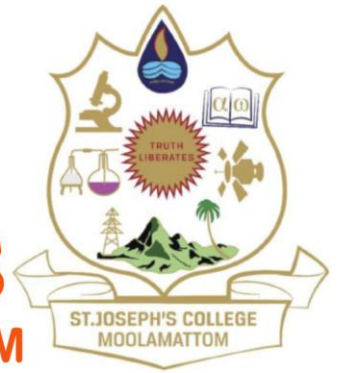


# ST. JOSEPH'S COLLEGE, MOOLAMATTOM

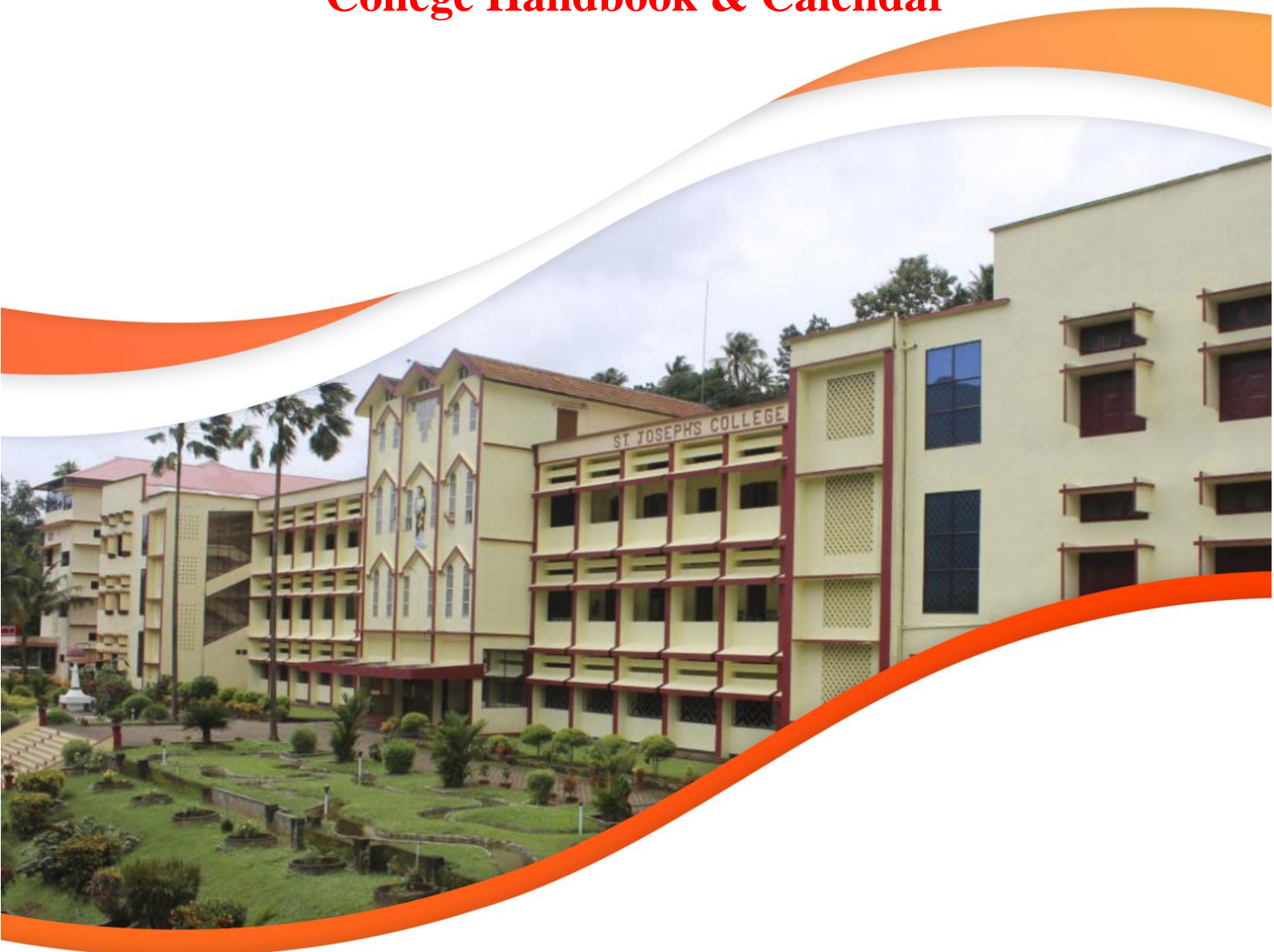
ARAKULAM P.O- 685591, IDUKKI, KERALA



## 1.1 Curricular Planning and Implementation

*1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment*

## College Handbook & Calendar



# ST. JOSEPH'S COLLEGE MOOLAMATTOM

Arakulam PO, Idukki – 685 591

*(Re-accredited with 'A' Grade by NAAC)*

[Established in 1981]



**UNDER THE CMI MANAGEMENT**

*Affiliated to Mahatma Gandhi University*

**Name** .....

**Class No.** .....

**Course** .....

**Residential Address** .....

.....

**Telephone** .....

Phone : 04862 - 252043,7510312043

Fax : 04862 - 252766

E-mail : [sjcmoolamattom@gmail.com](mailto:sjcmoolamattom@gmail.com)

Website : [www.stjosephscollegemoolamattom.org](http://www.stjosephscollegemoolamattom.org)

## *College Anthem*

A lighted lamp on a hill  
Dispelling darkness around  
Like a star in the sky  
Guiding everyone in love  
Reforming their minds  
Making everyone new  
Imparting knowledge and wisdom

Hail O' Hail, St. Joseph's College  
A fine abode of love and nurture  
It's here we belong  
Hail O' Hail, St. Joseph's College  
A true mother in every sense  
We stand for your name

Fill us Lord with your joy and graces  
Turn us into your helping angels  
Be with us in all our strivings  
Make us bloom and flower

{ Fill us Lord . . . }

Together we play  
Together we learn  
To be in the light of truth and justice

Hail O' Hail St. Joseph's College  
A fine abode of love and nurture  
It's here we belong  
Hail O' Hail St. Joseph's College  
A true mother in every sense  
We stand for your name

## *Prayer*

---

Make me a channel of your peace  
Where there is hatred let me bring your love  
Where there is injury your pardon Lord  
And where there's doubt true faith in you

Oh Master, grant that I may never seek  
So much to be consoled as to console  
To be understood as to understand  
To be loved as to love with all my soul

Make me a channel of your peace  
It is in pardoning that we are pardoned  
In giving to all men that we receive  
And in dying we're born to eternal life.

*St. Francis of Assisi*

## VISION

*Our vision of education is deeply rooted in the broad CMI vision of education which aims at producing intellectually competent, morally upright, socially committed and spiritually inspired men and women inculcating in them a genuine love of God and man and a deep respect for the cultural and spiritual heritage of India.*

## MISSION

- ◆ *To grow as a blessed institution that enables teachers and students to grow in the true love of knowledge and to mould its students as responsible citizens without prejudice or complexes and thereby create a just and humane society where dignity of the human person is respected, unjust social structures are challenged, cultural heritage of ahimsa, religious harmony and national integration are upheld and the poor and the marginalized are specially taken care of.*
- ◆ *To prepare the youth of the 21<sup>st</sup> century by promoting international brotherhood, environmental conscience, gender justice and sense of harmony.*



*Manager*

**Rev. Dr. George Edayadiyil CMI**  
(Provincial, St. Joseph's Province, Kottayam)

*Local Manager & Financial Administrator*

**Rev. Dr. Thomas George CMI**  
(Prior, St. Joseph's Monastery, Arakulam)

*Principal*

**Dr. Ebey P. Koshy M.Sc, PhD**

*Bursar*

**Rev. Fr. Libin Valiyaparambil CMI**

### **Governing Body**

1. Rev. Dr. George Edayadiyil CMI  
Provincial, St. Joseph's Province, Kottayam (President)
2. Rev. Dr. Thomas George CMI  
Prior, St. Joseph's Monastery, Arakulam (Vice President)
3. Rev. Fr. Josekutty Aykaraparambil CMI  
Corporate Manager, CMI Schools, Kottayam
4. Dr. Ebey P. Koshy M.Sc, PhD  
Principal, St. Joseph's College (Secretary)
5. Ms. Shyni George, Additional Secretary to Govt.
6. Dr. A. Jose, Syndicate Member, MG University
7. Rev. Fr. Libin Valiyaparambil CMI (Bursar)

### **Internal Quality Assurance Cell (IQAC)**

Dr. Ebey P. Koshy (Principal, Chairperson)  
Dr. Joseph George (Co-ordinator)  
Mr. Roby Mathew (Joint Co-ordinator)  
Dr. Justin Joseph (Convenor)  
Rev. Dr. Thomas George CMI (Management Rep)  
Dr. Sabukutty M.G.  
Dr. Sr. Sijo Francis SABS  
Dr. Anju P Mathews  
Mr. Manu Kurian  
Mr. Jimmy George  
Mr. Thomas Sebastian (Office Supdt.)  
Mr. Juby Issac (Industry Expert)  
Mr. Tomy Valikulam (Local Body Representative)  
Mr. Roshan Paul (Alumni Representative)  
Ms. Anumol Sebastian (Student Representative)

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## I. VISION AND PROFILE

### 1. A CMI Institution

The unique stamp of St. Joseph's College, Moolamattom is that it is a CMI institution endeavouring to fulfil the great dream of St. Kuriakose Elias Chavara, the founder of the Congregation of the Carmelites of Mary Immaculate (CMI), in the backward district of Idukki. St. Kuriakose Elias Chavara was a prominent educationalist and social reformer of the 19<sup>th</sup> century. He was instrumental in starting a string of schools all over Kerala aimed at educating the backward and neglected classes of people. The Government of India honoured his services to humanity by releasing a postal stamp with his image in 1986. The CMI congregation is pledged to selfless service in the field of education, culture, health care and many other social activities. Wherever they are, they labour to create a better society and a better nation. St. Joseph's College, Moolamattom is a premier educational institution that comes under the St. Joseph's province of the CMI congregation. The heavenly patron of the college is St. Joseph, who is also the patron of the entire province. St. Joseph was the head of the Holy Family and a very devoted carpenter. The institution aims to project through him the qualities of a great leader and the need for devotion and skillfulness in whatever job one may be in.

## 2. CMI Education Policy

The education policy of the CMI congregation is enshrined in the CMI Education Policy Statement included in the handbook titled, *CMI Vision of Education*, released in 1991. The following is the text of the CMI Education Policy Statement.

We, the Carmelites of Mary Immaculate, after the example of our founder St. Kuriakose Elias Chavara, consider education the integral formation of the human person for the fulfilment of his/her individual and social responsibilities.

Our educational endeavours aim at forming leaders who are intellectually competent, spiritually mature, morally upright, psychologically integrated, physically healthy and socially acceptable; who will champion the cause of justice, love, truth and peace and who are ever open to further growth.

The secret of the success of our educational institutions is a community of teachers who are committed to their vocation, professionally competent, morally upright, just and humane in dealings and who grow in the true vision of education.

We aspire towards creating a just and humane society where dignity of the human person is respected, where unjust social structures are challenged, where our cultural heritage of ahimsa, religious harmony and national integration is upheld, and where the poor and the marginalised are specially taken care of.

We have to reach out to the families, primarily of the students, to assist them in their needs, to share their joys and sorrows, and to help them experience love and freedom so that the students realize that our educational institutions are an extension of their homes.

Our institutions are open to all students irrespective of caste and creed; they are accepted and cherished as they are;

and helped to grow in their cultural, social and religious traditions. As they are privileged to be in our institutions, they will also have the right to get acquainted with the Person of Jesus Christ and His gospel.

Being institutions established by and for a minority community based on religion; they will give preference to Christians in admissions and appointments and have a special concern for the faith formation of the Christian youth.

Our institutions hence to be open to society at large by making their resources available for the ongoing education and non- formal teaching.

For the realization of these CMI goals of education, we expect students, parents and teachers to share the vision and cooperate with us whole- heartedly.

