



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

2023 - 2024

Submitted to





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RAJAGIRI COLLEGE OF MANAGEMENT &
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ANTI-RAGGING CELL
Minutes of First Meeting (Academic Year 2023-24)

Date: 07-06-2023

Time: 10:30 AM

Venue: Boardroom

Members Present:

Sl. No	Name	Signature
1	Dr. Laly Mathew, 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. Kavitha Krishnadas, HOD, Department of English	
7	Ms. Renu V Nambudiri, Librarian	
8	Mr. Renjith K J, Office Superintendent (Non-Teaching Staff representative)	
9	Mr. Akash T Joshy (Student representative)	

Agenda:

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





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Minutes of the First Anti-Ragging Cell Meeting during the Academic Year 2023-2024

Meeting Resolutions:

1. Formation of Anti-Ragging Squad

- The meeting commenced with a discussion on the formation of the Anti-Ragging Squad.
- It was decided that the squad would consist of First Year Students batch coordinators, senior teachers, Student representatives and administrative staff.
- Dr. Ajosh George (Assistant Professor, Department of Commerce) was nominated as the head of the squad.
- Responsibilities and roles of members were discussed and assigned.

2. Submission of Online Anti-Ragging Affidavit

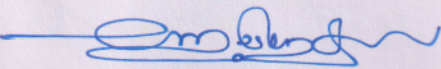
- The importance of submitting the online anti-ragging affidavit was emphasized.
- It was resolved that all students must submit the affidavit as a mandatory requirement.
- Assign first-year batch coordinators to explain the procedure for submitting the online anti-ragging affidavit to new students.

3. Discussion on Awareness Measures

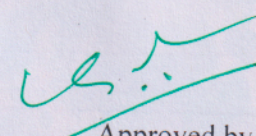
- Various measures to raise awareness about anti-ragging policies were discussed.
- It was decided to exhibit anti ragging films in the classrooms.
- All the students must take an anti-ragging oath
- Posters with anti-ragging messages will be displayed around the campus.
- A suggestion was made to prepare an anti-ragging information booklet

Conclusion:

- The meeting concluded with a reaffirmation of the commitment to create a ragging-free environment on campus.
- All members were present at the meeting, and it concluded at 11:50 AM


Report prepared by
Mr. Jotty Jacob
Convenor, Anti-Ragging Cell




Approved by
Dr. Laly Mathew, Principal



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ANTI-RAGGING CELL
Minutes of Second Meeting (Academic Year 2023-24)

Date: 29-09-2023

Time: 11:00 AM

Venue: Boardroom

Members Present:

Sl. No	Name	Signature
1	Dr. Laly Mathew, 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. Kavitha Krishnadas, HOD, Department of English	
7	Ms. Renu V Nambudiri, Librarian	
8	Mr. Renjith K J, Office Superintendent (Non-Teaching Staff representative)	Absent
9	Mr. Akash T Joshy (Student representative)	

Agenda:

1. Review of Anti-Ragging Squad Formation
2. Progress on Submission of Online Anti-Ragging Affidavits
3. Evaluation of Awareness Measures Implemented





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Minutes of the Second Anti-Ragging Cell Meeting during the Academic Year 2023-2024

Meeting Resolutions:

1. Review of Anti-Ragging Squad Formation

- The meeting began with a review of the Anti-Ragging Squad formation.
- It was confirmed that the squad members have been assigned their responsibilities effectively.
- Dr. Ajosh George provided an update on the squad's activities since the last meeting.
- There have been no reports of any ragging-related activities.

2. Progress on Submission of Online Anti-Ragging Affidavits

- Most students have submitted their affidavits, but some are still pending.

3. Evaluation of Awareness Measures Implemented

- The measures taken to raise awareness about anti-ragging policies were discussed.
- Anti-ragging films have been shown in several classrooms, with positive feedback from students.
- All students have taken the anti-ragging oath.
- Anti-ragging awareness booklet released
- Posters with anti-ragging messages are displayed around the campus.

Conclusion:

- The meeting concluded with satisfaction over the progress made and a commitment to continue the efforts.
- Eight members were present at the meeting and it concluded at 12:30 PM.

Report prepared by
Mr. Jotty Jacob
Convenor, Anti-Ragging Cell

Approved by
Dr. Laly Mathew, Principal





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ANTI-RAGGING CELL
Minutes of Third Meeting (Academic Year 2023-24)

Date: 15-01-2024
Time: 10:30 AM
Venue: Boardroom

Members Present:

Sl. No	Name	Signature
1	Dr. Laly Mathew, 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	Absent
5	Ms. Mary Antony, HOD, Department of Commerce.	
6	Ms. Kavitha Krishnadas, HOD, Department of English	
7	Ms. Renu V Nambudiri, Librarian	
8	Mr. Renjith K J, Office Superintendent (Non-Teaching Staff representative)	
9	Mr. Akash T Joshy (Student representative)	

Agenda:

1. Analysis of Awareness measures taken
2. If any related matters





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Minutes of the Third Anti-Ragging Cell Meeting during the Academic Year 2023-2024

Meeting Resolutions:

Analysis of Activities

- The effectiveness of the awareness measures implemented was analysed.
- The anti-ragging films and posters have significantly impacted, with increased awareness among students.
- Suggestions for further improvement in the awareness campaigns were discussed, including more interactive sessions and workshops.
- Anti-Ragging Squad functioning well and appreciated

Words of Gratitude:

- Dr. Laly Mathew expressed her gratitude to all members of the Anti-Ragging Cell for their dedication and hard work throughout the academic year.
- Principal acknowledged the successful formation and activities of the Anti-Ragging Squad, and the impactful awareness campaigns.
- Appreciated the teamwork and commitment displayed by each member, emphasizing the importance of their efforts in maintaining a ragging-free campus.
- Special thanks were extended to the student and parent representatives for their active participation and valuable insights.

Conclusion:

- The meeting concluded with a reaffirmation of the commitment to maintain a ragging-free environment.
- There have been no reports of any instances of ragging in this academic year.
- As this was the final meeting for the academic year, Principal wished everyone continued success in their future endeavours and encouraged ongoing vigilance and proactive measures against ragging. Eight members were present at the meeting, and it concluded at 11:40 AM

Report submitted by:

Mr. Jotty Jacob

Convenor, Anti-Ragging Cell

Approved by
Dr. Laly Mathew, Principal

