

NEW NEW DUTY LIST 2024 -25

1.VICE PRINCIPAL	
Dr. Anilkumar M. P.	Mathematics

2.COLLEGE COUNCIL			
Sl. No	Name	Officiating as	Responsibility
1.	Dr.Ajith M. S.	Chairperson	<p>The Council is empowered to consider and report any question concerning accommodation, course of instruction, or rules of discipline referred to it by the Principal.</p> <p>All cases of serious misconduct on the part of students involving loss of their term certificates or their removal or expulsion from the College shall be dealt with by the Principal, ordinarily in consultation with the College Council.</p> <p style="color: red;">(Attribute: 7.7 Effective Leadership)</p>
2.	Dr.Anilkumar M. P.	Vice Principal	
3.	Dr.Rajish kumar P.	HOD Mathematics	
4.	Dr.jayaprabha C. S.	HOD Hindi	
5.	Dr.Stalindas Padinhare Purakkal	HOD Malayalam	
6.	Dr.Prajit Chandran	HOD Physics	
7.	Dr.Jafar sadik P. P.	HOD Arabic	
8.	Dr. Jayaprakasan P.P.	HOD Mathematics	
9.	Vinni Rani Krishna	HOD English	
10.	Capt.Shukkoor Illath	HOD Physical Education	
11.	Jeena M. P.	HOD Statistics	
12.	Dr.Abdul Jaleel T.	Elected Member	
13.	Badisha V.	Elected Member	
14.	Jagdeep K. S.	Senior Superintendent	
15.	Nadeeramol V.	Librarian	

3.SECRETARY- COLLEGE COUNCIL

Dr.Stalindas Padinhare Purakkal

Department of Malayalam

Responsibility: to give notice of the meeting of the Council, to keep a record of the proceedings of such meeting and to forward to the Director of Collegiate Education through the Principal a copy of the proceedings of each meeting. (Attribute: 7.7 Effective Leadership)

4.SECRETARY - P T A

Shefina P A

Department of Commerce

Responsibility:
Organizing and scheduling meetings, preparing agendas, and ensuring that all necessary materials are available.
Keeping day to day accounts of PTA (Attribute: 4.2- Revenue Income, 4.4- Revenue Expenditure, 7.7 Effective Leadership)

5.MEMBER - C D C

Capt.Shukkoor Illath

Department of Physical Education

Responsibility:
Organizing and scheduling meetings, preparing agendas, and ensuring that all necessary materials are available.
Monitor the Preparation of Plans and Estimates for getting funds from CDC and execution allocated funds (Attribute: 4.2- Revenue Income, 4.4- Revenue Expenditure, 7.7 Effective Leadership)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Sl.No	Name	Department	Nominated as	Responsibility.
1.	Dr.Ajith M. S. (Principal)	Malayalam	Chairperson	

2.	Dr.Abdul Jaleel T	Arabic	Co-ordinator	<p>Accurately and comprehensively make recommendations regarding all quality matters in colleges.</p> <p>(Attributes: 7.2, Institutional Development Plan, 7.6 Quality Assurance System, 7.7 Effective Leadership)</p>
3.	Dr.Stalindas Padinhare Purakkal	Malayalam	Member (Teacher Representatives)	
4.	Dr.Prajit Chandran	Physics		
5.	Badisha V	Commerce		
6.	Dr.Jalsiya M P	Mathematics		
7.	Rekha A M	Mathematics		
8.	Dr.Moideenkutty Kanniyath	Arabic		
9.	Asha K	Physics		
10.	Jagadeep K S	Office Superintendent	Member (Senior Administrative Officer)	
11.	Meharsha Kalarikkal	Vettom grama Panchayath Member	Member from Local Society	
12.	Dr.Anil Kumar M P	Mathematics	Member, Alumni Representative	
13.	Dr.P.K Babu	Principal (Rtd) MES College Mampad	Member, Stakeholder Representative	
14.	Zainul Abid K	College Union Chairman	Member, Student Representative	

NAAC COMMITTEE, NIRF & KIRF				
Sl. No	Name	Department	Nominated as	Responsibility
1.	Dr. Jalsiya M. P	Mathematics	NAAC Coordinator	Timely Collecting and keeping reports and all documents
2.	Dr. Vinodkumar	Mathematics	Attribute 1 (Curriculum)	

3.	Dr. Praseeda U V	Malayalam	Attribute 2 (Faculty Resources)	related to each attribute to prepare AQARs and SSR as per the attributes and indicators (7.6 Quality Assurance)
4.	Dr.Soumya C	Physics	Attribute 3 (Infrastructure)	
5.	Dr. Jayaprakashan P P	Commerce	Attribute 4 (Financial Resource and Management)	
6.	Shafi T	Arabic	Attribute 5 (Learning and Teaching)	
7.	Jeena M. P.	Statistics	Attribute 6 (Extended Curricular Engagements)	
8.	Dr. Nimmi A P	Malayalam	Attribute 7 (Governance And Administration)	
9.	Kavitha V. K.	Commerce	Attribute 8 (Student outcomes)	
10.	Dr. Abdurahiman Kutty	Arabic	Attribute 9 (Research and Innovation Outcomes)	
11.	Jinsi K.	Malayalam	Attribute 10 (Sustainability outcomes and green Initiatives)	

