



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

2022 - 2023

Submitted to





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RAJAGIRI COLLEGE OF MANAGEMENT &
APPLIED SCIENCES

ANTI-RAGGING CELL
Minutes of First Meeting (Academic Year 2022-23)

Date: 15-06-2022

Time: 10:45

Venue: Conference Hall

Members Present:

Sl. No	Name	Signature
1	Rev. Fr. Ajeesh Puthussery CMI, Principal (Chairperson)	
2	Mr. Jotty Jacob, HOD, Department of Animation and Graphic Design (Convenor)	
3	Mr. Sijo Jacob, HOD, Department of Computer Science	
4	Ms. Megha Mohan, HOD, Department of Management.	
5	Ms. Mary Antony, HOD, Department of Commerce.	
6	Ms. Martina A A, HOD, Department of English	Absent
7	Ms. Renu V Nambudiri, Librarian	
8	Mr. Renjith K J, Office Superintendent (Non- Teaching Staff representative)	
9	Ms. Donna Suresh (Student representative)	

Agenda:

1. Formation of Anti-Ragging Squad
2. Submission of Anti-Ragging Affidavit
3. Awareness Measures





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Minutes of the First Anti-Ragging Cell Meeting during the Academic Year 2022-2023

Meeting Decisions:

Mr. Jotty Jacob has been appointed as the new convener of the Cell.

Formation of Anti-Ragging Squad: It was decided to establish an anti-ragging squad comprising first-year batch coordinators, security personnel, bus drivers, and canteen staff. The squad will be responsible for monitoring and preventing ragging incidents on campus.

Submission of Anti-Ragging Affidavit: Batch coordinators will ensure that all students submit the anti-ragging affidavit as per university guidelines before the stipulated deadline.

Awareness Measures:

- **Design of Attractive Anti-Ragging Posters:** Mr. Abi Jacob, MA Graphic Design student, was assigned for designing visually appealing anti-ragging posters. These posters will be prominently displayed across campus to raise awareness among students.
- **Freshers Day and Ice-breaking Events:** Plans were discussed to integrate anti-ragging awareness sessions into Freshers Day activities and ice-breaking events to make bonding with the students and they came to a fear free atmosphere.

Conclusion: Eight Members were present at the meeting. The meeting concluded at 12:00 PM.

Report prepared by
Mr. Jotty Jacob,
Convener

Approved by
Rev. Fr. Ajeesh Puthussery CMI, Principal





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ANTI-RAGGING CELL
Minutes of Second Meeting (Academic Year 2022-23)

Date: 17-10-2022
Time: 02:00 PM
Venue: Boardroom

Members Present:

Sl. No	Name	Signature
1	Rev. Fr. Ajeesh Puthussery CMI, Principal (Chairperson)	
2	Mr. Jotty Jacob, HOD, Department of Animation and Graphic Design (Convenor)	
3	Mr. Sijo Jacob, HOD, Department of Computer Science	
4	Ms. Megha Mohan, HOD, Department of Management.	
5	Ms. Mary Antony, HOD, Department of Commerce.	Absent
6	Ms. Martina A A, HOD, Department of English	Mat.
7	Ms. Renu V Nambudiri, Librarian	Absent
8	Mr. Renjith K J, Office Superintendent (Non- Teaching Staff representative)	
9	Ms. Donna Suresh (Student representative)	

Agenda:

1. Progress Update on Anti-Ragging Measures
2. Acknowledgment and Gratitude to Mr. Abi Jacob for Anti-Ragging Posters
3. Preparation for Future Activities



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Minutes of the Second Anti-Ragging Cell Meeting during the Academic Year 2022-2023

Meeting Resolutions:

Progress Update: The convener provided an update on the implementation of anti-ragging measures, including the distribution of posters, submission of affidavits, and integration of awareness sessions into orientation programs. Positive feedback was received regarding increased awareness among students.

Acknowledgment and Gratitude: The committee expressed gratitude to Mr. Abi Jacob, MA Graphic Design student, for his outstanding contribution in designing attractive anti-ragging posters. These posters have been well-received and are contributing significantly to awareness efforts on campus.

Preparation for Future Activities: Plans were discussed to continue the momentum of anti-ragging awareness throughout the academic year. Suggestions included organizing workshops, engaging student ambassadors, and conducting regular surveys to assess the effectiveness of current initiatives.

Conclusion:

Seven members were present at the meeting, and it concluded at 2:50 PM

Report prepared by
Mr. Jotty Jacob,
Convener

Approved by
Rev. Fr. Ajeesh Puthussery CMI, Principal





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ANTI-RAGGING CELL
Minutes of Third Meeting (Academic Year 2022-23)

Date: 10-01-2023

Time: 11:30 AM

Venue: Conference Hall

Members Present:

Sl. No	Name	Signature
1	Rev. Fr. Ajeesh Puthussery CMI, Principal (Chairperson)	
2	Mr. Jotty Jacob, HOD, Department of Animation and Graphic Design (Convenor)	
3	Mr. Sijo Jacob, HOD, Department of Computer Science	Absent
4	Ms. Megha Mohan, HOD, Department of Management.	
5	Ms. Mary Antony, HOD, Department of Commerce.	
6	Ms. Martina A A, HOD, Department of English	
7	Ms. Renu V Nambudiri, Librarian	Absent
8	Mr. Renjith K J, Office Superintendent (Non- Teaching Staff representative)	
9	Ms. Donna Suresh (Student representative)	

Agenda:

1. Reflection on the Academic Year
2. Future Directions and Recommendations
3. Principal's Gratitude to Staff and Students





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Minutes of the Third Anti-Ragging Cell Meeting during the Academic Year 2022-2023

Meeting Resolutions:

Principal's Gratitude: Rev.Fr. Ajeesh Puthusserry expressed heartfelt gratitude to all staff and students for their collective efforts in maintaining a zero-tolerance stance against ragging throughout the academic year. He noted with appreciation that almost all students are well-aware of the consequences and societal impact of ragging, contributing to a respectful and safe campus environment.

Reflection on the Academic Year: Members reflected on the achievements and challenges faced in the anti-ragging initiatives during the year. It was noted that proactive measures and continuous awareness efforts have significantly reduced incidents and increased reporting mechanisms on campus.

Future Directions and Recommendations: The meeting discussed strategies to further strengthen anti-ragging policies and practices for the upcoming academic year. Recommendations included enhancing collaboration with student bodies, updating training programs for staff and students etc.

Conclusion:

Seven members were present at the meeting, and it concluded at 12:40 PM

Report prepared by
Mr. Jotty Jacob,
Convenor



Approved by
Principal