

**PROCEEDINGS OF THE PRINCIPAL S.E.S.COLLEGE SREEKANDAPURAM
(Dr. DOMINIC THOMAS)**

No.IQAC/01/2018-19

Dated, 3rd Sept. 2018

Sub: SES College Sreekandapuram- Constitution of Committees-Orders issued.

The Principal is pleased to constitute various committees consisting of the following members of staff. These committees will coordinate the co curricular and extracurricular activities of the college and report to the IQAC.

- | | |
|---|--------------------|
| 1. Dr. Reena Sebastian | IQAC Coordinator |
| Assistant Professor, Dept. of Mathematics | |
| 2. Dr. Sreekumar N M | Joint Co-ordinator |
| Assistant Professor, Dept. of Economics | |
| 3. Sri Samson Rajan | Joint Co-ordinator |
| Assistant Professor, Dept. of English | |

IQAC COMMITTEE

1. Dr. Dominic Thomas, Principal (Chairman)
2. Dr. Reena Sebastian, Department of Mathematics (Co ordinator)
3. Dr. Sreekumar N M, Department of Economics. (Joint Coordinator)
4. Sri. Samson Rajan, Department of English. (Joint Coordinator)
5. Smt. Sheela M Joseph, Department of physics. (Member)
6. Dr. K V Philomina, Department of Malayalam.(Member)
7. Smt. Jessy Jacob, Department of Statistics.(Member)
8. Smt. Sunitha Joseph, Department of Economics.(Member)
9. Sri. Preju K Paul, Department of Physical Education. (Member)
10. Smt. Punnya Prakasan, Department of Management Studies.(Member)
11. Sri. Vinil Varghese, President, Board of Management. (Member)
12. Prof. V D Joseph, Secretary, Board of Management.(Member)
13. Sri. Aswin Samuel Philip, Development Consultant, Board of Management.(Member)
14. Sri. John V U. U D C (Member)
15. Smt. Beena Joseph, Junior Superintendent. (Member)
16. Mr. Arjun B, Chairman, College Students Union

CORE COMMITTEE

- | | |
|-------------------------|----------------------------|
| 1. Dr. Reena Sebastian | IQAC Coordinator, convener |
| 2. Dr. Sreekumar N M | Joint convener |
| 3. Sri Samson Rajan | Joint convener |
| 4. Smt. Sheela M Joseph | |
| 5. Dr. Philomina K V | |
| 6. Smt. Jessy Jacob | |
| 7. Dr. Sateesan P | |
| 8. Sri. Preju K Paul | |

DISCIPLINE COMMITTEE:

1. Smt. Sheela M Joseph
 2. Dr. Philomina K V
 3. Smt. Dolly P A
 4. Smt. Jessy Jacob
 5. Dr. Sateesan P
 6. Dr. Reena Sebastian
 7. Dr. Sreekumar N M
 8. Sri. Preju K Paul
 9. Smt. Punnya Prakasan,
- Convener

GENERAL DISCIPLINE

1. Sri. Vinil Varghese,(Manager, SES College)
 2. Dr. Dominic Thomas, Principal
 3. Sri. Preju K Paul (NCC Officer)
 4. Sri. Samson Rajan (NSS Programme Officer)
 5. Smt. Shyna Janardhanan (NSS Programme Officer)
 6. Vice President, College PTA, Ex Officio
 7. College Union Chairman, Ex Officio
- Chairman
Convener

DOCUMENTATION COMMITTEE:

1. Smt. Jessy Jacob
 2. Dr. N M Sreekumar
 3. Sri. Pradeep K V
 4. Sri. Preju K Paul
 5. Smt. Punnya Prakasan
 6. Sri Samson Rajan
 7. Smt. Shabeena Backer
 8. Sri. John V U
 9. Sri. Sreenivasan Vazhunnavar
- Convener

EXTENSION ACTIVITIES COMMITTEE

1. Sri. Mathew Kuriakose
 2. Sri. Joseph Chiramattel
 3. Dr. Sateesan P
 4. Dr. N M Sreekumar
 5. Smt. Sunitha Joseph
 6. Sri. Preju K Paul
 7. Sri. Samson Rajan
 8. Smt. Shyna Janardhanan
- Convener

BEAUTIFICATION COMMITTEE

1. Sri. Joseph Chiramattel
 2. Dr. N M Sreekumar
 3. Smt. Sunitha Joseph
- Convener

5. Sri. Preju K Paul
6. Sri. Samson Rajan
7. Smt. Shyna Janardhanan
8. Sri. Joseph Mathew
9. Sri. JohnV U

TUTORIAL COMMITTEE

1. Smt. Dolly P A Convener
2. Smt. Jessy Jacob
3. Dr. Sateesan P
4. Smt. Punnya Prakasan

EXAMINATION COMMITTEE (Model Exams)