PLANNING BOARD				
Sl.No	Name	Department	Nominated as	Attribute No.
1.	Dr.Prajit Chandran	Physics	convener	Responsibility : Prepare institutional development plan and
2.	Capt. shukkoor Illath	Physical education	Member	
3.	Dr.Hilal K.M	Arabic	Member	

4.	Dr.Stalindas Padinhare Purakkal	Malayalam	Member	publish on website (Attributes 3,4,7 Metrics: 3.2, 4.2,4.4, 7.2)
5.	Jagadeep K S	Office Superintendent	Member	
6.	Nadeera Mol V	Librarian	Member	
7.	Zainul Abid K	College Union Chairman	Member	

PURCHASE COMMITTEE				
Sl.No	Name	Department	Nominated as	Attribute No.
1.	Dr.Anil Kumar M. P.	Mathematics	convener (Charge of PFMS & E-Tender)	Attribute 4 Metric 4.1, 4.2,4.3, 4.4
2.	Heads of all Departments		Members	
3.	Office Superintendent		Member	
4.	Librarian		Member	
5.	Dr. Rajish Kumar P	Mathematics	Member in charge of GeM	

DISCIPLINE COMMITTEE				
Sl.No	Name	Department	Nominated as	Attribute No.
1.	Dr. Rajish Kumar P	Mathematics	convener	Attributes: 7 Metrics: 7.5, 7.7
2.	Dr.Jafar Sadik P.P	Arabic	Member	
3.	Dr.Jayaprakash P.P	Commerce	Member	
4.	Vinnie Rani Krishna	English	Member	

RASHTRIYA UCHATHAR SHIKSHA ABHIYAAN (RUSA)				
Sl.No	Name	Department	Nominated as	Attribute No.
1.	Dr.Jabir K T	Arabic	College Level Coordinator	Attribute 3, 4,7 Metrics: 3.1, 3.2, 3.3, 3.5, 4.1, 4.2, 4.3,4.4, 4.6, 7.2
2.	Dr.Jayaprabha C.S	Hindi	convener-Academic Activities	
3.	Dr.Anil Kumar M P	Mathematics	convener- Civil work	
4.	Dr.Vinodkumar P	Mathematics	convener- Procurement	
5.	Badisha V	Commerce	convener- financial Aspects	
6.	Dayanandan K	Malayalam	Equity Assurance plan Implementation	
7.	Jagadeep K S	Office	Office Superintendent	
8.	Dineshan V	Office	Head of Accountant	
9.	Prasanth M	Office	Clerk	

CONSTRUCTION & KIFB				
Sl.No	Name	Department	Nominated as	Attribute No.
1.	Dr. Anil Kumar M. P	Mathematics	convener	Attribute 3, 4,7 Metrics: 3.1, 3.2, 3.3, 3.5, 4.1, 4.2, 4.3,4.4, 4.6, 7.2
2.	Dr.Abdul Jaleel T	Arabic	Member	
3.	Sheffini P.A	Commerce	Member	
4.	Prasanth M	Office	Clerk	

INSTITUTIONAL RISK MANAGEMENT COMMITTEE (IRMC)

Sl.No	Name	Department	Nominated as	Attribute No.
1.	Dr.Ajith M. S.	Principal	Chairman	Attributes: 7, Metrics: 7.4,
2.	Staff Adviser of College Union		Member	
3.	Dr.Rajesh Kumar P	Mathematics	Member	
4.	Dr. Anil Kumar M P	Mathematics	Member	
5.	Jagadeep K S	Office Superintendent	Member	
6.		District Disaster Management Committee Representative	Member	
7.	Zainul Abid K	College Union Chairman	Member	

Identifying and analyzing potential risks, developing and recommending policies and procedures for effective risk management in the institution.

ELECTION COMMITTEE (COLLEGE UNION & COLLEGE COUNCIL)

Sl.No	Name	Department	Nominated as	Attribute No.
1.	Dr. Vinodkumar	Mathematics	Returning Officer	Attributes: 6,7 Metrics: 6.1, 7.7
2.	Shefini P.A	Commerce	Asst. Returning Officer	
3.	Dr. Moideenkutty Kanniyath	Arabic	Member	
4.	Vinni Rani Krishna	English	Member	
5.	Dayanandan K	Malayalam	Member	
6.	Jayasree K	Physics	Member	

CLEAN CAMPUS				
Sl.No	Name	Department	Nominated as	Attribute No.
1.	Jeena M. P	Statistics	convener	Attributes: 10 Metrics: 10.2, 10.3

