



RCMAS
RAJAGIRI COLLEGE OF MANAGEMENT &
APPLIED SCIENCES

Criterion V Student Support and Progression

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

5.1

Student Support

5.1.4

Anti Ragging Cell

Meeting Minutes

2020 - 2021

Submitted to





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RAJAGIRI COLLEGE OF MANAGEMENT &
APPLIED SCIENCES

**First Anti-Ragging Cell Meeting
Academic year 2020-21**

Date: 20th August 2020

Time: 11:00 AM

Venue: boardroom

Sl. No	Name	Signature
1	Rev. Fr. Ajeesh Puthussery CMI (Principal), Chairman	
2	Prof. W T Paul, (Associate Professor, Department of Management), Convener	
3	Ms, Mary Antony (HOD, Department of Commerce),	
4	Mr. Joby Jacob, (HOD, Department of Computer Science)	
5	Ms. Amala Manavalan, (HOD, Department of English)	
6	Ms. Anila Varghese (HOD, Department of Management)	
7	Mr. Renju A C (HOD, Department of Animation and Graphic Design)	
8	Mr. Dineesh U K (Clerk), Non-Teaching representative	
9	Mr. Abhishek Gopinathan (Student representative)	

Agenda:

1. Precautions and anti-ragging measures to be followed when students come to campus as per COVID-19 protocol
2. Formation of anti-ragging squad
3. Circulating the anti-ragging message





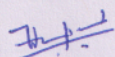
Minutes of the First Anti-Ragging Cell Meeting during the academic year 2020-21

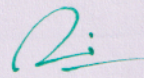
Meeting Resolutions:

1. **Election of Convener**
Prof. W T Paul was elected as the convener of the anti-ragging cell.
2. **Proposal for Class Schedules**
The meeting decided to propose that classes be conducted in 15-day sessions for each year (first year, second year, and third year) once offline classes resume, in response to the COVID-19 situation. This staggered schedule is intended to help students form smaller groups, thereby reducing tendencies like ragging.
3. **Formation of Anti-Ragging Squad**
A decision was taken to form an anti-ragging squad to strengthen monitoring of first-year students on campus. All first-year batch coordinators will be members of this squad. The squad will ensure that only the respective batch students come to the campus when regular classes start, in accordance with COVID-19 protocols. Additional members can be added to the squad for smooth functioning.
4. **Submission of Anti-Ragging affidavit.**
The respective batch coordinators must ensure that all students submit the anti-ragging affidavit.
5. **Circulate the Anti-Ragging Message**
The meeting decided to provide the anti-ragging cell helpline number, information about anti-ragging cell members and anti-ragging posters on notice boards, the college website, and students' WhatsApp groups.

Conclusion:

All members were present at the meeting, which concluded at 12:15 PM


Prepared by
Prof. W T Paul
Convener


Approved by
Fr. Ajeesh Puthussery CMI , Principal





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Second Anti-Ragging Cell meeting during the academic year 2020-21

Date: 22nd October 2020

Time: 02:30 PM

Venue: Computer Lab

Sl. No	Name	Signature
1	Rev. Fr. Ajeesh Puthussery CMI (Principal), Chairman	
2	Prof. W T Paul, (Associate Professor, Department of Management), Convener	
3	Ms. Mary Antony (HOD, Department of Commerce)	— ABSENT —
4	Mr. Joby Jacob, (HOD, Department of Computer Science)	— ABSENT —
5	Ms. Amala Manavalan, (HOD, Department of English)	
6	Ms. Anila Varghese (HOD, Department of Management)	
7	Mr. Renju A C (HOD, Department of Animation and Graphic Design)	
8	Mr. Dineesh U K (Clerk), Non-Teaching representative	
9	Mr. Abhishek Gopinathan (Student representative)	

Agenda:

1. Review of actions taken based on the previous meeting's resolutions
2. Updates on the formation of the anti-ragging squad
3. Status of anti-ragging certificate submission
4. Evaluation of the anti-ragging message dissemination





Minutes of the Second Anti-Ragging Cell meeting Academic year 2020-21

Meeting Minutes:

1. Review of Actions Taken:

- The convener, Prof. W T Paul, provided an update on the steps taken since the last meeting. He reported that the proposal for staggered class schedules was approved.