1. Dr. Sateesan P Convener
2. Smt. Punnya Prakasan
3. Smt. Shyna Janardhanan

ATHLETIC COMMITTEE (Health, Fitness and Sports)

1. Sri. Preju K Paul Convener
2. Sri. Mathew Kuriakose
3. Smt. Sunitha Joseph
4. Sri. Samson Rajan

STAFF GRIEVANCE CELL

1. Dr. Dominic Thomas Convener
2. Sri. Vinil Varghese (Manager, SES Management)
3. Prof. V D Joseph (Secretary, SES Management)
4. Smt. Sheela M Joseph
5. Smt. Beena Joseph V

STUDENTS GRIEVANCE CELL

1. Smt. Sheela M Joseph Convener
2. Dr. K V Philomina
3. Smt. Jessy Jacob
4. Dr. Reena Sebastian
5. Dr. N M Sreekumar
6. Sri. Preju K Paul
7. Sri. Samson Rajan

WOMENS' WELFARE AND EMPOWERMENT CELL

2. Dr. Philomina K V Convener
3. Smt. Dolly P A
4. Smt. Jessy Jacob
5. Smt. Beena Joseph

CAREER GUIDANCE AND PLACEMENT CELL

1. Dr. N M Sreekumar
 2. Sri. Preju K Paul
 3. Sri. Samson Rajan
 4. Smt. Shyna Janardhanan
- Convener

SC/ST WELFARE CELL

1. Sri. Joseph Chiramattel
 2. Dr. Sateesan P
 3. Smt. Sunitha Joseph
 4. Sri. Devadas K V
- Convener

COLLEGE COUNSELLING CELL

1. Smt. Sunitha Joseph
 2. Smt. Jessy Jacob
 3. Smt. Nasreena P K
 4. Smt. Soumya Maria Joseph
- Convener

ALUMNI ASSOCIATION

1. Dr. Sateesan P
 2. Smt. Dolly P A
 3. Sri. Pradeep K V
 4. Sri. Preju K Paul
- Convener

VALUE EDUCATION

1. Smt. Jessy Jacob
 2. Dr. Sateesan P
 3. Smt. Sunitha Joseph
 4. Smt. Shyna Janardhanan
- Convener

FINE ARTS CLUB

1. Smt. Shyna Janardhanan
 2. Smt. Sheela M Joseph
 3. Smt. Punnya Prakasan
 4. Smt. Sreya R
 5. Smt. Silja C
- Convener

TOURISM CLUB

1. Sri. Pradeep K V
 2. Smt. Sunitha Joseph
 3. Sri. Muneer T K
 4. Smt. Silja C
- Convener

DEBATE CLUB

1. Smt. Shabeena Backer
 2. Smt. Punnya Prakasan
- Convener

3. Sri. Goplalakrishnan P
4. Smt. Sreya R

BOOK CLUB

1. Sri. Mathew Kuriakose
2. Sri. Joseph Mathew
3. Sri Samson Rajan
4. Smt. Shabeena Backer
5. Mr. Arjun B, Chairman, College Students Union
6. Mr. Thejus M K (III BA English)
7. Kum. Fijula C (II BA English)

Convener

ENTREPRENEURSHIP CLUB

1. Smt. Anumol Thomas
2. Smt. Punnya Prakasan
3. Sri. Muneer T K
4. Smt. Sreya R

Convener

SCIENCE CLUB

1. Sri. Joseph Chiramattel
2. Smt. Sheela M Joseph
3. Sri. Mathew Kuriakose
4. Smt. Dolly P A
5. Dr. Reena Sebastian

Convener

MATHS CLUB

1. Dr. Reena Sebastian
2. Smt. Jessy Jacob
3. Smt. Sheela M Joseph
4. Smt. Dolly P A
5. Smt. Rasina M P
6. Smt. Silja C

Convener

FOLK LORE CLUB

1. Dr. K V Philomina
2. Dr. N M Sreekumar
3. Smt. Shyna Janardhanan
4. Smt. Rasina M P

Convener

NATURE CLUB

1. Sri. Samson Rajan
2. Smt. Sunitha Joseph
3. Smt. Shyna Janadhanan
4. Smt. Silja C

Convener

COLLEGE UNIFORM COMMITTEE

1. Dr. K V Philomina
2. Smt. Jessy Jacob
3. Dr. Sateesan P
4. Dr. N M Sreekumar

Convener

WOMENS HOSTEL COMMITTEE

1. Dr. Dominic Thomas, Principal
2. Smt. Anumol Thomas
3. Sri. Preju K Paul
4. Smt. Shyna Janardhanan
5. Smt. Beena Joseph V
6. Smt. Aswin Samuel Philip