ACADEMIC MONITORING COMMITTEE				
Sl.No	Name	Department	Nominated as	Responsibility
1.	Dr.Anil Kumar M P	Mathematics	convener	Monitoring all academic activities, Daily attendance and Punctuality of teachers and students Attributes: 5, 8 Metrics: 5.4, 5.8, 8.7
2.	Dr. Rajish Kumar P	Mathematics	Member	
3.	Dr.Jayaprabha C.S	Hindi	Member	
4.	Dr.Abdul Jaleel T	Arabic	Member	
5.	Dr. Jalsiya M. P	Mathematics	Member	

ADMISSION AND ORIENTATION COMMITTEE (UG & PG)				
Sl.No	Name	Department	Nominated as	Attribute No.
1.	Dayanandan K	Malayalam	Nodal Officer	Attribute 8 Student Outcomes Metric 8.6 Student Enrollment
2.	Shafi T	Arabic(UG)	Member	
3.	Siddique M.P	Arabic(PG)	Member	
4.	Dr.Rajish Kumar P	Mathematics(UG)	Member	
5.	Shameen M.K	Mathematics(PG)	Member	
6.	Dr. Soumya C	Physics (UG)	Member	
7.	Jincy K	Malayalam(UG)	Member	

8.	Dr.Nimmi A.P	Malayalam(PG)	Member	
9.	Faseela C.K	Commerce(UG)	Member	
10.	Badisha V	Commerce (PG)	Member	
11.	Vinni Rani Krishna	English (IP)	Member	
12.	Capt. Shukkoor Illath	Physical Education	Member	
13.	Office Superintendent	Office	Member	
14.	PTA Secretary	PTA	Member	

FYUGP- COLLEGE LEVEL ACADEMIC COMMITTEE					
Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Dr. Jalsiya M.P	Mathematics	Coordinator	Conduct orientation programme for first year students to familiarize the FYUGP system	Attribute 1 Metric 1.2, 1.4,1.6 Attribute 5 Metric 5.1, 5.3, 5.5, 5.8 Attribute 8 Metric 8.6
2.	All HODs		Members		
3.	Dr.Abdul Jaleel T	Arabic	Member		
4.	Shafi T	Arabic	Member		
5.	Badisha V	Commerce	Member	Coordinate the selection process of Minor, MDC and SEC Courses by students	
6.	Dr.Jayaprabha C.S	Hindi	Member		
7.	Jeena M.P	Statistics	Member		
8.	Muthu K	Malayalam	Member		
9.	Rekha A.M	Mathematics	Member		
10.	Shefina P A	Commerce	Member		
11.	Capt. Shukkoor Illath	Physical Education	Member		

12.	Dr.Soumya C	Physics	Member		
13.	Dr. Anoop V.P	Sanskrit	Member		
14.	Prathibha K	Computer Science	Member		

CBCSS UG & CBCSS PG					
Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Jayasree K	Physics	convener	Familiarize the students with the system.	Attribute 1 Metric 1.2, 1.4,1.6 Attribute 5 Metric 5.1, 5.3, 5.5, 5.8 Attribute 8 Metric 8.6
2.	Jinsi K	Malayalam	Member		
3.	Lisha E	English	Member	Coordinate internal examinations in a centralized way.	
4.	Sini G	Commerce	Member		
5.	Dr.Vinodkumar P	Mathematics	Member		
6.	Asha K	Physics	Member		

TIME TABLE AND ATTENDANCE					
Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Jeena M.P	Statistics	Convener	Timely modification of master time table and monitor attendance of students	Attribute 5 Metric 5.8
2.	Dr.Jalsiya M.P	Mathematics	Member		
3.	Heads of all departments		Members		

REMEDIAL COACHING					
Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Shafi T	Arabic	Convener	Prepare a plan for Remedial Teaching and maintain the record of the same.	Attribute 5 Metric 5.5 Catering to diversity
3.	Heads of all departments		Members		

TUTORIAL COMMITTEE					
Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Dr.Nimmi A.P	Malayalam	Convener	Prepare a plan for Tutorial work of the College and maintain the record of the same.	Attribute 5 Learning and Teaching (All metrics)
2.	Dr. Abdurahiman Kutty M.K	Arabic	Member		
3.	Vinni Rani Krishna	English	Member		
4.	Kavitha V K	Commerce	Member		
5.	Shameen M.K	Mathematics	Member		
6.	Jayasree K	Physics	Member		

COLLEGE WEBSITE & LEARNING MANAGEMENT SYSTEM-LMS					
Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Badisha V	Commerce	Coordinator	Timely updating of college website Provide technical assistance for faculty members in the use of LMS platforms (Moodle and G-Suite) and monitor its effective use	Attribute 5 Metric 5.6 LMS
2.	Dr. Rajish Kumar P	Mathematics	Member		
3.	Dr.Abdul Jaleel T	Arabic	Member		
4.	Prathibha K	Computer Science	Member		

EXAMINATION COMMITTEE					
Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Dr. Rajish Kumar P	Mathematics	Chief Superintendent	To do all necessary works related to conduct of University, PSC and other examinations	Attributes: 5 Metrics: 5.3, 5.4,
2.	Dr. Anilkumar M.P	Mathematics	Asst.Chief Superintendent		
3.	Shameen M.K	Mathematics	Member		
4.	Asha K	Physics	Member		
5.	Jinsi K	Malayalam	Member		
6.	Smrithi M Venugopal	English	Member		
7.	Kavitha V K	Commerce	Member		
8.	Siddique M.P	Arabic	Member		