### 3. Profile

St. Joseph's College Moolamattom had a very humble beginning. It was started as a junior college, affiliated to the University of Kerala in 1981 with just two arts batches for the pre-degree course. In the absence of a permanent building the classes were held in the parish hall of Arakulam Puthenpally . The institution owes an immense debt of gratitude to Rev. Frs. Melanius CMI and Colombiere CMI, the founding fathers of the institution and also to Fr. Clerus CMI, who in his capacity as the Education Councillor did a yeoman service in the initial stages of the institution. The institution can never forget the hospitality and generosity of Rev. Fr. Michael Kottaram, the Vicar of Arakulam Puthenpally who was gracious enough to let us use the parish hall as a makeshift college.

Rev. Dr. Thomas V. Kalarickal CMI was the first Principal of the college. Being a psychologist and a broad-minded educationalist he felt the pulses of the new-born

## ST. JOSEPH'S COLLEGE, MOOLAMATTON

institution keenly and helped it grow lavishing on it all the care and concern it required. It stands to his credit that he was able to shift the classes to the newly constructed building at Arakulam in June 1982. The institution remembers with gratitude the services of Rev. Fr. Abraham Perikilakkad CMI who designed the beautiful college building and Rev. Fr. Lazar Thannippara CMI who completed the construction of the building.

After two years of meritorious service as Principal Rev. Dr. Thomas V. Kalarickal CMI left the institution in March 1983 to become the Principal of St. Joseph's Training College, Mannanam. Rev. Fr. Aloysius CMI was appointed his successor in March 1983. He continued to be at the helm till 1990 for seven years. It was evidently a period of consistent growth for the institution and it emerged as one of the best colleges for pre-degree result under the Mahatma Gandhi University. Fr. Aloysius CMI will be remembered for his child-like innocence, honesty, cordiality and devotion to his work. He gave the needed prop to the institution during its infantile period and kept it from floundering and tottering.

Rev. Fr. K. C. Chandy CMI became the Principal of the college in 1990 and he continued in office till 1996 for a period of six years. In his tenure as the principal of the college he laboured much to make the college a prestigious institution. The college was upgraded with the starting of a graduation course in Chemistry in 1991. The B. A. degree course in Economics was started in 1993 and the B. B. M. degree course in 1995. Fr. K. C. Chandy was a man with immense engineering skill and the broad and beautiful flight of steps leading to the college bears testimony to it. Under his able stewardship were constructed the college library, auditorium, the various laboratories and the rest house for the girl students.

## ST. JOSEPH'S COLLEGE, MOOLAMATTON

Rev. Dr. Emmanuel Jose Joseph CMI succeeded Rev. Fr. K. C. Chandy CMI as the Principal of the college in 1996. He served the institution as Principal for six years till his retirement in 2002. He was a man of vision and foresight and devoted himself to provide the institution with the infra structure it so far lacked. To inculcate a healthy sporting spirit among the students he constructed two beautiful stadia, one for volleyball and the other for basketball. A parking lot for teachers and a toilet building for boys were also constructed. A very sincere effort was made to spruce up the college campus with a garden. His crowning achievement was the main gate he constructed in front of the college which is acclaimed by all as an architectural marvel. In almost all his works Rev. Dr. Emmanuel Jose Joseph was ably assisted by the then bursar, Rev. Fr. Jacob Poriyath CMI. Academically also the college made deep strides during his tenure. B. Sc. Physics (V) Applied Electronics was started in 1998. The college was elevated to the stature of a senior college in 1999 with the starting of M. Sc. Chemistry. In 2001 B. A. English (V) Copy Editor was started. He also took the initial steps to secure the recognition of the U G C for the college.

Rev. Dr. C. J. Paul CMI took charge as the Principal of the College in April 2002 following the retirement of Rev. Dr. Emmanuel Jose Joseph CMI. His three years of service in the institution till his retirement in 2005 had been an eventful one, with the institution making a giant leap in all fronts. Being a committed academician and a meticulous planner and doer Rev. Dr. C. J. Paul CMI laboured incessantly to usher in a culture of quality and excellence to the institution. He modernized the Library making it user-friendly with the latest software, made the staff and students computer literate by setting up a Computer Centre and by providing the departments with computers, installed an EPBAX system and brought out a news letter called *The Throbbings* to ensure

the smooth flow of information in the campus and set up a Language Lab and Counselling Centre to develop the soft skills and self-esteem of the students. The Staff Quarters, Men's Hostel and the Canteen started in his tenure helped much the staff and students coming from afar. The academic front witnessed a breathtaking metamorphosis under the leadership of Rev. Dr. C.J. Paul CMI. The College was included under 2(f) and 12-B of the UGC Act and it paved the way for UGC aid for the College and faculty improvement programmes for the staff. The development of the Department of Chemistry into a Research Centre, the starting of Self-Financing Courses in M.A. Economics and B.Com., the introduction of UGC sponsored career oriented Add-on Courses, the starting of out-reach programmes and extension services to help the local community were all remarkable events associated with the the name of Rev. Dr. C. J. Paul CMI. However, the greatest and the most memorable achievement of Rev. Dr. C.J. Paul CMI was the NAAC accreditation of the college in 2005 with a B+(78 points) grade.

Rev. Fr. Thomas Maliyackal CMI took charge as the Principal of the college in June 2005 following the retirement of Rev. Dr. C.J. Paul CMI. Being a committed teacher and a veteran administrator he laboured to inculcate a spirit of work culture in the college. With a view to making the college academically more relevant and career oriented he introduced several coaching sessions with the aid of the UGC. A postgraduate course in M.S.W. was started in August 2005 in the self-financing stream. A college bus was secured to ease the mobility of the staff and students in the college. The Chemistry Research Laboratory was modernized to suit the needs of the research students. The Computer Lab was also refurbished with the latest networking system. The institution remembers him gratefully as a man destined to govern it at a very turbulent period of its history.

## ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Rev. Dr. Gilson John CMI assumed office in June 2009. He had been a teacher of Economics in S.H College, Thevara and he carried with him the rich experience of a career trainer and educationalist. As a man with an accommodating and receptive mind, he considered it his mission to create a warm atmosphere of collegiality and camaraderie in the Institution. During his tenure, under the initiative of Dr. Joshy Varghese, Head of the Department of Malayalam, to commemorate the contributions of St. Kuriakose Elias Chavara, the Chavara Memorial Talk was instituted. Eminent orators from various walks of life are invited every year to keep alive the memories of this great educationist.

During his term of office, the college witnessed unprecedented development under the initiatives of Rev. Dr. Thomas George, the then Educational Counsellor and Rev. Fr. Bastin Mathew, the Bursar. As a testimony to the inventive effort of the Management, the college could materialize the long-cherished dream of providing a congenial atmosphere to relish good food, when the new canteen block was inaugurated in January 2012. Under the leadership of Rev. Dr. Gilson John CMI, the college underwent NAAC Re-accreditation in August 2012 and was awarded B grade with a grade point of 2.82. The inauguration of the Chavara Hall in February 2013 gave wings to the dreams of a mini-auditorium for student activities and association programmes. Under his guidance, Rev. Fr. Bastin Mathew and Rev. Fr. Jenty Mukalel took efforts to bring new graduate and post graduate programmes to the college and it bore fruit with the sanctioning of M. Com and B.com with Taxation in 2013. M.A English and B.Sc. Mathematics in the aided stream were started in 2014 and BBA in self-financing stream was started in 2015, taking the college to greater heights in academic field.

Considering the need to provide additional space to the college, Rev. Fr. George Mattathil CMI, the Local



Manager and Rev. Dr. Thomas George CMI took initiative to append an additional block to the existing building and its foundation stone was laid on 22 February 2014. The new building named 'Chavara Block' was blessed and inaugurated on 10 July 2015.

The paradigm shifts to the ICT enabled teaching methodology with the wide use of the internet and the LCD systems were another innovative change initiated by Rev. Fr. Bastin Mathew CMI and Rev. Fr. Jenty Mukalel CMI. Rev. Dr. Gilson John instituted an Award in the College to promote research publication among the staff on the occasion of the Silver Jubilee of his Priestly Ordination. With a view to inspire fellow teachers in the matter of publishing books, he published 13 books. To encapsulate the meritorious service rendered by Rev. Dr. Gilson John CMI - he was an adept academician and a staunch spiritualist.

Dr. George V Thomas was appointed as Principal of the institution in June 2017 following the retirement of Rev. Dr. Gilson John CMI. It was during his tenure as Principal that the college went for its second Re-accreditation in 2018. It is a matter of great pride and honour that the college was able to gain A grade with 3.12 grade points in this reassessment. Dr. George V. Thomas was chosen as a NAAC Peer team member, later in the year. Dr. Saju M. Sbeastian took over as the Principal of the college following the retirement of Dr. George V. Thomas in March 2019 and is currently leading the College in the right tracks towards excellence.

Dr. Saju M. Sebastian succeeded Dr. George V. Thomas as the Principal of the Institution in April 2019. He performed commendable service to the Institution and society by initiating philanthropical endeavours in the flood hit areas in the district of Wayanadu whereby linking the college with the community. His inimitable support to the Students' Initiative

in Pain and Palliative Care unit of the college culminated in winning the best unit award in the district of Idukki in 2019. In his short stint at the helm as the Principal, he proved his worth as an expert athlete, an art enthusiast, an adept administrator, a patient listener, a visionary academician and above all a man of character. Josephine fraternity bid him farewell with a content heart. Dr. Ebey P. Koshy was appointed as the Principal of the college in April 2020 following the retirement of Dr. Saju M. Sebastian and is currently leading the college to further glorious heights.

Now the college provides for the study of **nine UG courses** viz, B.Sc. Chemistry, B.A. Economics, BBM, BBA, B.Sc. Physics (V) Applied Electronics, B.A. English (V) Copy Editor, B.Com. (V) Computer Applications, B.Com Taxation, B.Sc. Mathematics and **four PG courses** viz, M.Sc. Chemistry, MSW (Medical & Psychiatric Social Work, Child & Family Welfare), M.Com. & M.A. English. The college has also a Research Department in Chemistry. We have well equipped laboratories for the science courses, computer labs and a computerized Library. The college is well reputed for academic excellence and discipline. Our institution is blessed with a team of dedicated teachers who take great delight in moulding the future generation. The ambience the college provides, with the beautiful ranges of mountains all around, where rain and snow play hide and seek, where ravines and rivulets flow zig zag, is certainly conducive for study and all round development.

#### 4. The Emblem

The Emblem of our College is a pictorial representation of its holistic vision which corresponds with the education policy of the Carmelites of Mary Immaculate (CMI), the first indigenous religious congregation founded by St. Kuriakose Elias Chavara, a prominent educationalist and social reformer

of the 19<sup>th</sup> century. The **lighted lamp** at the top of the emblem stands for the light of knowledge, the dissemination of which is the primary goal of the institution. The lighted lamp also reminds one of God's presence in our midst. At the top left hand corner of the emblem there is a depiction of certain **laboratory equipments** like the microscope and they highlight the scientific temper and the spirit of enquiry the institution wishes to foster in the students. The **open book** at the top right hand corner of the emblem bears a spiritual and temporal significance. On the spiritual level, the book with the letters Alpha and Omega stands for the Sacred Scripture and God, the be-all and end-all of life, and it articulates the message that the fear of God is the beginning of all wisdom. On the temporal level, the book stands for knowledge of all kinds which the institution endeavours to give to the students. The **helicopter** below the open book is a symbol of the institution's eternal commitment to the pursuit of knowledge in its effort to usher in a better kind of life to the people around. The **radiant circle** at the centre of the emblem stands for the resplendent sun full of light and life and it in turn represents the institution which is to function as a light and life giver to the people of the district. The words "Truth Liberates" engraved inside the circle neatly sum up the mission of the institution. It is our mission to liberate people by giving them the light of knowledge. At the bottom of the emblem is presented **the terrain of Idukki** where the institution is located. It stresses the fact that St. Joseph's College, Moolamattom is to serve as a light of knowledge in the district of Idukki.

##### 5. College Motto '*Truth Liberates*'

The college motto is taken from the Bible. Jesus tells the Jews, *You will know the truth and the truth will*

*make you free.* Jesus here highlights the fact that the only way to ultimate freedom is ultimate truth. The Hindu prays, *Asathoma Sath Gamaya.* Buddha exhorts, *Hold to the truth within yourselves as to the only lamp.* The Quran proclaims that *God is truth.* To Gandhiji, the Father of the Nation, all his life was an experiment with truth. Truth is always associated with knowledge.

