC Coordinator

