

Criterion VI
Governance,
Leadership and
Management



RCMAS
RAJAGIRI COLLEGE OF MANAGEMENT &
APPLIED SCIENCES

RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES

RAJAGIRI VALLEY P.O, KAKKANAD, KERALA 682039

An ISO 9001 : 2015 Certified Institution

Affiliated to Mahatma Gandhi University, Kottayam and Approved by AICTE

6.5

Internal Quality Assurance System
Quality Assurance Initiatives of the Institution

6.5.2

Academic and Administrative Audit
Action Taken Report 2021-2022

Submitted to





Academic and Administrative Audit 2021-22

Action Taken Report

Area	Suggestions	Action Taken
Curriculum Enhancement:	<ul style="list-style-type: none"> • Introduce more hands-on learning experiences, such as labs, internships and project-based courses. 	<ul style="list-style-type: none"> • Labs will be equipped with the state-of-the-art facility and technology to boost hands-on learning.
Student Engagement:	<ul style="list-style-type: none"> • Develop more structured mentorship programs involving faculty, alumni and industry professionals. 	<ul style="list-style-type: none"> • A structured mentorship program has been developed and implemented. This program involves faculty, distinguished alumni and industry professionals mentoring students in various academic and career-related aspects.
Infrastructure Development:	<ul style="list-style-type: none"> • Further investment in digital infrastructure, including online learning platforms is recommended. • Enhance library services with more e-books, journals and research databases. 	<ul style="list-style-type: none"> • Subscriptions to advanced online learning platforms have been obtained, providing students and faculty with access to a wide range of online resources and virtual labs. • The library has expanded its collection.
Quality Assurance and Feedback:	<ul style="list-style-type: none"> • Regularly update the quality assurance framework to align with best practices in higher education. 	<ul style="list-style-type: none"> • A dedicated Quality Assurance Cell is in place to review and update the framework quarterly. • The committee has benchmarked against leading higher education institutions and incorporating new

<p>Recommendations of Administrative Audit</p>	<ul style="list-style-type: none"> • Introduce a digital governance platform to streamline communication and decision-making processes. • Enhance faculty development programs, particularly in digital teaching methods. • Invest in energy-efficient solutions for campus facilities. • Expand digital library resources to support research and learning. • Increase the number of career workshops and seminars. • Implement feedback mechanisms for continuous improvement. • Expand outreach programs to include more diverse community groups. 	<p>practices to improve quality standards.</p> <ul style="list-style-type: none"> • A comprehensive digital governance platform has been implemented, enabling efficient communication and streamlined decision-making across departments. • Multiple workshops focused on digital teaching methods are in consideration. • Energy-efficient lighting, solar panels, and water-saving fixtures have been installed across the campus to reduce energy consumption. • The digital library has been expanded to include new e-books, journals and research databases. • The number of career workshops and seminars will be increased, covering topics such as resume writing, interview skills and career planning. • Online feedback systems are in place for students, faculty, and staff to provide continuous input on various aspects of the institution. • Outreach programs have been expanded to cover a wider range of community groups, including underrepresented and disadvantaged communities.
<p>Enhanced Community Engagement:</p>	<ul style="list-style-type: none"> • Increase the scope and scale of community outreach programs to cover a wider range of issues and areas. 	<ul style="list-style-type: none"> • Community outreach programs have been scaled up to address various

		social, environmental, and educational issues.
Strengthen Industry Collaboration:	<ul style="list-style-type: none"> Expand industry collaborations to include more sectors and companies, providing students with a broader range of experiences. 	<ul style="list-style-type: none"> Collaborations with new companies across various sectors, including technology, healthcare, finance and manufacturing are in consideration.
Promote Research and Consultancy:	<ul style="list-style-type: none"> Encourage faculty to do research publications. 	<ul style="list-style-type: none"> Workshops on writing and submitting research papers will be conducted to support faculty in the publication process.
Cultural and Social Integration:	<ul style="list-style-type: none"> Increase the frequency and diversity of cultural and social events to engage a broader audience. 	<ul style="list-style-type: none"> Efforts have been made to include diverse cultural expressions, engaging a broader audience from different backgrounds.
Student Development Programs:	<ul style="list-style-type: none"> Develop a more structured framework for student volunteering and internships, ensuring quality and meaningful experiences. 	<ul style="list-style-type: none"> Internship programs have been standardized to ensure they provide valuable learning and professional growth opportunities.
Student Welfare	<ul style="list-style-type: none"> Increase the availability of counseling services, including more trained counselors and extended hours. Develop comprehensive wellness programs that include mental, physical, and nutritional aspects. Foster inclusivity in student activities, ensuring that programs cater to a diverse student body. Encourage student-led initiatives and leadership opportunities within campus organizations. 	<ul style="list-style-type: none"> Counseling services are now available during extended hours, including afternoons. Regular workshops and seminars on wellness topics have been conducted for students and staff. Student activities and programs have been reviewed and revised to ensure they cater to a diverse student body. New leadership opportunities have been created within campus organizations to encourage student-led initiatives.