It is knowledge that dispels the darkness of ignorance and fills the heart of man with the light of truth. The institution is committed to the liberation of the taught by providing them with the truth of knowledge. True knowledge sought in a spirit of enquiry matures the mind and liberates the soul. Ultimate truth is ultimate reality and those who devote themselves to it become free within and without.

## 6. Management

The college is managed by the St. Joseph's Province, Kottayam of the CMI Congregation. The Provincial is the Manager of the college and the Prior of the St. Joseph's Monastery at Arakulam is the Local Manager. The general management of the college is vested in the Governing Body whose ex-officio president is the Manager. Other members are appointed by the Manager in accordance with the bye-law of the Governing Body.

## 7. Milestones in the Annals

- |      |        |  |
|------|--------|--|
| 1981 | July   | - College sanctioned by the Govt. of Kerala                    |
|      | August | - University of Kerala approved the affiliation of the college |

## ST. JOSEPH'S COLLEGE, MOOLAMATTON

- September - Third and Fourth Groups of Pre Degree classes started in the Parish Hall of Arakulam Puthenpally.  
Rev. Dr. Thomas V. Kalarickal CMI appointed as the first Principal of the college.
- November - Formal Inauguration of the college and laying the foundation stone for the college.
- 1982 June - Classes shifted to the new building.  
August - First and Second groups of the Pre-Degree class started.
- 1983 March - Rev. Fr. Aloysius CMI appointed as Principal.
- 1990 April - Rev. Fr. K.C. Chandy CMI appointed as Principal
- 1991 October - College up-graded with a graduation course in Chemistry
- 1993 September - B. A. Economics started
- 1995 September - B. B. M. started
- 1996 June - Rev. Dr. Emmanuel Jose Joseph CMI appointed as Principal
- 1998 December - B. Sc. Physics (V) Applied Electronics started
- 1999 November - College elevated to the status of a Senior College with a post graduation course in Chemistry
- 2001 November - B. A. English (V) Copy Editor started
- 2002 April - Rev. Dr. C. J. Paul CMI appointed as Principal
- 2002 November - M. A. Economics (Self-financing) started, B. Com with Computer sanctioned

## ST. JOSEPH'S COLLEGE, MOOLAMATTON

- 2003 February - College included under 2 (f) and 12-B of the UGC Act.
- 2005 February - College accredited with a B+ Grade (78%)
- 2005 July - Rev. Fr. Thomas Maliyackal CMI appointed as Principal
- 2005 August - MSW Course Commenced
- 2008 July - NCC Unit - started functioning
- 2009 June - Rev. Dr. Gilson John CMI appointed as Principal
- 2010 January - St. Chavara Memorial Talk Started
- 2012 January - Canteen Block Inaugurated
- 2012 September - NAAC Re-Accreditation with B Grade (2.82 points)
- 2012 October - Chavara Hall Opened
- 2013 July - BCom -Taxation started
- 2013 August - MCom Started
- 2014 February - Laying the foundation stone for the St. Chavara Block by Rev. Fr. Josekutty Padinjarepeedika CMI (Provincial)
- 2014 July - BSc Maths & MA English started
- 2015 July - BBA started
- 2015 July - St. Chavara Block opened by Rev. Dr. George Edayadiyil CMI (Provincial)
- 2017 May - Rev. Dr. Gilson John CMI retired as Principal
- 2017 June - Dr. George V. Thomas appointed as Principal
- 2018 August - Re-accredited with A Grade by NAAC (3.12 points)
- 2019 March - Dr. George V. Thomas retired as Principal
- 2019 April - Dr. Saju M. Sebastian appointed as Principal
- 2020 March - Dr. Saju M Sebastian reitred as Principal
- 2020 April - Dr. Ebey P. Koshy appointed as Principal

### 8. Succession List *Managers*

1. Rev. Fr. Colombiere CMI - 1981-1983
2. Rev. Dr. J. S. Thekkumkal CMI - 1983-1984

## ST. JOSEPH'S COLLEGE, MOOLAMATTON

3. Rev. Dr. Thomas Aykara CMI - 1984-1987
4. Rev. Fr. James Narithookkil CMI - 1987-1993
5. Rev. Dr. James Aerttheyil CMI - 1993-1996
6. Rev. Fr. Job Vallippalam CMI - 1996-1999
7. Rev. Fr. Mathew Cheeramkuzhy CMI - 1999-2002
8. Rev. Fr. Joseph Vadakkan CMI - 2002-2005
9. Rev. Dr. James Aerttheyil CMI - 2005-2008
10. Rev. Fr. Sebastian Elanjikal CMI - 2008-2011
11. Rev. Fr. Josekutty Padinjarepeedika CMI - 2011-2014
12. Rev. Dr. George Edayadiyil CMI - 2014-2017
13. Rev. Fr. Sebastian Elanjikkal CMI - 2017-2020
14. Rev. Dr. George Edayadiyil CMI - 2020-

### *Local Managers*

1. Rev. Fr. Abraham Perikalakkad CMI - 1981-1982
2. Rev. Fr. Mathew Velamkunnel CMI - 1982-1984
3. Rev. Fr. Christopher Thayil CMI - 1984-1987
4. Rev. Fr. Aiden Kulathinal CMI - 1987-1990
5. Rev. Dr. Emmanuel Jose Joseph CMI - 1990-1993
6. Rev. Fr. Leopold Ottaplackal CMI - 1993-1996
7. Rev. Fr. Cheriachen Kattakkayam CMI - 1996-1999
8. Rev. Fr. James Vazhanackal CMI - 1999-2002
9. Rev. Fr. Lukose Thonakarapara CMI. - 2002-2005
10. Rev. Fr. James Vazhanackal CMI - 2005 -2011
11. Rev. Dr. James Aertthayil CMI - 2011-2014
12. Rev. Fr. George Mattathil CMI - 2014-2017
13. Rev. Dr. Jose Nedumpara CMI - 2017-2020
14. Rev. Dr. Thomas George CMI - 2020-

### *Principals*

1. Rev. Dr. Thomas Kalarickal CMI - 1981-1983
2. Rev. Fr. P. V. Aloysius CMI - 1983-1990
3. Rev. Fr. K.C. Chandy CMI - 1990-1996
4. Rev. Dr. Emmanuel Jose Joseph CMI - 1996-2002
5. Rev. Dr. C. J. Paul CMI - 2002-2005

6. Rev. Fr. Thomas Maliyackal CMI - 2005-2009
7. Rev. Dr. Gilson John CMI - 2009-2017
8. Dr. George V. Thomas - 2017-2019
9. Dr. Saju M. Sebastian - 2019-2020
10. Dr. Ebey P. Koshy - 2020-

## II PROGRAMMES AND COURSES

### 1. THREE-YEAR UNDER GRADUATE PROGRAMMES

**Common course I English**

**Common course II Malayalam/Hindi**

#### Core and Complementary Courses

##### **BSc**

1. **Chemistry** (Core)  
Physics and Mathematics (Complementary)
2. **Physics** (Vocational Core - Applied Electronics)  
Mathematics (Complementary)
3. **Mathematics** (Core)  
Physics and Statistics (Complementary)

##### **BA**

1. **Economics** (Core)  
History and Psychology (Complementary)
2. **English** (Vocational Core - Copy Editor)  
Computer Applications (Complementary)

**BBM** Business Management and Financial Accounting

**BCom** 1. **BCom (V) Computer Applications**- Model II  
(Self-financing)

2. **BCom Taxation** - Model I (Self-financing)

**BBA** Business Administration - Model III  
(Self-financing)

### 2. TWO YEAR POSTGRADUATE PROGRAMMES

1. **MSc Chemistry**
2. **MA English**
3. **MSW (Medical & Psychiatric, Child and Family Welfare)** (Self-financing)
4. **MCom (Finance)** ( Self-financing)



**3. DOCTORAL PROGRAMMES - Chemistry**

**4. CAREER-ORIENTED VALUE ADDED COURSES**

1. English Communication and Life Skill Training (English)
2. Interactive Skill Development (BBM)
3. Life Skill Training for Women (Women Cell)

**5. CERTIFICATE COURSES**

1. Certificate Course on Library and Information Science
2. Graphic Designing
3. Microsoft Office

**6. OPEN COURSES OFFERED**

Chemistry

Chemistry in Everyday Life

Physics

Physics in Daily Life

Mathematics

Applicable Mathematics

Economics

Fundamentals of Economics

English

Appreciating Films

Physical Education

Physical Health and Life Skills Education

Management Studies

Modern Banking Practices

## Course Content UG

Semester - I		Semester I - Core / Complementary				
Common Courses		Programme	Code	Title		
<b>Course Code and Title</b> EN1CCT01-Fine Tune Your English EN1CCT02- Pearls form the Deep ML1 CCT 01 - katha Sahithyam HN1CCT01- Prose & One Act Plays	<b>Course Code and Title</b> EN1CCT01 - Fine Tune Your English ML1CCT09 Katha Kavitha ML1CCT07- Kadha- Novel HN1CCT01- Poetry and One act Play(Phy) ML1 CCT 01	<b>Course Code and Title</b> EN1CCT01 - Fine Tune Your English ML1CCT09 Katha Kavitha ML1CCT07- Kadha- Novel HN1CCT01- Poetry and One act Play(Phy) ML1 CCT 01	<b>Course Code and Title</b> EN1CCT01- Drama and Long Poem (Eng)	BSc Chemistry	CH1CRT01	General and Analytical Chemistry
					CH2CRP01	Volumetric Analysis
					PH1CMT02	Properties of Matter and Thermo Dynamics
						Complementary Physics Practical
						Partial Differentiation Matrices
					MM1CMT01	Trigonometry & Numerical Methods
				BSc Maths	MM1CRT01	Foundation of Mathematics
					ST1CMT01	Statistics-Descriptive Statistics
					PH1CMT01	Properties of Matter & Error Analysis
				BA Economics	EC1CRT01	Perspectives and Methology of Economics
	HY1CMT02	Social Formations in Pre-modern India				
<b>Course Code and Title</b> EN1CCT01 - Fine Tune Your English ML1CCT09 Katha Kavitha ML1CCT07- Kadha- Novel HN1CCT01- Poetry and One act Play(Phy) ML1 CCT 01	<b>Course Code and Title</b> EN1CCT01 - Fine Tune Your English ML1CCT09 Katha Kavitha ML1CCT07- Kadha- Novel HN1CCT01- Poetry and One act Play(Phy) ML1 CCT 01	<b>Course Code and Title</b> EN1CCT01- Drama and Long Poem (Eng)	BSc Physics (V)	PH1CRT01	Methodology & Perspectives of Physics	
				AE1VOT01	Principle of Electronic Components	
				AE1VOT02	Electronic Applications	
				AE2VOP01(P)	Basic and Power Electronics	
				MM1CMT01	Partial Differentiation Matrices, Trigonometry	
			BA English (V)	EN1CRT01	Methodology for Studying Literature	
				EN1CMT01	English for Copy Editing	
				EN1VOT01	Information Technology and Computer Applications	
			BBM	BM1CRT01	Management Methodology	
				BM1CRT02	Soft Skill Management	
	BM1CMT03	Business Mathematics -1				
	BM1CMT04	Business Statistics-1				
<b>Course Code and Title</b> EN1CCT01 Fine Tune Your English ML1CCT05 Kathayam Kavithayum ML1CCT11 Katha, Kavitha, Nadakam HN1CCT01- Prose and Mass Media (Tax) HN1CCT 01 - Prose Commercial Correspondance and Ttranslation (com)	<b>Course Code and Title</b> EN1CCT01 - Fine Tune Your English ML1CCT05 Kathayam Kavithayum ML1CCT11 Katha, Kavitha, Nadakam HN1CCT01- Prose and Mass Media (Tax) HN1CCT 01 - Prose Commercial Correspondance and Ttranslation (com)	<b>Course Code and Title</b> EN1CCT01- Drama and Long Poem (Eng)	B. Com Tax	CO1CRT02	Financial Accounting-1	
				CO1CRT03	Corporate Regulations & Administration	
				CO1CRT04	Banking and Insurance	
				CO1CRT01	Demensions & Methodology of Business Studies	
			B. Com Computer	CO1CRT02	Financial Accounting I	
				COICRT 03	Corporate Regulations of Administration	
				COICRT 04	Banking and Insurance	
				BA1CRT01	Principles & Methodology of Management	
				BA1CRT02	Bussiness Accounting	
			BBA	BA1CMT03	Fundamentals of Business Mattheatics	
	BA1CMT04	Fundamentals of Business Statistics				