RESEARCH, CONSULTANCY & EXTENSION ACTIVITIES

RESEARCH AND DEVELOPMENT COMMITTEE					
Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Dr.Jabir K.T	Arabic	College Research Nodal Officer	Coordination of research related activities, Organize Research Admission Committee Meetings, Admission of Research	Attribute 9 Research and Innovation outcomes (All Attributes)
2.	Dr. Jafar Sadik P.P	Arabic	Convener (Language & Humanities)		
3.	Dr.Jaliya M.P	Mathematics	Member		

4.	Dr.Stalindas Padinhare Purakkal	Malayalam	Member	Scholars, Scholarships of Research Scholars
5.	Dr.Jayaprakasan P P	Commerce	Member	

RESEARCH JOURNAL COMMITTEE					
Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Dr.Stalindas Padinhare Purakkal	Malayalam	Editor (Language & Humanities)	Publication of research journal, registration of Research journals	Attribute 9 Metric 9.2 Research Publication in Peer Reviewed Journals
2.	Dr.Prajith Chandran	Physics	Editor (Science)		

PUBLIC INFORMATION OFFICER					
Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Dayanandan K	Malayalam	Public Information Officer	Manage the files related to the RTI	
2.	Office Superintendent	Office	Asst.Public Information Officer		

NATIONAL SERVICE SCHEME (NSS)					
Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Lisha E	English	Programme Officer	NSS Activities, Day Celebrations	Attribute 6 (Extended curricular engagements) Metric 6.6 (Community focussed activities) Attribute 10 Metric 10.1 (Community Activities)
2.	Faseela C K	Commerce	Programme Officer		

NATIONAL CADET CORPS (NCC)					
Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Capt. Shukkoor Illath	Physical Education	Associate NCC Officer	NCC Activities, Day Celebrations	Attribute 10 Metric 10.1 Community Activities

CONTINUING EDUCATION CELL					
Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Faseela C K	Commerce	Convever	Over all monitoring of Continuing Education Cell activities, maintain accounts of the	Attributes: 5 Metrics: 5.7 Industry Academia Linkage
2.	Dr. Rajish Kumar P	Mathematics	Member		
3.	Dr.Abdurahiman Kutty M K	Arabic	Member		
4.	Capt. Shukkoor Illath	Physical	Member		

		Education		cell, conducting courses	
5.	Jincy K	Malayalam	Member		
6.	Jayasree K	Physics	Member		

MEDIA AND PUBLIC RELATIONS

Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Dr.Jabir K T	Arabic	Convener	Linkage with News agencies and public	

C-INFRASTRUCTURE AND LEARNING RESOURCES

TECHNICAL COMMITTEE (COMPUTER & ACCESSORIES)

Sl.No	Name	Department	Nominated as	Responsibility	Attribute No.
1.	Badisha V	Commerce	Convever	Purchasing /Maintenance of Computers and Accessories	Attribute 3 Metric 3.4 IT Infrastructure
2.	Dr. Anilkumar M. P	Mathematics	Member		
3.	Dr.Abdul Jaleel T	Arabic	Member		
4.	Jayasree K	Physics	Member		
5.	Prathibha K	Computer Science	Member		

LIBRARY ADVISORY COMMITTEE

Sl.No	Name	Department	Nominate d as	Responsibility	Attribute No.
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1.	Dr. Praseeda U.V	Malayalam	Convever	Advisory body for improving the functioning and development of General Library-Books -Purchase and Stock Register, automation of library	Attribute 3 Metric 3.2 Learning Resources
2.	Dr. Salahudheen K	Arabic	Member		
3.	Asha K	Physics	Member		
4.	Antony George	English	Member		
5.	Shefini P A	Commerce	Member		
6.	Rajesh Kumar R	Mathematics	Member		
7.	Dr.Anoop	Sanskrit	Member		
8.	Office Superintendent	Office	Member		

INFRASTRUCTURE (MANAGEMENT & MAINTENANCE) & ACCOMODATION					
Sl.No	Name	Department	Nominated as	Responsibility of	Attribute No.
1.	Dr. Jafar Sadik P P	Arabic	Convener	INFLIBNET	Attribute 3 Metric 3.1 Physical Infrastructure 3.3 IT Infrastructure
2.	Jayasree K	Physics	Convener	Physics Computer Lab	
3.	Dr.Abdurahiman Kutty MK	Arabic	Convener	ARABSAT	
4.	Siddique M.P	Arabic	Convener	ORICE/ EDUSAT	
5.	Dr.Rajish Kumar P	Mathematics	Nodal Officer	CAMS (Punching)	
6.	Kavitha V K	Commerce	Convener	Women Amenity Centre	
7.	Dr.Anil Kumar M.P	Mathematics	Convener	CCTV & Networking	
8.	Shafi T	Arabic	Convener	Seminar Hall	