Collaboration and Allied Activities	<ul style="list-style-type: none"> • Sign more MoUs and Linkages with institutions. • Increase the frequency and scope of industry interactions, including more internships, industry projects, and guest lectures by industry experts. 	<ul style="list-style-type: none"> • Memoranda of Understanding (MoUs) with more institutions are in consideration, focusing on collaboration in research, student exchange and faculty development. • Will be conducting guest lectures by industry experts.
Placement and Allied Activities	<ul style="list-style-type: none"> • Expand the scope of pre-placement training to include advanced technical skills, digital literacy, and entrepreneurship. • Develop a structured feedback mechanism for internships, ensuring that students gain valuable insights and skills. • Regularly analyze placement data to identify trends, strengths, and areas for improvement. 	<ul style="list-style-type: none"> • Enhanced pre-placement training to include advanced technical skills, digital literacy workshops, and entrepreneurship modules. • Will be implementing a formal feedback mechanism for internships, ensuring students receive detailed performance evaluations. • Analysis of placement data to identify trends, strengths, and areas for improvement is initiated.
Department of Animation & Graphic Designing	<ul style="list-style-type: none"> • Introduce certificate and value-added programmes to include emerging trends and technologies in animation and graphic designing, such as augmented reality, virtual reality and advanced 3D modeling. • Regularly review and update software and hardware to ensure that facilities remain current with industry standards. • Explore the possibility of incorporating more advanced tools and technologies into the department's resources. • Organize regular industry interactions, including workshops, webinars, and networking events. 	<ul style="list-style-type: none"> • Certificate Course in Illustration Techniques and Tools, Certificate Course in Compositing Techniques and Certificate Course on Learning Photographic Shots are in consideration • Regularly reviewing and updating the software and hardware. • Explored and incorporated advanced tools and technologies into the department's resources. • Industry interactions are in consideration.

Department of Computer Science	<ul style="list-style-type: none"> • Introduce certificate and value-added programmes to include cutting-edge topics such as blockchain technology, machine learning and cloud computing. • Regularly review and update computer labs, software, and hardware to ensure they meet current industry standards. • Organize more industry interactions, such as workshops, webinars, and hackathons, to enhance student learning and career prospects. 	<ul style="list-style-type: none"> • Certificate Course in Machine Learning Algorithms and Certificate Course on Data Analysis with Python are in consideration. • Software and hardware updation is in progress. • Will be organizing more industry interactions, such as workshops and webinars to enhance student learning and career prospects.
Department of Commerce	<ul style="list-style-type: none"> • Introduce certificate and value-added programmes to include emerging trends and technologies in commerce, such as digital marketing, e-commerce, and data analytics. • Increase opportunities for students to participate in internships, industry projects, and professional networks. • Regularly review and upgrade classroom facilities, computer labs, and library resources to support contemporary business education. • Organize more industry engagement activities, including workshops, seminars, and networking events. 	<ul style="list-style-type: none"> • Certificate Course in Security Analysis, Certificate Course in Intellectual Property Rights and Certificate Course in E-commerce Techniques. • Collaborated with industry partners to secure additional internships and real-world project opportunities. • Computer labs received new systems with updated software, and the library acquired recent editions of management books and journals. • Will be organizing industry engagement activities, including workshops and seminars with industry leaders.
Department of Management	<ul style="list-style-type: none"> • Introduce certificate and value-added programmes to include emerging trends in management such as data analytics, artificial intelligence, and global business strategies. • Develop new partnerships with a wider range of industry sectors to enhance internship and placement opportunities. 	<ul style="list-style-type: none"> • Certificate Course in Professional Etiquettes and Business Decorum, Certificate Course in Global Business Environment, Certificate Course in Service Marketing, Certificate Course in Customer Relationship Management

	<ul style="list-style-type: none"> Organize more industry-focused events, such as seminars, workshops, and networking sessions, to provide students with practical exposure. 	<p>and Certificate Course on Insights into the Indian Legislative Process and Judiciary are in consideration.</p> <ul style="list-style-type: none"> MoUs will be signed with institutions and companies to enhance internship and placement opportunities. Hands-on sessions will be incorporated in the academic plan to provide students with practical exposure.
<p>Department of English</p>	<ul style="list-style-type: none"> Introduce certificate and value-added programmes to include modern linguistic trends, digital media studies and contemporary global literature. Incorporate more practical components, such as writing workshops, digital storytelling and professional writing skills. Develop new collaborations with publishing houses, media companies, and educational institutions to enhance career opportunities for students. Organize more industry-focused events, such as writing competitions, literary festivals, and career fairs. 	<ul style="list-style-type: none"> Certificate Course in Advanced English Grammar and Certificate Course in Advertising Skills and Tactics are in consideration. IELTS Training for Demonstrating Academic English Skills is in consideration. MoUs with media houses, institutions and career agencies are in consideration to enhance internships and for providing career orientation. Department literary fest is already launched and many more such competitions are under consideration.



Mr. Joby Jacob

IQAC Coordinator

**LALY
MATHEW**

Digitally signed by LALY
MATHEW
Date: 2024.08.23 15:12:57
+05'30'