

# 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

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### Internal Quality Assurance System Quality Assurance Initiatives of the Institution

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Academic and Administrative Audit Report 2023-2024

Submitted to



# **Academic and Administrative Audit Report 2023-24**

Submitted to

**Internal Quality Assurance Cell**

**Rajagiri College of Management and Applied Sciences (RCMAS)**

**Rajagiri Valley P.O., Kakkanad-682039**

Submitted by

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## Preface

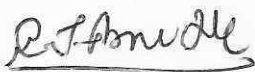
The audit report offers a comprehensive evaluation of Rajagiri College of Management and Applied Sciences, Kakkanad, for the academic year 2023-24, with a focus on assessing the institution's alignment with academic benchmarks, administrative efficiency, financial management and overall operational performance.

A dedicated audit team, comprising Dr. Binoy Joseph, Associate Director at RCSS and Dr. Sabeen Govind P V, Assistant Professor at RCSS, conducted a rigorous examination using a multi-dimensional approach. This included document analysis, stakeholder interviews, on-site observations, and data analysis. The audit, conducted on 23 July 2024, covered various aspects, including academic programs, student support services, faculty development, infrastructure, financial management and administrative processes.

This report outlines the college's strengths, weaknesses, opportunities, and challenges. The subsequent sections present detailed findings and evidence-based recommendations aimed at enhancing academic quality, streamlining administrative processes, and optimizing overall institutional performance.

The successful completion of this audit was made possible by the full cooperation of the college's leadership, faculty, staff, and students, whose support was crucial in ensuring a thorough and objective assessment.

We hope this report will serve as a valuable resource to guide the college in achieving its strategic objectives and enhancing its overall institutional effectiveness.



Dr. Binoy Joseph  
Associate Director  
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Assistant Professor  
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Date: 26/07/2024

## Observations and Recommendations of Academic Audit

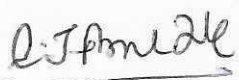

Area	Suggestions
Curricular Aspects	<ul style="list-style-type: none"> <li>• Strengthen industry collaborations to ensure curriculum relevance and employability.</li> <li>• Provide ample opportunities for internships and industry exposure.</li> <li>• Organize regular guest lectures and workshops by industry experts.</li> <li>• Increase the number of industry certifications offered to students.</li> <li>• Introduce courses or certificate programs focused on global competencies, cultural sensitivity, and international business practices to prepare students for the global market.</li> </ul>
Teaching-Learning and Evaluation	<ul style="list-style-type: none"> <li>• Expand the use of digital tools and platforms to enhance the learning experience.</li> <li>• Encourage faculty to adopt more formative assessment methods to monitor student progress continuously.</li> <li>• Introduce more personalized learning pathways based on student performance and interests.</li> <li>• Increase the incorporation of real-world problems and scenarios in classroom teaching.</li> <li>• Conduct regular faculty development programs focused on innovative teaching methods, technology integration, and student-centered pedagogy.</li> <li>• Strengthen the implementation of Outcome-Based Education (OBE) across all programs, ensuring that learning outcomes are clearly defined, assessed and achieved.</li> </ul>
Research, Consultancy and Extension	<ul style="list-style-type: none"> <li>• Strengthen the institution's intellectual property management system to protect and monetize innovations.</li> <li>• Develop more sustainable and impactful outreach programs in collaboration with local governments and NGOs, focusing on education, health, and environmental conservation.</li> </ul>

	<ul style="list-style-type: none"> <li>• Systematically document all extension activities, including objectives, outcomes and impact assessments, for inclusion in accreditation reports.</li> </ul>
Infrastructure and Learning Resources	<ul style="list-style-type: none"> <li>• Enhance the campus's green initiatives to promote sustainability.</li> <li>• Implement a more rigorous maintenance schedule and conduct regular audits of physical infrastructure to ensure safety, functionality, and longevity.</li> <li>• Conduct regular reviews and upgrades of IT infrastructure to ensure it meets the growing demands of digital education and administration.</li> <li>• Redesign library spaces to create more collaborative study areas, quiet zones, and multimedia resource centres.</li> </ul>
Student Support and Progression	<ul style="list-style-type: none"> <li>• Develop more targeted support programs for at-risk students to improve retention rates.</li> <li>• Increase engagement with alumni to create more networking and mentorship opportunities.</li> <li>• Enhance the visibility and accessibility of career services to better prepare students for the job market.</li> <li>• Develop more formal structures for alumni contributions to institutional development.</li> <li>• Increase support for student-led initiatives.</li> </ul>
Governance, Leadership and Management	<ul style="list-style-type: none"> <li>• Enhance leadership development programs for faculty and administrative staff.</li> <li>• Increase stakeholder involvement in the strategic planning process.</li> <li>• Enhance the alignment of departmental goals with the overall institutional strategy.</li> <li>• Enhance recognition and rewards for faculty achievements in research and publication.</li> <li>• Increase the frequency and scope of internal audits to cover more areas of institutional functioning.</li> </ul>

	<ul style="list-style-type: none"> <li>Actively pursue national and international accreditation and ranking opportunities, leveraging these recognitions to attract students, faculty and funding.</li> </ul>
Innovations and Best Practices	<ul style="list-style-type: none"> <li>Document and disseminate best practices across all departments to ensure wider adoption.</li> <li>Expand the scope of sustainability initiatives to include more areas of campus operations.</li> <li>Partner with industry, government and other institutions on collaborative innovation projects that address societal challenges.</li> <li>Foster a culture of continuous improvement, where best practices are regularly reviewed, updated and scaled to other areas of the institution.</li> </ul>

## Conclusion

Rajagiri College of Management and Applied Sciences (RCMAS) is well-established as a leading educational institution, consistently demonstrating excellence across multiple domains. This audit highlights both the commendations for the college's current achievements and specific recommendations for further enhancement. These suggestions serve as a strategic guide to building on existing strengths while addressing areas for improvement. By implementing these recommendations, RCMAS can further elevate its academic programs, student support services, research initiatives, and industry partnerships, ensuring sustained positive impacts on its students and the broader community.

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