9.	Rajesh Kumar R	Mathematics	Convener	Auditorium	
10.	Dr. Salahudin K	Arabic	Convener	Furniture	
11.	Capt. Shukkoor Illath	Physical Education	Convener	Fitness Centre	

LADIES HOSTEL					
Sl.No	Name	Department	Nominated as	Responsibility of	Attribute No.
1.	Rekha A M	Mathematics	Warden	Smooth running of the ladies' hostel and preparation of rules	Attribute 3 Metric 3.1 Physical Infrastructure
2.	Dr.Praseeda U V	Malayalam	Resident Tutor		
3.	Dr.Rajish Kumar P	Mathematics	Member		
4.	Dr.Anil Kumar M.P	Mathematics	Member		
5.	Dr.Nimmi A.P	Malayalam	Member		
6.	Asha K	Physics	Member		
7.	Shefina P.A (PTA Secretary)	Commerce	Member		
8.	Shabana M	English	Member		

D-STUDENT SUPPORT

SCHOLARSHIPS					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dr. Vinodkumar P.	Mathematics	Nodal Officer	Sharing Information about various scholarships/Help the students to register and renew the scholarships/ Help the students in	Attribute 4 Metric 4.2 Revenue income versus Expenditure Attribute 7 Metric: 7.4 Student
2.	Shafi T.	Arabic	Member		
3.	Sini G.	Commerce	Member		

4.	Jayasree K.	Physics	Member	E-Grants related issues	Employee Welfare
5.	Neelima B	English	Member		
6.	Muthu K	Malayalam	Member		

CAREER GUIDANCE & PLACEMENT CELL

Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dr.Jayaprakasan P. P.	Commerce	Convener	Provide students with information relating to various avenues of higher education, employment opportunities etc.	Attribute 1 Metric: 1.4 (Practical and Industry Focus) Attribute 7 Metric: 7.9 (Efforts for Employability) Attribute 8 Metric: 8.2 (Graduate Progression)
2.	Dr.Prajit chandran	Physics	Member		
3.	Dr.jabir K.T.	Arabic	Member		
4.	Dr.VinodKumar	Mathematics	Member		
5.	Jinsi K	Malayalam	Member		
6.	Mridul C Mrinal	English	Member		

NET & JRF COACHING CELL

Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dr.Stalindas Padinhare Purakkal	Malayalam	Convener	Conduct NET Coaching Classes, Keep records of NET/JRF Winners.	Attributes: 5 Metrics: 5.5 Catering to Diversity (Enrichment Courses)
2.	Rekha A. M.	Mathematics	Member		
3.	Dr.Salahudhin K.	Arabic	Member		
4.	Dr.Nimmi A. P.	Malayalam	Member		
5.	Kavitha V. K.	Commerce	Member		
6.	Antony George	English	Member		

COLLEGIATE STUDENTS GRIEVANCE REDRESSAL COMMITTEE (CSGRC)

Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1	Dr.Ajith M. S.	Principal	Chairperson	Look into the complaints lodged by any student, and judge its merit. The Grievance cell is also empowered to look into matters of harassment	Attribute 5 Metric 5.4 (Academic Grievance redressal) Attribute 7 Metric 7.5 (Grievance Redressal Mechanism)
2.	Dr.Stalindas Padinhare Purakkal	Malayalam	Convener		
2.	Dr. Anilkumar M. P	Mathematics	Ombudsman		
3.	Dr.Prajit Chandran	Physics	Member		
4.	Dr.Jafar Sadik P. P.	Arabic	Member		
5.	Dr. Jayaprakashan P. P.	Commerce	Member		
6.	Vinni Rani Krishan	English	Member		
7.	Zainul Abid	Chairperson College union	Member		
8		Staff Adviser of College Union	Member		

WOMEN'S CELL

Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dr.Kavitha V. K.	Commerce	Convener	Enhance self-esteem and self confidence among women students and staff. Increase awareness of women related social issues, health, employment and gender related matters.	Attribute: 6 Metric: 6.1 (Technical / Domain Related Clubs, activities and technical festivals)
2.	Rekha A. M.	Mathematics	Member		
3.	Sini G.	Commerce	Member		
4.	Dr.Nimmi A. P.	Malayalam	Member		
5.	Jayasree K.	Physics	Member		
6.	Smrithi M Venugopal	English	Member		

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ANTI-RAGGING COMMITTEE (AS PER GUIDELINES)					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1	Dr.Ajith M. S.	Principal	Chairperson	Dealing of the complaints related to the ragging cases	Attribute 7 Metric 7.5 (Grievance Redressal Mechanism)
2.	Dr.Anilkumar M. P	Mathematics	Convener		
3.	Dr.Jafar Sadik P.P.	Arabic	Representative of Teaching Faculty		
4.	Dr.Soumya C.	Physics			
5.	Sini G.	Commerce			
6.	Dr.Nimmi A.P.	Malayalam			
7	Jagdeep K. S.	Office Superintendent	Representative of Non Teaching Staff		
8	Meharsha Kalarikkal	Vettom Panchayath member	Representative of Civil Administration		
9.		Sub Inspector, Tirur	Representative of Police Administration		
10.	Adv. Sindhu	Advocate	Representative of Non governmental Organisation		
11	Mujeeb Rahiman A. P.	PTA Vice president	Representative of parents		
12	Parvathi	1 Sem I P	Student Representative		