## ST. JOSEPH'S COLLEGE, MOOLAMATTON

Semester - II			Semester II - Core / Complementary				
Common Courses			Programme	Code	Title		
Course Code and Title EN2CCT03 Issues that Matter EN2CCT04 Savoring the Classics	ML2 CCT02 Kavitha HN2CCT02 Short Stories & Novel		BSc Chemistry		Volumetric Analysis		
				PH2CMT02	Mechanics & Super Conductivity		
				MM2CMT02	Integral Calculas & Differential Equations		
			BSc Maths	MM2CRT01	Analytic Geometri, Trigonometri & Differential Calculus		
				PH2CMT01	Mechanics & Astro Physics		
				ST2CMT02	Probability Theory		
			BA Economics	PH2CMP01	Physics Practical- I		
				EC2CRT02	Micro Economic Analysis-1		
Course Code and Title EN2CCT03 Issues that Matter ML2CCT08 Kathayum Nadakavum	ML2CCT010 Gadhya Parichayam HN2CCT02 - Prose & Short Stories (Phy) HN2CCT02 - Prose & Poetry		BSc Physics (V)	PH2CRP01(P)	Mechanics & Properties of Matter		
				AE2VOT03	Basics of Power Electronics		
				MM2CMT02	Integral Calculus and Differential Equations		
				AE2VOT04,	Power Electronics		
				AE2VOP01(P)	Basic and Power Electronics		
			BA English (V)	EN2CRT02	Introducing Language & Literature		
				EN2CMT02	English for Copy Editing		
				EN2VOT02	Computer Applications & DTP		
			BBM	BM2CRT06	Financial Accounting		
				BM2CRT07	Entrepreneurship Development		
BM2CMT08	Business Mathematics II						
BM2CMT09	Business Statistics II						
Course Code and Title EN2CCT06 Athma Katha - Lekhanam ML2CCT12 Gadyam, Yathravivaranam HN2CCT02- Poetry Commercial Correspondance& Translation(Tax) HN2CCT02 - Proerty & Mass Media (Comp)			B. Com Tax	CO2CRT04	Financial Accounting II		
				CO2CRT05	Business Regulatory Framework		
				CO2CRT06	Business Management		
				CO2CMT02	Principles of Business Decisions		
			B. Com Computer	CO2CRT04	Financial Accounting II		
				CO2CRT05	Business Regulatory Framework		
				CO2CRT06	Business Management		
				CO2CMT02	Principles of Business Decisions		
			BBA	BA2CRT06	Cost and Management Accounting		
				BA2CRT07	Business Communication		
BA2CMT08	Mathematics for Management						
BA2CMT09	Statistics for Management						

# ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Semester - III		Semester III - Core / Complementary								
Common Courses		Programme	Code	Title						
<b>Course Code and Title</b>	EN3CCCT05 Literature and as/ Identity	ML3CCT03 Drisyakala Sahityam (MALAYALAM)	HN3CCCT03 Poetry, Grammar & Transl. (HINDI)	BSc Chemistry	CH3CRT03	Organic Chemistry 1				
					CH4CRP02	Qualitative Organic Analysis				
					MM3CMT01	Vector Calculus, Analytic Geometry and Abstract Algebra				
						Complementary Physics				
						Physics Practical				
				BSc Maths	MM3CRT01	Calculus				
					PH3CMT01	MODERN PHYSICS AND ELECTRONICS				
					ST3CMT03	Probability Distributions				
				B.A Economics	EC3CRT03	Micro Economics Analysis - 2				
					EC3CRT04	Economic Growth and Development				
					PY1CMT01	Understanding Psychology				
				<b>Course Code and Title</b>	EN3CCCT05 Literature and as/Identity (Physics & English)			BSc Physics (V)	PH3CRT03	Optics , Laser and Fiber optics
									MM3CMT01	Vector Calculus, Analytic Geometry and Abstract Algebra
									AE3VOT05	Microprocessor and Interfacing Devices
									AE3VOT06	Communication Electronics
PH4CRP02	Core practical 2 :Optics and Semiconductor Physics									
AE4VOP02	Voc Pra 2:Microprocessor & Linear Integrated Circuits									
AE4VOP03	Voc. Prac. 3 Microprocessor & Commn. Electronics									
BA English (V)	EN3CRT03	Harmony of Prose								
	EN3CRT04	Symphony of Verse								
	EN3CMT03	Evolution of Literary Movements								
BBM	EN03BD902	Copy Editing: An Overview								
	BM3CRT11	Corporate Accounting								
	BM3CRT12	Corporate Laws								
	BM3CRT13	Human Resource Management								
	BM3CRT14	Retail Management								
	BM3CMT15	Business Informatics								
<b>Course Code and Title</b>	Gems of Imagination (BComTax)	EN3CCCT05 Literature and / as Identity (BCom Computer)		B. Com Tax	CO3CRT07	Corporate Accounting 1				
					CO3CRT08	Quantitative Techniques for Business 1				
					CO3CRT09	Financial Markets and Operations				
					CO3CRT10	Marketing Management				
					CO3OCT01	Goods and Services Tax				
				B. Com Computer	CO3CRT07	Corporate Accounting 1				
					CO3CRT08	Quantitative Techniques for Business 1				
					CO3CRT09	Financial Markets and Operations				
					CO3CRT10	Marketing Management				
					CO3OCT02	Information Technology for Business ( T )				
					CO3OCT01	Information Technology for Business ( P )				
				BBA	BA3CRT11	Human Resource Management				
					BA3CRT12	Marketing Management				
					BA3CRT13	Research Methodology				
					BA3CMT14	Business Laws				
BA3PRP15	Personality Dvlpt & Managmnt Skills (Minor Projects)									

## ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Semester - IV		Semester IV - Core / Complementary				
Common		Programme	Code	Title		
<b>Course Code and Title</b>	EN4CCT06 Illuminations ML4CCT04 Malayala Gadya Rachanakal (MALA.) HN4CCT04 Drama and Long Poem (HINDI)	BSc Chemistry	CH4CRT04	Organic Chemistry 2		
			CH4CRP02	Qualitative Organic Analysis		
			MM4CMT01	Fourier Series, Laplace Transforms and Complex Analysis		
				Complementary Physics		
				Physics Practical		
		BSc Maths	MM4CRT01	Vector Calculus ,Theory of No. & Laplace Transform		
			PH4CMT01	Physics- Optics and Electricity		
			ST4CMT04	Statistics-Statistical Inference		
			PH4CMP02	Physics-Practical-II		
		BA Economics	EC4CRT05	Macro Economics 1		
			EC4CRT06	Public Economics		
			PY1CMT02	Psychology of Individual Differences		
		<b>Course Code and Title</b>	EN4CCT06 Illuminations (Physics & English)	BSc Physics (V)	PH4CRT04	Semiconductor Physics
					MM4CMT01	Fourier Series, Laplace Transforms and Complex Analysis
					AE4VOT07	Linear Integrated Circuits
AE4VOT08	Applications of Microprocessors					
PH4CRP02	Core Prac 2 : Optics and Semiconductor Physics					
AE4VOP02	Voc Prac 2: Microprocessor & Linear Integrated Circuits					
AE4VOP03	Voc Prac 3: Microprocessor & Commn. Electronics					
B.A English	EN4CRT05			Modes of Fiction		
	EN4CRT06			Language and Linguistics		
	EN4CMT04			The Evltn of Lirty Movmts: The cross currents of change		
	EN4VOT06			The Techniques of Copy Editing		
BBM	BM4CRT16			Cost Accounting		
	BM4CRT17			Commercial Laws		
	BM4CRT18			Compensation And Perfomance Management		
	BM4CRT19			Managerial Economics		
	BM4CMT20			Computerised Accounting		
<b>Course Code and Title</b>	Common Course English (BCom Tax) EN4CCT06 Illuminations (BCom Computer)			B. Com Tax	CO4CRT11	Corporate Accounting 2
					CO4CRT12	Quantitative Techniques For Business 2
					CO4CRT13	Entrepreneurship Development And Project Management
					CO4OCT01	Financial Services
		B. Com Computer	CO4CRT11	Corporate Accounting 2		
			CO4CRT12	Quantitative Techniques For Business 2		
			CO4CRT13	Entrepreneurship Development And Project Management		
			CO4OCT01	Information Technology For Office (Theory)		
		BBA	CO4OCT01	Information Technology For Office (Practical)		
			BA4CRT16	Financial management		
BA4CRT17	Managerial Economics					
BA4CRT18	Entrepreneurship					
BA4CMT19	Basic Informatics for Management					
BA4CMT20	Corporate law					

## ST. JOSEPH'S COLLEGE, MOOLAMATTON

Semester V Core / Complementary		
Programme	Code	
BSc Chemistry	CH5CRT05 (T)	Environment, Ecology and Human Rights
	CH6CRP03(P)	Qualitative Inorganic Analysis-
	CH5CRT06 (T)	Organic Chemistry III
	CH6CRP04(P)	Organic Preparation & Basic Laboratory Skills
	CH5CRT07 (T)	Physical Chemistry I
	CH6CRP05(P)	Physical Chemistry Practical
	CH5CRT08 (T)	Physical Chemistry II
	CH6CRP06 (P)	Gravimetric Analysis
	CH5OPT01(OC)	Chemistry in Everyday Life
	CH6PRP01	Project
BSc Maths	MM5CRT01	Mathematical Analysis
	MM5CRT02	Differential Equations
	MM5CRT03	Abstract Algebra
	MM5CRT04	Human Rights and Mathematics for Environmental Studies
	MM5OPT02(OC)	Applicable Mathematics
BA Economics	EC5CRT07	Quantitative Techniques
	EC5CRT08	Macro Economics-II
	EC5CRT09	Environmental Economics
	EC5CRT10	Introductory econometrics
	EC5OPT01(OC)	Fundamentals of Economics
BSc Physics (V)	PH5CRT05	Electricity and Electrodynamics
	PH5CRT06	Classical and Quantum Mechanics
	PH5CRT07	Digital Electronics and Programming
	PH5CRT08	Environmental Physics and Human Rights
	PH5OPT0X*(OC)	Physics in Daily Life
	Core Practical III	PH6CRP03- Electricity Magnetism and Laser
	Core Practical IV	PH6CRP04- Digital Electronics
	Core Practical V	PH6CRP05- Thermal Physics, spectroscopy and C++
Core Practical VI	PH6CRP06- Acoustics, Photonics and Advanced Semiconductor	
BA English (v)	EN5CRT01	Environmental Studies and Human Rights
	EN5CRT07	Acts on the Stage
	EN5CRT08	Literary Criticism and Theory
	EN5CRT09	Indian Writing in English
	EN5CROP01	Appreciating Films
BBM	BM5 CRT21	Foundations of Individual Behaviour
	BM5 CRT22	Marketing Management
	BM5 CRT23	Environmental Studies and Human Rights
	BM5 CRT24	Income Tax Law & Practice
	BM5 OPT25 (OC)	Modern Banking
B.Com Tax	COSCRT14	Cost Accounting-1
	COSCRT15	Environment Management and Human Rights
	COSCRT16	Financial Management
	EC5OPT01	Fundamentals of Economics
	CO5OCT01	Income Tax-1
	COSCRT14	Cost Accounting- 1
	COSCMT08	Programming in C (Theory)
	CO5CMP01	Programming in C (Practical)

## ST. JOSEPH'S COLLEGE, MOOLAMATTON

B.Com Computer	CO5CRT15	Environment Management and Human Rights
	CO5OCP01	Computerised Accounting(Theory)
	CO5OCP01	Computerised Accounting(Practical)
	EC5OPT01	Fundamentals of Economics
BBA	BA5CRT21	Organisational Behaviour
	CO5OPO3	Fundamentals of Accounting
	BA5CRT23	Environment Science and Human Rights
	BA5CMT24	Intellectual Property Rights and Industrial Laws
	BA5CRT25	Operations Management
	BA5CRT26	Industrial Relations

## ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Semester VI Core / Complementary		
Programme	Code	Title
BSc Chemistry	CH6CRT09 (T)	Inorganic Chemistry
	CH6CRP03 (P)	Qualitative Inorganic Analysis
	CH6CRT10 (T)	Organic Chemistry IV
	CH6CRP04 (P)	Organic Preparations & Basic Laboratory Skills
	CH6CRT11 (T)	Physical Chemistry III
	CH6CRP05 (P)	Physical Chemistry Practicals
	CH6CRT12 (T)	Physical Chemistry IV
	CH6CRP06 (P)	Gravimetric Analysis
	CH6CBT1.1 (T)	Polymer Chemistry
	CH6PRP01	Project, Industrial visit and comprehensive viva - voce
BSc Maths	MM6CRT01	Real Analysis
	MM6CRT02	Complex Analysis
	MM6CRT03	Complex Analysis
	MM6CRT04	Linear Algebra
	MM6CRT05	Operations Research
	MR6PRT01	Project
BA Economics	EC6CRT11	Quantitative Methods
	EC6CRT12	International Economics
	EC6CRT13	Money & Financial Markets
	EC6CRT14	Indian Economy
	EC6CBT1	Mathematics for Economic Analysis
	EC6PR01	Project
BSc Physics (V)	PH6CRT09	Thermal and Statistical Physics
	PH6CRT10	Relativity and Spectroscopy
	PH6CRT11	Nuclear, Particle and Astrophysics
	PH6CRT12	Solid State Physics
	PH6CBT0X*	Choice Based Course: Computational Physics
	Core Practical III	PH6CRP03- Electricity Magnetism and Laser
	Core Practical IV	PH6CRP04- Digital Electronics
	Core Practical V	PH6CRP05- Thermal Physics, spectroscopy and C++
	Core Practical VI	PH6CRP06- Acoustics, Photonics and Advanced Semiconductor
PH6PRO01	Project and Industrial Visit	
BA English (v)	EN6CBT04	Regional Literatures in Translation
	EN6CRT10	Postcolonial Literatures
	EN6CRT11	Women Writing
	EN6CRT12	American Literature
	EN6CRT13	Modern World Literature
	EN6PR01	Project
BBM	BM6 CRT26	Group Dynamics & Organizational Change
	BM6 CRT27	Investment Management
	BM6 CRT28	Advertisement & Sales Management
	BM6 CBT31	Financial Management
	BM6 CBT34	Income Tax: Assessment & Procedure
	BM6 PRP35	Case Study Development & Analysis/ Project Report
R Com Tax	CO6CRT17	Cost Accounting-1
	CO6CRT18	Advertisement and Sales Management
	CO6CRT19	Auditing and Assurance



B.Com IBA	CO6CRT20	Management Accounting
	CO6OCT01	Income Tax- 2
	CO6PR01	Project & Viva
B.Com Computer	CO6CRT17	Cost Accounting-1
	CO6CRT18	Advertisement and Sales Management
	CO6CMT10	Database Management System(Theory)
	CO6CMP01	Database Management System(Practical)
	CO6CRT20	Management Accounting
	CO6OCT02	Software for Business and Research (theory)
	CO6OCP01	Software for Business and Research (practical)
	CO6PR01	Project & Viva
BBA	BA6OCT27	Investment and Insurance Management
	BA6OCT28	Advertisement and Salesmanship
	BA6CRT29	Strategic Management
	BA6CRT30	Communication Skills and Personality Development
	BA6PRP31	Management Project

## Course Content PG

		Course Code	Title
MSc Chemistry	Semester I	CH 50 01 01	Organometallics and Nuclear Chemistry
		CH 50 01 02	Structural and Molecular Organic Chemistry
		CH 50 01 03	Quantum Chemistry and Group Theory
		CH 50 01 04	Thermodynamics, Kinetic Theory and Statistical Thermodynamics
		CH 50 02 05	Inorganic Chemistry Practical-1
		CH 50 02 06	Organic Chemistry Practical-1
		CH 50 02 07	Physical Chemistry Practical-1
	Semester II	CH 50 02 01	Coordination Chemistry
		CH 50 02 02	Organic Reaction Mechanisms
		CH 50 02 03	Chemical Bonding and Computational Chemistry
		CH 50 02 04	Molecular Spectroscopy
		CH 50 02 05	Inorganic Chemistry Practical-1
		CH 50 02 06	Organic Chemistry Practical-1
		CH 50 02 07	Physical Chemistry Practical-1
	Semester III	CH 50 03 01	Structural Inorganic Chemistry
		CH 50 03 02	Organic Syntheses
		CH 50 03 03	Chemical Kinetics, Surface Chemistry and Crystallography
		CH 50 03 04	Spectroscopic Methods in Chemistry
		CH 01 0405	Inorganic Chemistry Practical-2
		CH 01 0406	Organic Chemistry Practical-2
		CH 01 0407	Physical Chemistry Practical-2
	Semester IV	CH 80 04 01	Advanced Inorganic Chemistry
		CH 80 04 02	Advanced Organic Chemistry
		CH 80 04 03	Advanced Physical Chemistry
		CH 01 0404	Project
		CH 01 0405	Inorganic Chemistry Practical-2
		CH 01 0406	Organic Chemistry Practical-2
		CH 01 0407	Physical Chemistry Practical-2
CH 01 0408		Viva	

		Course Code	Title
M. Com Finance	Semester I	CM010101	Specialised Accounting
		CM010102	Organisational Behaviour
		CM010103	Marketing Management
		CM010104	Management Optimisation Techniques
		CM010105	Methodology for Social Science Research
	Semester II	CM010201	Advanced Corporate Accounting
		CM010202	Human Resource Management
		CM010203	International Business and Finance
		CM010204	Quantitative Techniques
		CM010205	Strategic Mngement
	Semester III	CM010301	Strategic Financial Mngement
		CM010302	Income Tax - Law and Practice
		CM010303	Security Analysis and Portfolio Management
	Semester IV	CM800301	Indirect TaxLaws
		CM010401	Advanced Cost and Management Accounting
		CM010402	Income Tax - Assessment and Procedures
		CM800401	Derivatives and Risk Management
		CM800402	Personal Investment and Behavioural Finance
		CM010403	Project Report
		CM010404	Comprehensive Viva-Voce

## ST. JOSEPH'S COLLEGE, MOOLAMATTOM

	Course Code	Title	
<b>MSW</b>	<b>Semester I</b>	SW010101	Social Sciences for Social Work
		SW010102	Human Growth and Development
		SW010103	History, Philosophy and Fields of Social Work
		SW010104	Social Work Practice with Individuals
		SW010105	Social Work Practice with Communities
		SW010106	Field Practicum
	<b>Semester II</b>	SW010201	Introduction to Abnormal and Social Psychology
		SW010202	Counselling and Psychotherapy
		SW010203	Professional Skills for Social Workers
		SW010204	Social Work practice with Groups
		SW010205	Social Work Research and Statistics
		SW010206	Field Practicum 2
	<b>Semester III</b>	SW010301	Planning and Implementation of Development Projects
		SW010302	Administration of Human Service Organizations
		SW010303	Field Practicum 3
		SW800301	Rural & Urban Community Development
		SW800302	Environment and Disaster Management
		SW800303	Community Health for Development Practice
		SW810301	Social Work Practice With Families
		SW810302	Policies and Programmes for Children and Youth
		SW810303	Population dynamics and Reproductive and Child Health
		SW820301	Clinical Assessment and Diagnosis of Psychiatric Disorders
		SW820302	Social Work in the Field of Health
		SW820303	Health Care Administration and Community Health
	<b>Semester IV</b>	SW010401	Social Legislation and Human Rights
		SW010402	Gerontological Social Work
SW010403		Field Practicum 4	
SW010404		Dissertation	
SW010405		Internship ( After the completion of fourth semester examination)	
SW800401		Human Resource Management for Development Practice	
SW800402		Economic Development: Theory and Practice	
SW810401		Therapeutic Interventions in the field of Family and Child Welfare	
SW810402		Social Work in Education	
SW820401		Social Work Interventions in the field of mental health	
SW820402		School Mental Health and Social Work Practice	
		Comprehensive Viva Voce	

**ST. JOSEPH'S COLLEGE, MOOLAMATTON**

		<b>Course Code</b>	<b>Title</b>
<b>MA English</b>	<b>Semester I</b>	EN010101	Up Until Chaucer : Early Literatures in English
		EN010102	Literatures of the English Renaissance
		EN010103	Literatures of the English Revolution/ Enlightenment
		EN010104	19 <sup>th</sup> Century English Literatures
		EN010105	Literary Criticism
	<b>Semester II</b>	EN010201	Modernity and Modernisms
		EN010202	Postmodernism and Beyond
		EN010203	American Literatures
		EN010204	English Language History and Contemporary Linguistics
		EN010205	Thinking Theory
	<b>Semester III</b>	EN010301	Reading India
		EN010302	Post Colonial Fiction
		EN010303	Body, Text and Performance
		EN010304	Literature and Gender
		EN010305	Ethics in/as Literature
	<b>Semester IV</b>	EN010401	Cultural Studies
		EN010402	Post Colonial Poetry
		EN820401	Modern European Fiction
		EN820402	Modern European Drama
		EN820403	Indian Poetics: Theories and Texts
		Dissertation and Viva	

III. ACADEMIC AND ADMINISTRATIVE STAFF

1. FACULTY MEMBERS - CONTACT DETAILS

<i>Department</i>	<i>Designation</i>	<i>Mobile</i>	<i>E-mail</i>
<b>ENGLISH</b> ( <i>englishjcm@gmail.com</i> )			
1. Mr. Roby Mathew M.A. B.Ed.	(Asst.Prof.)(HOD)	9495612515	roby_mthw@yahoo.co.uk
2. Ms. Roopa Jose M.A.	(Asst.Prof.)	9995436176	roopajose@gmail.com
3. Ms. Sunitha Mathew M.A. B.Ed.	(Asst.Prof.)	9447716195	sunithamathew82@gmail.com
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## IV. RULES AND REGULATIONS

### 1. Discipline

1. The Principal is the ultimate disciplinary authority in the college.
2. Every one should stand at attention at the sound of the prayer bell and continue to remain so till the prayer song ends, wherever he /she be in the college campus.
3. Stand up as the teacher enters and leaves the class. Greet him/ her as he / she enters the class and thank him/ her as he/ she leaves it.
4. Students should not enter or leave a class in session without the teacher's permission.
5. During free hours the students are expected to make use of the library, Computer Lab or go to the retiring room. No one should be found loitering in the veranda during free hours disturbing the classes in progress.
6. In words and deeds students are expected to be most decorous. They should always bear in mind that character formation is the ultimate aim of university education.
7. Every student shall handle the college property with care. Vandalism and destruction of college property will be severely dealt with and material loss will be fully recovered with fine.
8. **Election on the basis of politics is forbidden as per the court order and political activity in the campus is disallowed. Students resorting to strike are strictly warned not to enter any class room. No demonstrations, dharnas and strikes are permissible inside the campus.**
9. Students are not allowed to address the college authorities in a body as such action is subversive.
10. Students are expected to keep the premises of the college tidy, clean and healthy.

11. Every student shall be properly dressed and hair dressed. Students shall not wear shabby or showy clothes.
12. **Smoking, consumption of alcoholic beverages and the use of narcotic drugs are strictly prohibited.**
13. The back veranda of the college is meant exclusively for the girls. Boys are not expected to use it.
14. Any student whose presence in the college is found detrimental to the general well being of the institution shall be removed from the college permanently or temporarily depending upon the gravity of the case.
15. Students should carry at all times college identity card which should be shown to the authorities when demanded.
16. No formal meeting or celebration classwise or otherwise can be arranged without the presence of a teacher.
17. No closed-door function or celebration is allowed in the absence of teachers.
18. **The use of cell phone is strictly forbidden inside the campus.**
19. No type of fund raising by the students should be permitted, as these practices lead to extortion and misuse of funds.
20. **Bike race / Motor car race/ Elephant procession or similar activities shall not be permitted inside the campus.**
21. **No type of vehicles shall be used during celebrations inside the College campus.**
22. All celebrations in the campus will be under the supervision of the principal or the staff designated by the principal.
23. Students will be allowed to bring their vehicles only up to the designated parking area. Entry beyond that point is strictly prohibited.
24. The use of two wheeler for 1st year students and four wheeler for all students are strictly restricted inside the campus.