Warden
Deputy Warden
(HOD of Physical Education)

(Jr. Superintendent)
(Representative of Management)

BUS COMMITTEE

1. Smt. Sheela M Joseph
2. Dr. Philomina K V
3. Sri. Pradeep K V
4. Smt. Punnya Prakasan
5. Sri. Samson Rajan
6. Sri. Vijith E V
7. Sri. Sreenivasan Vazhunnor

Convener

COLLEGE CALENDER COMMITTEE

1. Smt. Shabeena Backer
2. Sri. Samson Rajan
3. Smt. Soumya Maria Jacob

Convener

SCHOLARSHIP AND ENDOWMENT

1. Dr. N M Sreekumar (Scholarship)
2. Smt. Punnya Prakasan. (Endowment)

GIRLS' ROOM INCHARGE

1. Smt. Jessy Jacob
2. Dr. Reena Sebastian
3. Smt. Anumol Thomas
4. Smt. Punnya Prakasan

STUDENT'S AID FUND

1. Smt. Jessy Lacob
2. Dr. Sreekumar NM
3. Smt. Punnya Prakasan
4. Smt. Soumya Mariya Jacob

Convener

COLLEGE P T A

1. Smt. Punnya Prakasan Secretary
2. Smt. Sheela M Joseph
3. Dr. K V Philomina
4. Dr. Reena Sebastian
5. Smt. Preju K Paul

PUBLIC RELATION OFFICER

1. Dr. Sateesan P College Information Officer
2. Sri. Samson Rajan. Assist. Information Officer

NODAL OFFICER FOR ALL INDIA SURVEY ON HIGHER EDUCATION

1. Dr. N M Sreekumar

NODAL OFFICER FOR ELECTION LITERACY

1. Smt. Punnya Pakasan

NODAL OFFICER FOR ADMISSIONS

1. Dr. N M Sreekumar

NODAL OFFICER FOR ANTI DRUGS PROGRAMMES & COTPA

1. Smt. Sunitha Joseph

WALK WITH A SCHOLAR (WWS)

1. Smt. Punnya Pakasan Coordinator

SCHOLAR SUPPORT PROGRAMME (SSP)

1. Sri. Preju K Paul Coordinator

ADDITIONAL SKILL ACQUISITION PROGRAMME (ASAP)

1. Smt. Shabeena Backer Coordinator

RUSA CO ORDINATOR

1. Sri Samson Rajan

NODAL OFFICER FOR STUDENT'S WELFARE

1. Smt. Shyna Janardhanan

**PROCEEDINGS OF THE PRINCIPAL S.E.S.COLLEGE SREEKANDAPURAM
(Dr. DOMINIC THOMAS)**

No.IQAC/02/2018-19

Date, 3rd Sept. 2018

Sub: SES College Sreekandapuram- Constitution of Committees-Orders issued.

The Principal is pleased to constitute various committees consisting of the following members of staff. These committees will coordinate the activities of the college.

LIBRARY ADVISORY COMMITTEE

- | | |
|--|-----------|
| 1. Dr. Dominic Thomas, | Chairman |
| 2. Dr. Sateesan P | Convener |
| 3. Sri. Joseph Mathew (Librarian) | Secretary |
| 4. Sri. Mathew Kuriakose | |
| 5. Dr. Sreekumar N M | |
| 6. Sri Samson Rajan | |
| 7. Smt. Shabeena Backer | |
| 8. Mr. Arjun B, Chairman, College Students Union | |
| 9. Mr. Thejus M K (III BA English) | |
| 10. Kum. Fijula C (II BA English) | |

ACADEMIC FORUM

- | | |
|------------------------|----------|
| 1. Dr. K V Philomina | Convener |
| 2. Dr. Sateesan P | |
| 3. Dr. Reena Sebastian | |
| 4. Dr. Sreekumar N M | |

INTERNAL COMPLAINTS COMMITTEE

(Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students)

- | | |
|--------------------------------|----------|
| 1. Smt. Jessy Jacob | Convener |
| 2. Smt. Sheela M Joseph | |
| 3. Dr. Philomina K V | |
| 4. Smt. Dolly P A | |
| 5. Dr. N M Sreekumar | |
| 6. Smt. Sunitha Joseph | |
| 7. Smt. Beena Joseph V | |
| 8. Dr. Lilly Latheef, Bsc MBBS | |

GRIEVANCE REDRESSAL

- | | |
|-------------------------|----------|
| 1. Smt. Jessy Jacob | Convener |
| 2. Smt. Sheela M Joseph | |
| 3. Dr. Philomina K V | |
| 4. Smt. Dolly P A | |

ANTI RAGGING COMMITTEE

1. Smt. Sheela M Joseph
2. Dr. Philomina K V
3. Dr. Sateesan P
4. Smt. Jessy Jacob
5. Dr. N M Sreekumar
6. Smt. Punnya Prakasan