13	Muhammed Azharuddeen	1 Sem M Com	Student Representative		
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INTERNAL COMPLAINTS COMMITTEE (ICC)					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1	Dr.Jayaprabha C.S.	Hindi	Chairperson	Dealing with the complaints related to the harassment faced by students or staff in the institution.	Attribute 7 Metric 7.5 (Grievance Redressal Mechanism)
2.	Dr.Anilkumar M. P	Mathematics	Member(Senior Member)		
3.	Dr.Hilal K.M	Arabic	Member(Senior Member)		
4.	Vinni Rani Krishan	English	Member		
5.	Rekha A.M	Mathematics	Member		
6.	Shyni K.M	Office Staff	Member		
7	Adv. Sindhu	NGO-Legal	Member		
8		Student Representative	Member		
9.		Student Representative	Member		
10.		Student Representative	Member		

ANTI RAGGING SQUAD					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dr.Moideen kutty Kanniyath	Arabic	Convener	Monitor the campus to avoid any type of	Attribute 7 Metric 7.5 (Grievance Redressal Mechanism)
2.	Shameen M.K.	Mathematics	Member		

3.	Dr.jayaprakasan P. P.	Commerce	Member	ragging-campaign for zero tolerance of ragging.	
4.	Dayanandan K	Malayalam	Member		
5.	Jayasree K.	Physics	Member		
6.	Aswin K Dev	English	Member		

ANTI NARCOTIC CELL					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dr. Salahudheen K	Arabic	Convener	Organize awareness programmes to prevent the use of drugs/ alcohol/ tobacco etc.	Attribute 6 Metric: 6.3 (Mental Health / Wellbeing Clubs and activities)
2.	Kavitha V.K.	Commerce	Member		
3.	Rekha A.M	Mathematics	Member		
4.	NSS Coordinators		Member		

EQUAL OPPORTUNITY CELL					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dr. Abdurahiman Kutty M K	Arabic	Convener	Take care of the needs of differently-abled students of the College.	Attribute 3 Metric 3.1 (Physical Infrastructure) Attribute: 5 Metric 5.5 Catering to Diversity Attribute 7 Metric 7.5 Grievance Handling Mechanism
2.	Jeena M P	Statistics	Member		
3.	Muthu K	Malayalam	Member		
4.	Vinni Rani Krishna	English	Member		
5.	Dr.Anoop	Sanskrit	Member		

SC/ST CELL					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dr. Soumya C	Physics	Convener	Redress the grievances of SC/ST students, ensure equal opportunity in all spheres, E-Grants Stipends hostel Fee etc.	Attribute: 5 Metric 5.5 Catering to Diversity Attribute 7 Metric 7.5 Grievance Handling Mechanism
2.	Jeena M P	Statistics	Member		
3.	Kavitha V.K	Commerce	Member		

CENTRE FOR INDIAN KNOWLEDGE SYSTEM	
Dr. Muneer Shooranad	Convener
Responsibility :Promotion of Indian knowledge system through Seminars, Certificate Courses, Curriculum Projects,Writing exams in indian language (Attribute 1.6 & 5.5)	

OBC CELL					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dr. Nimmi A.P	Malayalam	Convener	Redress the grievances of OBC students, ensure equal opportunity in all spheres etc.	Attribute: 5 Metric 5.5 Catering to Diversity Attribute 7 Metric 7.5 Grievance Handling Mechanism
2.	Siddique M.P	Arabic	Member		
3.	Faseela C.K	Commerce	Member		
4.	Shameen M.K	Mathematics	Member		

MINORITY CELL					
Sl	Name	Department	Nominated	Responsibility	Attribute &

No			as		metric
1.	Siddique M.P	Arabic	Convener	Redress the grievances of Minority students, ensure equal opportunity in all spheres etc.	Attribute: 5 Metric 5.5 Catering to Diversity Attribute 7 Metric 7.5 Grievance Handling Mechanism
2.	Faseela C.K	Commerce	Member		
3.	Dr.Jalsiya M.P	Mathematics	Member		

ETHICS COMMITTEE					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dr.Jafer Sadique P.P	Arabic	Convener	Deals with the complaints related with violating code of conduct /protocol etc.	Attribute 6 Metric 6.4 Value Education
2.	Sini G	Commerce	Member		
3.	Muthu K	Malayalam	Member		

STUDENT AMENITIES

CANTEEN & HUNGER FREE PROJECT				
Sl No	Name	Department	Nominated as	Attribute & metric
1	Dr.Jabir K T.	Arabic	Convener	Attribute 3 Metric 3.1 (Physical Infrastructure) Attribute: 5 Metric 5.5 (Catering to Diversity)
2.	Dr.Nimmi A.P.	Malayalam	Member	
3.	Vinni Rani Krishna	English	Member	
4.	Asha K	Physics	Member	
5.	Dr.Anilkumar M. P	Mathematics	Member	
6.	Faseela C.K	Commerce	Member	
7	Capt.Shukkoor Illath	Physical Education	Member	