25. Students availing public bus service are to maintain queue system while boarding the bus.
26. **The Principal reserves the right to refuse admission to any applicant for any course without explicating any reason, if he/ she feels that admission of that person is detrimental to the interest and discipline of the college.**
27. In the interest of the institutions and for the sake of discipline, the principal is entitled to take any punitive action on any student for his/her misconduct.
28. Misconduct shall include :
  - \* Not attending classes without sufficient reason
  - \* Disrespectful behaviour towards the staff
  - \* Provoking students to strike and participating in strike in the college.
  - \* Loitering in the Verandas during free hours and creating disturbance to the classes in progress.
  - \* Organizing tours without the permission of the principal.
  - \* Blocking gates/doors or passages which would restrict the mobility of staff and students in the college.
  - \* Involvement in manhandling or harassing fellow students.
  - \* Disturbing the programmes and functions in the auditorium by shouting , howling or dancing.
  - \* Resorting to any kind of malpractice in the examinations.
  - \* Scribbling offensive, abusive or obscene words or figures on black boards or any kind of writing on the walls or other places in the college or in the college campus.
- 29 Students have to occupy their seats by the second bell at the commencement of morning and afternoon sessions. The teachers will be present in the class before the third bell . Observance of strict silence during morning prayer is compulsory.

30. Every student must wear their uniform on Monday, Wednesday and Friday.
31. Every student has to wear their Identity Card when they are in the college campus.
32. There shall be a Class Council for every class comprising HOD, Tutor, Parent and Student representatives. The Council is responsible for monitoring and regulating the general discipline in the class concerned. The decision of the HOD is final in any matter of dispute.

## **2. Mahatma Gandhi University Students' Code of Conduct - Rules 2005 - Extracts**

### **i. Prohibition on Political Activity inside the Campus**

- (a) No student of a college shall get involved in any political activity by himself or abet the said activity to be carried on by fellow students inside the campus in any manner whatsoever and any such activity is hereby banned inside the campus
- (b) Taking part in any political activity by organising students or to cause gatherings inside the college campus for the purpose of doing any activities as defined in Rule 4 (6) shall constitute serious indiscipline. Every member of such a gathering shall be individually liable and responsible for the gross indiscipline in this regard and Principal shall have the power to take disciplinary action against students who indulge in the aforesaid activities.
- (c) It shall constitute gross indiscipline to call for and appeal to strike based on policies and ideologies that may be preached by the political parties or their sister organisations or students wings. The participants in the strike aforesaid shall be dealt with by the disciplinary authority and they shall be imposed appropriate punishment as provided in these rules.

- (d) No student of a college shall stage or indulge in any activity like Dharna, Gherao, obstructing entry to and from any class room, office, hall or other places inside the campus and such activities shall be treated as misconduct.
- (e) No student shall shout slogans inside the class rooms, office or any other place inside the campus and obstruct and interfere or cause disturbance and nuisance to the ordinary functioning of the institution.

These activities shall be treated as misconduct.

## **ii. Procedure for Imposition of Punishment**

- (a) The Principal of the college shall be the disciplinary authority in respect of the students in the college.
- (b) If, it comes to the notice of the Principal that a student or a class of students have committed misconduct as referred to in Rule 1 above and that the Principal is satisfied that there is prima facie enough material in the allegation against the delinquent student, he shall immediately pass an order suspending student/students from the college.
- (c) If the Principal is satisfied that the delinquency alleged in the complaint requires further investigation inquiry, he shall report the matter to the College Council. After reporting the matter and after seeking the views of the Council referred to above the Principal shall appoint a competent teacher/teachers to inquire into the matter and to submit the report immediately.
- (d) The Inquiry Officer so appointed shall conduct inquiry without delay after gathering oral or written evidence from the complainant as well as person against whom the allegations/delinquency were made. The Inquiry Officer also shall give fair and responsible opportunity to all the parties and shall submit a report to the Principal without unnecessary delay. After the receipt of the report, the Principal shall consider the report and take appropriate



action, which he deems fit including the imposition of the following punishments.

1. Imposition of fine
2. Issuance of compulsory transfer certificate
3. Dismissal from the college.

In the event of imposition of dismissal or compulsory issuance of transfer certificate, the Principal shall forward the order along with the report to the University.

### iii. **Prohibition of Damage to Property**

The student shall not disfigure the classrooms, compound walls, or other buildings, inside the college campus by pasting posters or writing on the walls in connection with any activity. They shall not damage or destroy any furniture, equipments and other materials inside the college campus. In the event of any student indulging in any such activities, a fine shall be imposed on him, to be fixed by the Principal of the college after evaluating the extent and magnitude of the damages so caused. The aforesaid imposition of fine is without prejudice to the liability of the delinquent student for prosecution under the provisions of the Indian Penal Code or under the provisions of Prevention of Damage to Public Properties Act. The damage so fixed by the Principal shall be recovered as arrears of land revenue and in the event of non-payment, the recovery proceedings shall be taken against the person responsible.

## 3. **Rules Against Ragging**

കേരള സംസ്ഥാനത്തെ വിദ്യാഭ്യാസ സ്ഥാപനങ്ങളിൽ റാഗിംഗ് നിരോധിച്ചുകൊണ്ടുള്ള 1998-ലെ കേരള റാഗിംഗ് നിരോധന ആക്റ്റിന്റെ പ്രസക്ത ഭാഗങ്ങൾ വിദ്യാർത്ഥികളുടേയും രക്ഷാകർത്താക്കളുടേയും അറിവിലേക്കായി താഴെ കൊടുക്കുന്നു.

2 (ബി) റാഗിംഗ് എന്നാൽ ഏതെങ്കിലും വിദ്യാഭ്യാസ സ്ഥാപനത്തിലെ ഒരു വിദ്യാർത്ഥിയോട് ക്രമവിരുദ്ധമായ പെരുമാറ്റം മൂലം ആ വിദ്യാർത്ഥിക്ക് ശാരീരികമോ മാനസികമോ ആയ പീഡനം ഉണ്ടാകുന്നതോ ഉണ്ടാക്കാൻ സാധ്യതയുള്ളതോ അല്ലെങ്കിൽ ഭയാശങ്കയോ, ഭയപ്പാടോ, അപമാനമോ, ബുദ്ധിമുട്ടോ ഉണ്ടാകുന്നതോ ആയ ഏതെങ്കിലും പ്രവൃത്തി ചെയ്യൽ എന്നർത്ഥമാകുന്നതും, അതിൽ-

(i) അങ്ങനെയുള്ള വിദ്യാർത്ഥിയെ ശല്യപ്പെടുത്തുന്നതോ, അധിക്ഷേപിക്കുന്നതോ, പരിഹസിക്കുന്നതോ, ഉപദ്രവിക്കുന്നതോ; അല്ലെങ്കിൽ

(ii) ഒരു വിദ്യാർത്ഥി സാധാരണഗതിയിൽ സ്വന്തം സ്കൂളിലെ ചെയ്യാൻ ഒരുമ്പെടാത്ത ഏതെങ്കിലും പ്രവൃത്തി ചെയ്യുന്നതിനോ, നിർവ്വഹിക്കുന്നതിനോ ആവശ്യപ്പെടുന്നതോ ഉൾപ്പെടുന്നതാകുന്നു.

3 **റാഗിംഗ് നിരോധനം:** ഏതൊരു വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെയും അകത്തും പുറത്തും റാഗിംഗ് നിരോധിച്ചിരിക്കുന്നു.

4 **റാഗിംഗിനുള്ള ശിക്ഷ:** ഏതെങ്കിലും വിദ്യാഭ്യാസ സ്ഥാപനത്തിനകത്തോ പുറത്തോ റാഗിംഗ് നടത്തുകയോ റാഗിംഗിൽ പങ്കെടുക്കുകയോ അതിനു പ്രേരിപ്പിക്കുകയോ അല്ലെങ്കിൽ റാഗിംഗ് പ്രചരിപ്പിക്കുകയോ ചെയ്യുന്ന ഏതൊരാളും കുറ്റസ്ഥാപനത്തിന് മേൽ, രണ്ടു വർഷം വരെയൊരാലെന്ന കാലയളവിലേക്ക് തടവുശിക്ഷ നൽകി ശിക്ഷിക്കപ്പെടേണ്ടതും അയാൾ പതിനായിരം രൂപ വരെയൊരാലെന്ന പിഴശിക്ഷയ്ക്കും കൂടി വിധേയനാകേണ്ടതുമാണ്

5 **വിദ്യാർത്ഥിയെ പിരിച്ചുവിടൽ:** 4-ാം വകുപ്പിൻ കീഴിലുള്ള ഒരു കുറ്റത്തിന് ശിക്ഷിക്കപ്പെടുന്ന ഏതൊരു വിദ്യാർത്ഥിയെയും വിദ്യാഭ്യാസ സ്ഥാപനത്തിൽ നിന്നും പിരിച്ചുവിടേണ്ടതും അങ്ങനെയുള്ള വിദ്യാർത്ഥിക്ക് പിരിച്ചുവിടൽ ഉത്തരവ് പുറപ്പെടുവിച്ച തീയതി മുതൽ മൂന്നുവർഷക്കാലത്തേക്ക്, മറ്റു യാതൊരു വിദ്യാഭ്യാസ സ്ഥാപനത്തിലും പ്രവേശനനൽകാൻ പാടില്ലാത്തതുമാകുന്നു.

6 **വിദ്യാർത്ഥിയെ സസ്പെൻഡ് ചെയ്യൽ:**

(1) മുൻ പറഞ്ഞ വ്യവസ്ഥകൾക്ക് ഭംഗം വരാതെ, ഒരു വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവിയോട് റാഗിംഗിനെക്കുറിച്ച് ഏതെങ്കിലും വിദ്യാർത്ഥിയോ, അതതു സംഗതിപോലെ,

മാതാപിതാക്കളോ, രക്ഷകർത്താക്കളോ അഥവാ ആ വിദ്യാഭ്യാസ സ്ഥാപനത്തിലെ ഏതെങ്കിലും അദ്ധ്യാപകനോ രേഖാമൂലം പരാതിപ്പെട്ടാൽ ആ വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവി, പരാതി ലഭിച്ചു ഏഴു ദിവസത്തിനകം, പരാതിയിൽ പറഞ്ഞിരിക്കുന്ന സംഗതിയെ സംബന്ധിച്ച് അന്വേഷണം നടത്തേണ്ടതും, പ്രഥമദൃഷ്ട്യ സത്യമുണ്ടെന്ന് കണ്ടാൽ, കുറ്റാരോപണവിയേനായ വിദ്യാർത്ഥിയെ സസ്പെന്റ് ചെയ്യേണ്ടതും, ഉടൻതന്നെ, പ്രസ്തുത പരാതി ആ വിദ്യാഭ്യാസ സ്ഥാപനം സ്ഥിതിചെയ്യുന്ന പ്രദേശത്ത് അധികാരിതയുള്ള പോലീസ് സ്റ്റേഷനിലേക്ക് മേൽ നടപടിക്കായി അയച്ചു കൊടുക്കേണ്ടതുമാണ്.

- (2) (i)-ാം ഉപവകുപ്പിൽ പറഞ്ഞ രീതിയിൽ പരാതി രേഖാമൂലം ലഭിക്കുകയും വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവിയുടെ അന്വേഷണത്തിൽ പ്രഥമദൃഷ്ട്യം പരാതിയിൽ കഴമ്പില്ലായെന്ന് തെളിയുകയും ചെയ്താൽ ഇക്കാര്യം പരാതിക്കാരനെ രേഖാമൂലം അറിയിക്കേണ്ടതാകുന്നു.

7 കുറ്റം ചെയ്യാൻ പ്രേരിപ്പിക്കുന്നതായി കരുതാവുന്നത്: വിദ്യാഭ്യാസസ്ഥാപനത്തിന്റെ മേധാവി 6-ാം വകുപ്പിൽ പറയപ്പെടുന്ന രീതിയിൽ റാഗിംഗിനെക്കുറിച്ചുള്ള ഒരു പരാതിയിന്മേൽ നടപടിയെടുക്കാതിരിക്കുകയോ അഥവാ നടപടി എടുക്കാൻ അനാസ്ഥ കാണിക്കുകയോ ചെയ്യുകയാണെങ്കിൽ അങ്ങനെയുള്ള വ്യക്തി റാഗിംഗ് എന്ന കുറ്റം ചെയ്യാൻ പ്രേരിപ്പിച്ചതായി കരുതപ്പെടേണ്ടതും കുറ്റസ്ഥാപനത്തിന്മേൽ 4-ാം വകുപ്പിൽ വ്യവസ്ഥ ചെയ്തിട്ടുള്ള പ്രകാരം ശിക്ഷിക്കപ്പെടേണ്ടതുമാണ്.