2. Updates on the Formation of Anti-Ragging Squad:

- Prof. W T Paul reported that the anti-ragging squad has been formed. All first-year batch coordinators have joined the squad. Additional members were added to ensure smooth monitoring and functioning. The squad has begun preliminary monitoring and coordination activities in preparation for the return of students.

3. Status of Anti-Ragging affidavit Submission:

- The batch coordinators reported that most students have submitted their anti-ragging affidavit. Efforts are ongoing to ensure that all students comply. A follow-up system has been put in place to remind those who have not yet submitted their certificates.

4. Evaluation of Anti-Ragging Message Dissemination:

- Anti-ragging posters have been placed on notice boards, and information has been updated on the college website. The helpline number and details of the anti-ragging cell members have been shared in students' WhatsApp groups. Initial feedback indicates that the message has been well-received, and awareness has increased among the students.

Conclusion:

Seven members were present at the meeting, which concluded at 03:40 PM.

Prepared by:
Prof. W. T. Paul
Convener, Anti-Ragging Cell

Approved by:
Fr. Ajeesh Puthussery CMI, Principal





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**Third Meeting of the Anti-Ragging Committee
Academic Year 2020-2021**

Date: 6th January 2021

Time: 11:30 AM

Venue: Principals Office

Sl. No	Name	Signature
1	Rev. Fr. Ajeesh Puthussery CMI (Principal), Chairman	
2	Prof. W T Paul, (Associate Professor, Department of Management), Convener	
3	Ms. Mary Antony (HOD, Department of Commerce)	
4	Mr. Joby Jacob, (HOD, Department of Computer Science)	
5	Ms. Amala Manavalan, (HOD, Department of English)	
6	Ms. Anila Varghese (HOD, Department of Management)	
7	Mr. Renju A C (HOD, Department of Animation and Graphic Design)	
8	Mr. Dineesh U K (Clerk), Non-Teaching representative	
9	Mr. Abhishek Gopinathan (Student representative)	ABSENT

Agenda:

1. Welcome address
2. Review of previous meeting resolutions
3. Discussion on current anti-ragging measures
4. Gratitude





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Minutes of the Third Meeting of the Anti-Ragging Committee (Academic Year 2020-2021)

Minutes:

1. **Welcome Address:** Prof. W. T. Paul, the Convener of the Anti-Ragging Committee, commenced the meeting by welcoming all attendees. He provided an overview of the committee's roles and responsibilities, expressed gratitude for their presence, and acknowledged their continuous efforts on behalf of the committee.
2. **Review of Previous Meeting Resolutions:**
 - **Ongoing Monitoring and Reporting:** The anti-ragging squad is actively monitoring first-year students and promptly reporting any incidents or issues.
 - **Orientation Sessions:** Orientation sessions have been conducted for first-year students to inform them about anti-ragging policies and the available support systems.
3. **Current Anti-Ragging Measures:**

Absence of Grievances: It was noted that no grievances have been reported throughout the academic year, indicating a positive and ragging-free atmosphere on campus.
4. **Principal's Address:** Rev. Fr. Ajeesh Puthussery CMI, the Principal, commended the teachers, non-teaching staff, and coordinators for their commitment to upholding the campus as a zero-tolerance zone for ragging. He recognized and appreciated their diligence and dedication.
5. **Conclusion:** The meeting ended with a reaffirmation of the committee's commitment to preserving a ragging-free environment. Prof. W. T. Paul expressed gratitude to all members for their active involvement and valuable contributions. Eight members were present at the meeting, which concluded at 12:45 PM

W. T. Paul

Prepared by:
Prof. W. T. Paul
Convener, Anti-Ragging Cell

Ajeesh Puthussery

Approved by:
Fr. Ajeesh Puthussery CMI, Principal

