

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 2023-2024

Submitted to





Academic and Administrative Audit 2023-24

Action Taken Report

Area	Suggestions	Action Taken
Curricular Aspects	<ul style="list-style-type: none"> • Strengthen industry collaborations to ensure curriculum relevance and employability. • Provide ample opportunities for internships and industry exposure. • Organize regular guest lectures and workshops by industry experts. • Increase the number of industry certifications offered to students. • Introduce courses or certificate programs focused on global competencies, cultural sensitivity, and international business practices to prepare students for the global market. 	<ul style="list-style-type: none"> • Will be formalizing partnerships with key industry players to design courses, projects, and internships that enhance student employability. • Will expand the network of industry partners to increase the availability of internships, ensuring every student has access to practical, industry-relevant experience. • Will be scheduling monthly guest lectures and workshops featuring industry experts, focusing on emerging trends and practical skills required in the job market.

		<ul style="list-style-type: none"> • Industry certification for students is under discussion. • Will be including case studies and simulations that emphasize global competencies in relevant courses.
Teaching-Learning and Evaluation	<ul style="list-style-type: none"> • Expand the use of digital tools and platforms to enhance the learning experience. • Encourage faculty to adopt more formative assessment methods to monitor student progress continuously. • Introduce more personalized learning pathways based on student performance and interests. • Increase the incorporation of real-world problems and scenarios in classroom teaching. • Conduct regular faculty development programs focused on innovative teaching methods, technology integration, and student-centered pedagogy. • Strengthen the implementation of 	<ul style="list-style-type: none"> • Will be providing more training sessions for faculty on the effective use of digital tools, ensuring that technology enhances rather than hinders the learning experience. • Will provide resources and support for faculty to develop and implement different assessment methods effectively. • Will be introducing remedial sessions as personalized learning pathways. • Will be encouraging faculty to integrate case studies, simulations and live projects into their teaching to provide students with practical experience.

	<p>Outcome-Based Education (OBE) across all programs, ensuring that learning outcomes are clearly defined, assessed and achieved.</p>	<ul style="list-style-type: none"> • Will be organizing bi-annual faculty development programs (FDPs) on innovative teaching methods and technology-enhanced pedagogy. • OBE framework is in place already and strengthening measures are on.
<p>Research, Consultancy and Extension</p>	<ul style="list-style-type: none"> • Strengthen the institution's intellectual property management system to protect and monetize innovations. • Develop more sustainable and impactful outreach programs in collaboration with local governments and NGOs, focusing on education, health, and environmental conservation. • Systematically document all extension activities, including objectives, outcomes and impact assessments, for inclusion in accreditation reports. 	<ul style="list-style-type: none"> • Will be organizing workshops on IP management and commercialization. • Will be launching community outreach programs in collaboration with local governments and NGOs, targeting education for underprivileged children, healthcare initiatives, and environmental conservation projects. • Regular review and updating of extension activity records are in place to ensure accuracy and completeness.
<p>Infrastructure and Learning Resources</p>	<ul style="list-style-type: none"> • Enhance the campus's green initiatives to promote sustainability. 	<ul style="list-style-type: none"> • Will be launching a campus-wide sustainability campaign

	<ul style="list-style-type: none"> • Implement a more rigorous maintenance schedule and conduct regular audits of physical infrastructure to ensure safety, functionality, and longevity. • Conduct regular reviews and upgrades of IT infrastructure to ensure it meets the growing demands of digital education and administration. • Redesign library spaces to create more collaborative study areas, quiet zones, and multimedia resource centres. 	<p>to raise awareness and encourage participation in green practices among students and staff.</p> <ul style="list-style-type: none"> • Will be developing a comprehensive maintenance schedule that includes regular inspections and audits of all physical infrastructure to ensure safety and functionality. • Will be conducting a thorough review of existing IT infrastructure and identified areas needing upgrades to support digital education and administrative processes. • Will be redesigning library spaces to include collaborative study areas, quiet zones and multimedia resource centers equipped with the latest technology.
Student Support and Progression	<ul style="list-style-type: none"> • Develop more targeted support programs for at-risk students to improve retention rates. • Increase engagement with alumni to create more 	<ul style="list-style-type: none"> • Will be launching mentorship programs that pair at-risk students with faculty and peer mentors to provide

	<p>networking and mentorship opportunities.</p> <ul style="list-style-type: none"> • Enhance the visibility and accessibility of career services to better prepare students for the job market. • Develop more formal structures for alumni contributions to institutional development. • Increase support for student-led initiatives. 	<p>ongoing support and guidance.</p> <ul style="list-style-type: none"> • Will Expand the alumni network by organizing regular reunions, webinars, and networking events that connect current students with alumni. • Will increase the visibility of career services through regular workshops and online resources, ensuring students are well-prepared for job searches and interviews. • Alumni will be encouraged for donations, supporting scholarships, infrastructure projects, and research initiatives. • Will be providing mentorship and resources through a dedicated office that supports student projects, clubs and organizations.
<p>Governance, Leadership and Management</p>	<ul style="list-style-type: none"> • Enhance leadership development programs for 	<ul style="list-style-type: none"> • Will encourage participation in external leadership training and

	<p>faculty and administrative staff.</p> <ul style="list-style-type: none"> • Increase stakeholder involvement in the strategic planning process. • Enhance the alignment of departmental goals with the overall institutional strategy. • Enhance recognition and rewards for faculty achievements in research and publication. • Increase the frequency and scope of internal audits to cover more areas of institutional functioning. • Actively pursue national and international accreditation and ranking opportunities, leveraging these recognitions to attract students, faculty and funding. 	<p>certification programs to further develop leadership skills.</p> <ul style="list-style-type: none"> • Will be inviting stakeholders, including students, faculty, alumni and industry partners, to participate in strategic planning workshops and consultations. • Will be reviewing and updating departmental plans to maintain alignment with the broader institutional strategy. • Will be introducing a recognition program that rewards faculty for outstanding achievements in research, publication, and contributions to academic knowledge. • Will increase the frequency of audits to address issues proactively and ensure continuous improvement. • Will actively pursue national and international
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		<p>accreditation, achieving recognition that enhances the institution's credibility and attractiveness to students and faculty.</p>
<p>Innovations and Best Practices</p>	<ul style="list-style-type: none"> • Document and disseminate best practices across all departments to ensure wider adoption. • Expand the scope of sustainability initiatives to include more areas of campus operations. • Partner with industry, government and other institutions on collaborative innovation projects that address societal challenges. • Foster a culture of continuous improvement, where best practices are regularly reviewed, updated and scaled to other areas of the institution. 	<ul style="list-style-type: none"> • Will be hosting workshops and meetings regularly to share best practices and success stories, fostering a culture of continuous improvement. • Will be establishing a sustainability task force to oversee and expand green practices across all areas of campus operations. • Will form partnerships with industry, government and academic institutions to work on collaborative projects addressing issues such as healthcare, education and environmental sustainability. • Will be establishing a continuous improvement framework that regularly reviews and updates best

		practices, ensuring they are adapted and scaled across the institution.
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Mr. Joby Jacob

IQAC Coordinator

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