**4. Admission Rules**

- 1. Admission to open Merit and SC/ST quota are done through CAP as per the direction from the University.
- 2. Admission to community and management quota, Sports quota, special reservation for the physically challenged and the differently abled are done at the college level. Application form for these seats can be obtained from the college office.
- 3. The Principal reserves to himself the right to reject admission to any student without reasons.

4. 50% of the seats in each Programme, will be filled in on the basis of merit. 20% of the seats are reserved for SC/ST candidates (SC 15%, ST 5%). 20% of the seats belong to the Management quota and the remaining 10% will be reserved for Syrian Catholic students on the basis of merit.
5. One seat for each degree course is reserved for candidates with at least District level sports records. One percent of the general merit seats is reserved for the physically handicapped in the degree courses. In the P. G. courses one seat for every 20 will be allotted to the sports quota.
6. Qualifying certificates and mark lists once deposited will not be returned except when the students leave the college. Hence they are advised to keep sufficient number of attested copies of these documents.

### **5. Attendance and leave of absence**

1. A working day is divided into two sessions, the morning session of three periods and the afternoon session of two periods.
2. The morning session begins with a prayer .
3. Attendance will be marked at the beginning of each period by the teacher engaging the class.
4. Late comers are not eligible for attendance.
5. Students shall not be absent from any class without the consent of the teacher concerned.
6. A student requiring leave only for a period may be granted such leave by the teacher concerned and for a session by the class teacher. If leave is required for more than one session the student has to obtain a written permission from the Principal in the prescribed form. (The model of the leave application form is given at the end). Application for

leave sanctioned by the Class Teacher and Principal should be submitted to the office.

7. A student who is absent even for a single period will lose the attendance of that whole session.
8. The names of students who absent themselves from the college for more than 15 consecutive working days without satisfactory explanation will be removed from the rolls. They may be re- admitted on payment of the re- admission fee.
9. Attendance in religious and moral instruction classes is compulsory for all students.
10. Students having a minimum of 75% average attendance for all the courses only can register for the examination.
11. Condonation of shortage of attendance to a maximum of 10 days in a semester subject to a maximum of 2 times during the whole period of the programme may be granted by the University on valid grounds. This condonation shall not be counted for internal assessment. However, it should be remembered that condonation is not the right of the student. The Principal may consider the application for condonation only on receipt of satisfactory report from the concerned class teacher and HoD.
12. Benefit of attendance may be granted to students attending University/College union/Co-curricular activities by treating them as present for the days of absence, on production of participation/ attendance certificates, within one week, from competent authorities and endorsed by the Head of the institution. This is limited to a maximum of 10 days per semester and this benefit shall be considered for internal assessment also.
13. Those students who are not eligible even with condonation of shortage of attendance shall repeat the semester along with the next batch after obtaining readmission.

## 6. Payment of Fees

1. Tuition fee will be collected in eight equal instalments, in the month of June, August, September, October, November, December, January and February respectively. The first instalment of fees including the special fees will be collected from the students of the senior classes within a period of seven consecutive working days beginning with the date of reopening of the college. For junior classes the special fees and caution deposit will be collected on the date of admission.
2. Subsequent instalment will be collected from the students before the 7<sup>th</sup> consecutive working day of the month concerned. The principal will fix the due date for collection of fees for each instalment for various classes within the seven consecutive working days.
3. If any student fails to pay the fees or special fees on the date he/she shall be liable to pay a fine of Rs. 5 along with the fees on or before the 10<sup>th</sup> day after the due date. If the 10<sup>th</sup> day happens to be a holiday, the next working day will be counted as the 10<sup>th</sup> day.
4. If the fee with the fine of Rs. 5/- is not paid on or before the last date fixed for the fine of Rs. 5/- an additional fine of Rs.5 will have to be paid. If the fees and the fine of an instalment are not paid before the last opportunity given for payment of that instalment the name of the student will be removed from the rolls of the college with effect from the date following the expiry of this period and the student will not get the benefit of the attendance from the date of removal from the rolls of the college. If the student is to be re-admitted he/she has to remit all the arrears of fees with fine. The re-admitted students will get the benefit of attendance only from the date of re-admission. The last

opportunity for payment of an instalment of fees is defined as the last working day previous to the due date of succeeding instalment.

5. The name of defaulters of an instalment will be published on the notice board after the expiry of the last opportunity fixed for payment.
6. Every student is liable to pay the prescribed fee for the whole term during any part which his/her name is on the rolls of college.
7. Refund of fees once remitted will not be granted.
8. Students belonging to SC and ST who are bonafide subjects of Kerala State are eligible for full fee concession and stipend. They will have to produce a certificate of nativity and community from a revenue officer not below the rank of a Thahasildar.

## **7. College Library**

1. The members of the staff and students of the College are entitled to make use of the College library and reading room.
2. The library and reading room will function from 9.00 a. m. to 4. 30 p.m. on all working days. On holidays other than Sundays and public holidays, the library and reading room remain open from 10.00 am to 4.00 p.m.
3. Strict silence should be observed in and around the library. Students are allowed to take only a note book into the library hall. Other printed materials, bags, laptops, umbrellas etc., should be kept at the entrance.
4. Students should produce their identity cards if demanded by the library staff.
5. Students may take periodicals from the shelf after entering their names in the Periodicals Issue Register. The

periodicals must be put back in the same place after reading. Periodicals will be lent for one day after 15 days of their arrival.

6. The maximum period of loan for books is fixed for 14 days. Students may also take books for reference to be used within the library. Those who fail to return books after 14 days will have to pay a fine of Rs 1.00 per day. If a book is not returned within a month that book will be considered lost.
7. Only two books at a time will be issued to the degree students. The P. G. students may take three books at a time. Issue will be made to them only on the basis of the availability of the books. Students are not allowed to take books from the shelves without the permission of the library staff. They shall not handle books carelessly or put them in a haphazard manner.
8. The members of the staff may keep books (maximum ten) only for fourteen days. Books returned after this period shall incur a fine of Rs. 1.00 per day. Books shall not be lent through messenger but can be returned through them.
9. No person shall tear out, write upon or make any mark in any book or article belonging to the library. A book, if damaged or lost by a member he/she has to pay a fine at the rate of three times the cost of the books.
10. Before leaving the counter the members should examine the book borrowed and report to the library staff any damage found therein. If they fail to do so, they will be held responsible for any damage detected afterwards.
11. The librarian has the right to call for submission of any book at any time.
12. Students shall not exchange their library cards and books borrowed from the library. All the students must return their library cards by the end of their course.



13. Since the library is partially automated, members shall have the facility to e-search for the books and other details.
14. Library attendance will be recorded through biometric system.
15. Students who lost Library Card should pay a fine whenever they apply for their certificates from the office.

## 8. Issue of Certificates

1. A student who has paid all dues to the college is entitled to a Transfer Certificate (T. C.). At the end of an academic year, if progress and conduct have been satisfactory, a conduct certificate may be issued.
2. A student, past or present, desiring to obtain a certificate (Transfer, Course, Conduct, Age, Marks of Identification etc.) shall apply to the Principal in writing stating the year of study and the class number.
3. Every such application shall be submitted along with a search fee of Rs. 10/- for students on the rolls and Rs. 20/- for others. For all such payments a receipt shall be obtained from the accountant.
4. In case a student is expelled from the college for serious misconduct or repeated misbehaviour, his/her T. C. will be sent to the Registrar of the University and the matter will be reported to his / her parent or guardian.
5. Every student should collect his/ her T. C. at the end of his/ her course and produce it when admitted to the next course. T. C. will be issued only against the surrender of identity card.
6. Conduct Certificate is a document which a student has to earn. It is not issued as a matter of right. Conduct Certificate is issued on the basis of an over all evaluation by the teachers concerned.

## 9. Class Teachers

Education is a process that involves enriching the intellect and fine tuning the emotions of the students. This is best achieved with the help of teachers who can act as guides and counsellors to those under their care. Keeping this idea in mind class teachers are assigned for each class and they ensure personal care, attention, guidance, counselling, evaluation and assessment of each student in the class entrusted to their over all supervision and direction.

### A. General Instructions

1. Every teacher in the Department is expected to cooperate his/her utmost in the activities of the various associations and those undertaken by the Department.
2. Every teacher is personally responsible for the discipline of the students. Leave letter should be collected from the absentees and they should be kept in the file meant for it. No student should be allowed to leave the campus after coming into the college without the prior sanction of the class teacher/HOD. The students should not be allowed to collect any money from any student without the sanction of the class teacher or the HOD. Tours and such common programmes should be arranged only under the leadership of the class teacher with the prior sanction of the Principal and the HOD.
3. The HOD and the teachers in the Department may bear in mind that the Principal is ultimately responsible for every thing that happens in the institution. So it is very necessary to inform him of everything that happens in the Department and cooperate with him wholeheartedly for the smooth running of the institution.

## 10. Termly Exams and Internal Evaluation

The performance of every student is subject to a periodical assessment by the teachers concerned in addition to the conventional external examination. The marks awarded to the students in the internal assessment will be forwarded to the University for inclusion in the final mark sheet.

1. There will be two Internal Examinations in a semester.
2. A progress report will be given to the guardian giving details of the progress in studies, classes attended and the remarks of the Principal.
3. Students are not allowed to absent themselves from exams, test papers, compositions and internal assessment.
4. It shall be the duty of each teacher to keep a neat record of the internal tests and assignments of the papers he/she is in-charge of, in the register provided for the purpose. The internal assessment register shall be made available for inspection as and when demanded by the Principal or the HOD.
5. The valued scripts should be given back to the students within a week after the conduct of the tests/assignments and the marks should be entered in the register provided.
6. Common internal exams will be held in the months of July and August for the semesters I, III & V and in the months of January and February for the Semesters II, IV & VI. In addition to the above, weekly testpapers are conducted on a regular basis to improve the result.
7. No student shall be allowed to complete the programme by attending more than 12 continuous semesters.
8. For all courses without practical\*
  - a. Marks of external examination : 80
  - b. Marks of internal evaluation : 20

Internal Evaluation	Marks
Attendance	5
Assignment / Seminar / Viva	5
Test papers (2x5 = 10)	10
Total	20

9. For all courses with practical

a. Marks of external examination : 60

b. Marks of internal evaluation : 15

Internal Evaluation	Marks
Attendance	5
Assignment / Seminar / Viva	2
Test papers (2x4)	8
Total	15

\* However, for certain courses, if any other mode of distribution is prescribed in the syllabus, the marks should be awarded accordingly.

## 11. Grievance Redressal Mechanism

A Grievance Redressal Mechanism operates in the college in order to settle the grievances of the students. It is a three tier system which functions in the following way.

- Tier 1 - Class Teacher
- Tier 2 - Head of the Department
- Tier 3 - Principal/ Principal in consultation with the College Council.

Any matter of complaint / act of indiscipline of student, shall be first submitted to the class teacher concerned and if the complaint is denied of justice he/ she shall approach the HOD. If justice is denied there also, the matter is settled by the Principal.

## 12. Excursion and Study Tours

Excursion and study tours by students are permitted as part of the curricular and co-curricular programme, under the following stipulations.

1. Only final year students are allowed to organise study tour/ excursions.
2. This should be done only with the prior permission of the class teacher, Head of the Department concerned and the Principal and should obtain the prior approval of the Dy. DCE well in advance.
3. Booking of vehicles and arrangements for stay while on tour should be made only after consultation with the authorities concerned.
4. Class teacher and other teachers deputed by the respective Head of the Department or Principal should accompany the students.
5. The maximum number of days for a tour shall be three.
6. Any act of indiscipline including misconduct, smoking, consumption of alcoholic beverages, the use of narcotic drugs and eve teasing while on tour shall be considered an act of indiscipline committed in the campus and will result in punitive action.
7. Every participant should produce the permission letter from their Parents/Guardian five days before the tour.