Convener

PURCHASE COMMITTEE

1. Dr. Dominic Thomas,
2. Smt. Sheela M Joseph
3. Smt. Dolly P A
4. Dr. Reena Sebastian
5. Sri. Preju K Paul
6. Smt. Beena Joseph
7. Sri. John V U

Principal
Convener

**PROCEEDINGS OF THE PRINCIPAL S.E.S.COLLEGE SREEKANDAPURAM
(Dr. DOMINIC THOMAS)**

No. RUSA II/01/2018-19

Date. 7th November. 2018

Sub: SES College Sreekandapuram- Constitution of RUSA Committees-Orders issued.

The Principal is pleased to nominate the following teachers as the Nodal Officers in charge of Rashtriya Uchchathar Shiksha Abhiyan (RUSA) at the institutional level (as per RUSA guidelines) to fulfill the projects of RUSA within the College. Two important Committees are also constituted at the institutional level (as per RUSA instructions) such as (1) Board of Governors and (2) Project Monitoring Committee, consisting of the following members to fulfill the terms of references as per the Guidelines of RUSA within the College.

RUSA Institutional Coordinator: Sri. Samson Rajan, Asst. Prof and HoD of Dept of English

NODAL OFFICERS:

- | | |
|---------------------------|--|
| a) Dr. K V Philomina, | Academic Activities |
| b) Smt. Sheela M Joseph, | Procurement and Purchase |
| c) Dr. Sreekumar N M, | Equity Assurance Plan Implementation |
| d) Sri. Preju K Paul, | Civil Works including Environment Management |
| e) Smt. Punnya Prakashan, | Financial Management |

Functions: Responsible to supervise and guide various Committees for project implementation

I) BOARD OF GOVERNORS.

- | | |
|--|--------------------------------------|
| 1. Sri. Vinil Varghese. Manager, SES College, | Chairman |
| 2. Dr. Dominic Thomas, Principal | |
| 3. Sri. Samson Rajan, Institutional Coordinator, RUSA. | Convener |
| 4. Dr. Reena Sebastian, IQAC Coordinator | |
| 5. Sri. Aswin Samuel Philip, | Member from College Management |
| 6. Sri. Sugeeth M R (Engineer) | Member Technical Support, Management |
| 7. Smt. Sheela M Joseph, | Nodal Officer |

8. Dr. K V Philomina,	Nodal Officer
9. Dr. Sreekumar N M,	Nodal Officer
10. Sri. Preju K Paul,	Nodal Officer
11. Smt. Punnya Prakashan,	Nodal Officer

Functions: Form, supervise and guide various Committees required for project implementation and internal project monitoring

II) PROJECT MONITORING COMMITTEE.

1. Dr. Dominic Thomas, Principal,	Chairman
2. Sri. Samson Rajan, Institutional Coordinator, RUSA.	Convener
3. Dr. Reena Sebastian,	IQAC Coordinator
4. Smt. Sheela M Joseph,	Nodal Officer
5. Dr. K V Philomina,	Nodal Officer
6. Dr. Sreekumar N M,	Nodal Officer
7. Sri. Preju K Paul,	Nodal Officer
8. Smt. Punnya Prakashan,	Nodal Officer
9. Smt. Soumya Mariya Jacob,	Asst Prof. of Chemistry
10. Sri. Deepu Jose K,	Asst Prof. MCJ
11. Sri. Joseph Mathew,	Librarian
12. Smt. Beena Joseph,	Junior Superintendent
13. Sri. John V U	Head Accountant
14. Sri Vijith E V	Typist
15. Sri. Arjun K B,	Chairman, College Students' Union

Functions: Responsible for monitoring the project at the institutional level in order to implement the governance and reforms proposed under RUSA.

**PROCEEDINGS OF THE PRINCIPAL S.E.S.COLLEGE SREEKANDAPURAM
(Dr. DOMINIC THOMAS)**

No. CDC/01/2018-19

Date. 15th November. 2018

Sub: Constitution of Development Committee-Orders issued.

The Principal is pleased to constitute a College Development Committee consisting of the following staff members to discuss and give suggestions regarding the present and future developments of the campus.

1. Dr. Dominic Thomas,

Principal

2. Dr. Reena Sebastian,

IQAC Coordinator

3. Sri. Samson Rajan,

Institutional Coordinator, RUSA.

4. Smt. Sheela M Joseph

5. Dr. K V Philomina

6. Smt. Dolly P A

7. Smt. Jessy Jacob

8. Dr. Satheesan P

9. Dr. Sreekumar N M

10. Sri. Sajeesh T J

11. Sri. Preju K Paul

12. Smt. Nasreena P K

13. Smt. Beena Joseph