8	Jagdeep K. S.	Office Superintendent	Member	
9.	Renjith	Office Attendant	Member	
10.	Zainul Abid K	College Union Chairperson	Member	

COOPERATIVE STORE				
Sl No	Name	Department	Nominated as	Attribute & metric
1	Kavitha V.K	Commerce	Convener	Attribute 3 Metric 3.1 (Physical Infrastructure) Attribute 4 Metric 4.2, 4.4 Revenue Income and Expenditure
2.	Shameen M.K	Mathematics	Member	
3.	Siddique M.P	Arabic	Member	

TRANSPORTATION AND COLLEGE BUS				
Sl No	Name	Department	Nominated as	Attribute & metric
1	Dr.Salahudhin K.	Arabic	Convener	Attribute 3 Metric 3.1 (Physical Infrastructure) Attribute 4 Metric 4.2, 4.4 Revenue Income and Expenditure
2.	All first year UG and PG tutors		Members	

ALUMNI ASSOCIATION				
Sl No	Name	Department	Nominated as	Attribute & metric

1	Dr. Anilkumar M.P.	Mathematics	Convener	<p>Attribute 1 Metric 1.2 (Stakeholder Participation)</p> <p>Attribute 4 Metric 4.2, 4.4 (Revenue Income and Expenditure)</p> <p>Attribute 8 (Metric 8.8 Student / Alumni Learning Experiences)</p>
2.	Jinsi K	Malayalam	Staffs in Charge of Department Alumni Associations	
3.	Siddique M.P	Arabic		
4.	Jayasree K	Physics		
5.	Kavitha V K	Commerce		

ACADEMIC MASTER PLAN AND COLLEGE CALENDAR

Sl No	Name	Department	Nominated as	Attribute & metric
1	Dr.Vinod Kumar P	Mathematics	Convener	<p>Attribute 5 Metric 5.8 (Adherence to Academic Calendar)</p>
2.	Heads of all departments		Members	

ALL INDIA SURVEY ON HIGHER EDUCATION (AISHE) & KERALA HIGHER EDUCATION COUNCIL SURVEY

Sl No	Name	Department	Nominated as	Attribute & metric
1	Shameen M.K	Mathematics	Nodal Officer	<p>Attribute 7 Metric 7.6 (Quality assurance System)</p>

CALICUT UNIVERSITY COLLEGE PORTAL

Sl No	Name	Department	Nominated as	Attribute & metric
1	Shameen M.K	Mathematics	Nodal Officer	Attribute 7

				Metric 7.3 (E-Governance)
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EARN WHILE YOU LEARN (EWL)				
Sl No	Name	Department	Nominated as	Attribute & Metric
1	Jeena M.P.	Statistics	Convener	Attribute 7 Metric 7.9 (Efforts for Employability)
2.	Rajesh Kumar R	Mathematics	Member	
3.	Dr. Salahudhin K	Arabic	Member	

COLLEGE GARDEN				
Sl No	Name	Department	Nominated as	Attribute & metric
1	Capt.Shukkoor Illath	NCC	Convener	Attributes 10 Metric 10.4 (Green Audit and Initiatives)

ACCOMODATION				
Sl No	Name	Department	Nominated as	Attribute & metric
1	Dr. Anilkumar M.P.	Mathematics	Convener	Attribute 3 Metric 3.1 (Physical Infrastructure)
2.	Dr.Jafer Sadique P.P	Arabic	Member	
3.	Dr.Stalindas Padinhare Purakkal	Malayalam	Member	
4.	Vinni Rani Krishna	English	Member	

NEW INITIATIVES					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dayanandan K	Malayalam	Convener	Jeevani	Attribute 6 Metric 6.3 (Mental Health / Wellbeing Clubs and Activities)
2.	Muthu K	Malayalam	Convener	Bharana Bhasha	
3.	Dr.Jabir K T	Arabic	Convener	Forum for Democracy and Social Justice	

SREE NARAYANAGURU OPEN UNIVERSITY STUDY CENTRE					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dr.Jayaprakashan P.P	Commerce	Coordinator	All works as per directions of SOU Kollam	Attribute 5 5.7 Industry (Academia Linkage)
2.	Capt.Shukkoor Illath	Physical Education	Member		
3.	Siddique M.P	Arabic	Member		

ELECTORAL LITERACY CLUB					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dr. Muneer Shooranad	Malayalam	Coordinator	To literate students the election process and support the staff and students to link EPIC with Aadhaar	Attribute 6 6.6 (Community Related (Focus) activities)
2.	Dr.Vinodkumar	Mathematics	Member		
3.	Dr.Moideenkutty Kanniyath	Arabic	Member		

STUDENTS' INITIATIVE IN PALLIATIVE CARE (SIP Care)					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Dr.Hilal K.M	Arabic	Coordinator	Training Programmes, Awareness Programmes and observation of Palliative day and other significant days. And also taking up Home Care activities in collaboration with Santi Pain and Palliative Care, Vettom.	Attribute 6 Metric 6.3 (Mental Health / Wellbeing Clubs and Activities)
2.	Sini G	Commerce	Member		
3.	Lisha E	English	Member		

YOUNG INNOVATORS PROGRAMME YIP & CONNECT TO CAREER CAMPUS					
Sl No	Name	Department	Nominated as	Responsibility	Attribute & metric
1.	Kavitha V K	Commerce	Coordinator		Attribute 5 5.7 Industry (Academia Linkage)
2.	Dr.Jabir K T	Arabic	Member		
3.	Jeena M.P	Statistics	Member		

STUDENTS FOR SOCIETY				
Sl No	Name	Department	Nominated as	Attribute & metric
1	Dr. Soumya C	Physics	Coordinator	Attribute 6 6.6 (Community Related (Focus activities)

CLUB ACTIVITIES				
Sl No	Name of the Club	Convener	Members	Attribute & metric
1	Nature Club	Jinsi K (Malayalam)	Dr. Salahudhin K (Arabic) Rajesh Kumar R (Mathematics) Dr.Smrithi M Venugopal (English)	Attribute 6 Metric 6.1 Domain Related Clubs Attribute 10 Metric 10.4 Green Initiative
2.	Campus Beautification & Green Initiatives	Asha K (Physics)	Jinsi K (Malayalam) Dr.Jabir K T (Arabic) Dr.Jayaprabha C.S (Hindi) Dr.Smrithi M Venugopal (English)	Attribute 10 Metric 10.4 Green Initiative
3.	Science Club	Vinni Rani Krishna (English)	Dr. Jalsiya M.P (Mathematics) AshaK (Physics) Prathibha (Computer Science)	Attribute 6 Metric 6.1 Domain Related Clubs
4.	ED Club	Shefani P.A (Commerce)	Jayaprakashan P.P Faseela C K Badisha V (Commerce)	Attribute 5.7 Industry Academia Linkage Attribute 6 Metric 6.1 Domain Related Clubs
5.	Karshaka Sangham	Dr.Soumya C (Physics)	Dr.Salahuddin K (Arabic) Neelima B(English) Rekha A M (Mathematics)	Attribute 6 Metric 6.1 Domain Related Clubs

6.	Tourism Club	Dr.Stalindas Padinhare Purakkal (Malayalam)	Dr.Moideenkutty Kanniyath(Arabic) Dr.Anoop V.P(Sanskrit) Praseeda U.V (Malayalam) Aswin K Dev (English)	Attribute 6 Metric 6.1 Domain Related Clubs
7	Film Club	Praseeda U.V (Malayalam)	Dr.Stalindas Padinhare Purakkal (Malayalam) Lisha E(English) Antony George (English)	
8	Readers Club	Lisha E(English)	Dr.Hilal K.M(Arabic) Vinni Rani Krishna (English) Aswin K Dev (English) Dr.Anoop V.P(Sanskrit)	
9.	Performing Arts Club	Asha K (Physics)	Dr.Jayaprabha C S (Hindi) Dr.Praseeda U.V (Malayalam) Dr.Smrithi M Venugopal (English) Mridul C Mrinal(English)	
10.	Quiz Club	Sini G (Commerce)	Dr.Moideenkutty Kanniyath(Arabic) Dr.Praseeda U.V (Malayalam)	
11.	Debate Club	Muthu K (Malayalam)	Dayanandan K (Malayalam) Dr.Hilal K.M(Arabic)	
12.	Music Club(<i>Idam</i>)	Vinni Rani Krishna (English)	Dr.Soumya C (Physics) Jinsi K (Malayalam) Capt.Shukkoor Illath (Physical Education)	
13.	<i>Koodu</i>	Vinni Rani Krishna (English)	Dr.Soumya C (Physics) Jinsi K	

			(Malayalam)	
14.	Gymkhana Fitness Club	Capt.Shukkoor Illath (Physical Education)	Dr.Moideenkutty Kanniyath (Arabic)	
15.	Translation and Cultural Exchange Club	Dr.Hilal K.M(Arabic)	Dr.Jayaprabha C S (Hindi) Dr.Moideenkutty Kanniyath (Arabic) Muthu K (Malayalam) Antony George (English)	Attribute 5 Metric 5.5 (Catering to Diversity) Attribute 6 Metric 6.1 (Domain Related Clubs)

DOMAIN CLUBS				
Sl No	Name of the Club	Convener	Nominated as	Attribute & metric
1	Astro Club	Asha K (Physics)	Convener	Attribute 6 Metric 6.1 Domain related clubs , activities & festivals
2.	Sunbulah	Shafi T. (Arabic)	Convener	
3.	Omega Club	Rekha A M (Mathematics)	Convener	
4.	Akam	Praseeda U.V (Malayalam)	Convener	
5.	Commercium	Kavitha V.K. (Commerce)	Convener	
6.	OuLiPo	Mridul S Mrinal (English)	Convener	