## V. ASSOCIATIONS AND SERVICES

### 1. Campus Ministry, C. S. M., & Prayer Group

Campus Ministry aims at the spiritual and moral development of the staff and students in the college. It chiefly renders the following services:-

- a) Arranges Devotion to the Sacred Heart, Holy Mass for the Catholic students and Talks for the Non-Catholic students every first Friday.
- b) Holds Annual Retreat and Value Education Talks
- c) A Staff Orientation Programme is arranged to motivate the staff about their great mission.
- d) Runs a unit of the Catholic Students Movement (C.S.M) to inculcate spiritual and moral values in the students.
- e) Regular Prayer Services and Bible Classes are arranged for the students. In the month of October, Catholic students are encouraged to recite the rosary.
- f) The staff and students are encouraged to help financially the destitutes in the neighbourhood.

## **2. Internal Quality Assurance Cell**

An IQAC functions effectively in the College to help the Principal enhance and sustain a culture of quality and excellence in the institution.

## **3. Parent - Teacher Association**

The Parent - Teacher Association gives the guardians of the students an opportunity for participating in the planning and implementation of all matters pertaining to the physical, mental and moral welfare of the students. It also provides a common forum for the parents, teachers and management to discuss matters of importance related to the institution.

## **4. National Service Scheme (NSS)**

The NSS is part of the Youth Welfare programme of the Ministry of Education, Govt. of India. The main objectives of this co-curricular programme is to train the students in community service. The selected students are given special training to engage themselves in constructive social action. They work with, for, and among village people. The NSS works in liaison with local welfare agencies in mitigating

the social problems. Those who successfully complete the training under the scheme will be awarded certificates and are eligible for grace marks for higher studies.

**5. National Cadet Corps (NCC)**

The National Cadet Corps is a National Training Programme aimed at preparing the students for a military career. It endeavours to instil into the minds of the young a spirit of patriotism, sacrifice, discipline and selflessness. A wing of the NCC has started functioning in the college from 2008.

**6. Staff Co-operative Society**

A Co-operative Staff Credit Society is functioning in the college for the welfare of the teaching and non-teaching staff of the college. All the permanent members of the teaching and non-teaching staff are eligible for membership in the society. The society provides facilities for deposit and loans of various kinds.

**7. College Canteen**

A College Canteen is run on contract basis within the campus. The Management monitors its functioning and ensures the quality of its service. Students are not permitted to bring food from outside to the canteen. Students are not allowed to engage in academic activities in the canteen.

**8. Medical Inspection Wing**

All the students on the rolls of the college are medically inspected by a Medical Officer on dates fixed by the Principal.

**9. Career Planning Cell**

The Career Planning Cell endeavours to equip the students with the skills demanded of them by the job market. The Cell arranges classes on personality development and career planning. The cell also makes available to the

students books on general knowledge and journals giving information about job opportunities.

### **10. Women's Cell**

The Women Cell provides a forum to the girl students to come together and discuss their problems. Seminars on topics pertaining to women are arranged periodically. Various competitions are held exclusively for girl students to make them aware of their talents and build in them the much required self-esteem and confidence.

### **11. Counselling Centre**

The Counselling Centre aims at helping the students in growing up spiritually and emotionally. It provides a congenial atmosphere to the students to let off their steam and regain their equipoise.

### **12. Sahithya Vedhi**

Sahithya Vedhi is a cultural forum aimed at developing the artistic and literary talents in the students. It arranges a series of talks related to art and literature for the benefit of the students. Sahithya Vedhi also arranges various competitions like the production of manuscript magazine.

### **13. Department Associations**

An association functions under each department in the college and it caters to the all round development of the students that come under it. Department heads are the directors of the various associations.

### **14. CLUBS**

#### **a. Tourism Club**

The Tourism Club arranges various programmes to highlight the importance and relevance of tourism. Visits to places of natural beauty and historic importance keep the



members always happy and vibrant.

### **b. Entrepreneurship Development Club**

Formation of Entrepreneurship Development Clubs is a novel programme launched by the Industries and Commerce Department of Kerala State in co-operation with Kerala Institute of Entrepreneurship Development. Some of the chief objectives of this club are:

- (i) To inculcate social virtues i.e., trustworthiness, integrity, hard work, discipline, honesty etc. as constituents of entrepreneurship.
- (ii) To sensitize students on the real economic and industrial development of the state.
- (iii) To make them aware of the unlimited developmental potential of the state and to inculcate entrepreneurial culture in the students. The ED Club aims at nurturing the entrepreneurial talents of its members.

### **c. Legal Literacy Cell**

The Legal Literacy Cell provides the students with a forum to discuss legal matters and to acquaint themselves with the common laws of the land and the rights, privileges and immunities each citizen is entitled to.

### **d. Student Service Cell**

A Student Service Cell functions in our college in association with the Student Services of the M.G. University. It arranges talks and seminars of general nature for the welfare of the students.

### **e. Youth Parliament Forum**

The Youth Parliament gives training to students in the customs and conventions of parliamentary democracy and enables them to participate in the district and state level

Model Parliament competitions.

**f. Oratory and Debating Club**

The Oratory Club endeavours to give special training to those students who are interested in developing their rhetorical skills.

**g. Quiz Club**

The Quiz Club arranges various quiz competitions and trains students to represent the college in the various district and university level competitions.

**h. Tagore Forum**

The Tagore Forum functions under the Department of English to foster the literary and histrionic talents of the students. Periodical meetings of the members are arranged and each one is encouraged to engage in any kind of events conducive to bolster his/her self confidence.

**i. CARE**

CARE stands for Community Amelioration and Regeneration Endeavours. It is under the leadership of CARE the college plans and carries out its various extension activities.

**j. CASE**

CASE is the extension and consultancy wing of the Department of Chemistry and it lends advice in the setting of Science Laboratories. It conducts various chemical analyses like soil analysis and arranges programmes aimed at generating interest in Chemistry.

**k. Bus Travellers' Grievance Redressal Cell**

The Cell looks into issues between the bus operators and the students of the college and aims to solve their problems in an amicable manner.

**15. SC/ST and Minority Monitoring Cell**

The College provides special coaching to SC/ST and Minority Students with the generous financial assistance of the UGC. The programme envisages a two-pronged training programme - **Remedial Coaching and Coaching for Entry in Services** - aimed at ensuring social equity and socio-economic mobility of these under privileged sections of the society.

**The Remedial Coaching Scheme** aims at improving the academic skills and linguistic proficiency of the students in various subjects by raising their level of comprehension of such subjects. **The Coaching for Entry in Services** endeavours to equip the SC/ST and minority students with the skills required to perform well in the various competitive examinations conducted by the UPSC, PSC, banks and other public and private undertakings. Classes are arranged for GK, Reasoning, Mathematics, English, computer typing, shorthand, secretarial courses including computer based programmes.

**16. Service Entry Coaching Cell**

College provides special coaching for Post - graduate students in qualifying National Eligibility Test for Lectureship/ JRF. In addition to that, the Cell offers coaching classes and guidance for the UG and PG students in various competitive exams including PSC and UPSC.

**VI. INFRASTRUCTURE FACILITIES**

**1. College Hostel**

The College provides residential facility for men & women. The women's hostel is run by the S.H. Sisters. Men's hostel is run by private individual. Students who do not live with their proper guardians or in the College Hostel must give full details of their lodging to the Principal.

## ST. JOSEPH'S COLLEGE, MOOLAMATTON

Warden : Rev. Sr. Tess Chirayil S.H. (Women's)  
Mr. Alwin Jose Alex (Men's)

### 2. Audio-Visual Room and Language Lab

A well equipped language lab functions in the college to develop the communicative skill of the students in English. The latest technology and software packages are used to impart instructions to the students.

Director : Mr. Roby Mathew

### 3. Computer Centre

The college has a fairly well equipped Computer Centre. It offers short term and long term courses to the staff, students and also to the outsiders.

Director : Rev. Fr. Libin Valiyaparambil CMI

Instructor : Mr. Sijo John

### 4. Other Physical Facilities

- ◆ Indoor Stadium with Multipurpose Synthetic Court
- ◆ Indoor Stadium with Multipurpose Training Facility
- ◆ Yoga Centre
- ◆ Gymnasium
- ◆ Student Service cum Media Centre
- ◆ Two Athletics tracks
- ◆ Obstacle Course for NCC
- ◆ Basket Ball Court
- ◆ Volleyball Court
- ◆ Handball Court

## VII. SCHOLARSHIPS

### 1) University Merit Scholarships

Income limit - Nil

Eligibility - Marks in the qualifying Examination

- 2) **Blind /Physically Handicapped Scholarship**  
Income limit - Rs. 2,50,000/Rs. 4,50,000  
Eligibility - Physical disabilities.
- 3) **Sports Scholarship**  
Income limit - Nil.  
Eligibility - Performance in sports/games.
- 4) **Kerala State Merit Scholarship**  
Income Limit - U.G- Rs. 1,00,000/-  
- P. G- Rs. 1,00,000/-  
Eligibility - Marks in the qualifying examination.
- 5) **Kerala State Higher Education Scholarship**  
Income Limit - Nil  
Eligibility - Marks in the qualifying examination.
- 6) **Central Sector Scholarship**  
Income Limit - UG - Rs 8,00,000/-  
PG - Rs 8,00,000/-  
Eligibility - Marks in the qualifying examination.
- 7) **Merit Cum Means Scholarship**  
Income Limit - U.G- Rs. 2,50,000/-  
- P. G- Rs. 2,50,000/-  
Eligibility - Marks in the qualifying examination.
- 8) **Suvarna Jubilee Merit Scholarship for BPL Category**  
Income Limit - All BPL category UG/PG students  
Eligibility - Marks in the qualifying examination.
- 9) **Post Matric Scholarship for Minority Category**  
Income Limit - Rs. 2,00,000/-  
Eligibility - Marks in the qualifying examination.
- 10) **Vidya Samunnadhi for Forward Community**  
Income Limit - U.G- Rs. 2,00,000/-  
P. G- Rs. 2,00,000/

**11) Snehapoorvam Scholarship**

Applicable to those students (both UG & PG) whose either father or mother or both is/are not alive

**12) Prof. Joseph Mundassery Award to full A+ students in HSE Exam**

Income Limit - Rs. 8,00,000/-

Eligibility - BPL and Minority category

**13) PG Single Girl Child Scholarship**

Twin sisters may also be considered

**14) C. H. Muhammed Koya Scholarship for Girl Students among Latin, Converted Christians and Muslims**

Income Limit - xRs 8,00000

Eligibility - Girls student doing UG/PG

**15) PG Merit Scholarship**

Applicable to those students who got rank/position 1 or 2 in Degree examination, for doing PG Course

**16) Chandy Michael Manjakunnel Memorial Merit Scholarship**

It is instituted by Prof. M.M. Chandy in memory of his beloved father Chandy Michael Manjakunnel. It is awarded to the topper outgoing student in B.Sc. Chemistry.

Income limit - Nil

Eligibility - Marks in the qualifying examination (B. Sc. Chemistry)

**17) P.T.A Cash Awards :** Awarded to the toppers (from each faculty) in the M.G. University Final Year Examination.

**18) Sri. Jose Thomas Velamkunnel Memorial Scholarship**

This award is instituted by the P.T.A to perpetuate the memory of Sri. Jose Thomas (Physical Director) who passed away in his prime plunging the institution in great sorrow. Awarded to the outstanding athletes and sportsmen of the college.

**19) Sri. James Thomas Vengalil Memorial Scholarship**

This award is instituted by the Vengalil family in memory of their son Sri. James who died in an accident while he was studying for B.B.M course in the college. The award is given to the top scorer in the B.B.M. Final Year Examination conducted by the University and to students belonging to low income groups, on merit-cum-means basis.

**20) V. A. Thomas Velamkunnel Memorial Scholarship**

It is instituted by V. T. Thomas Velamkunnel, in memory of his beloved father Sri. V. A. Thomas, for the highest mark scorer in MSW.

**21) St. Chavara Award**

The Award instituted by Dr. Joshy Varghese in honour of St. Kuriakose Elias Chavara for the favours received through his intercession. Rs. 5000/- each is awarded to the Best Outgoing Boy and Girl of the college.

**22) Prof. Thomas Sebastian Pariath Memorial Scholarship**

This scholarship is instituted by Mrs. Ancy Sebastian, Hamilton, Canada, in memory of her beloved husband, Prof. Thomas Sebastian, who was a Professor in the Department of Chemistry in the College during the period 1982-1986. It is awarded to a student of Second year B.Sc. Chemistry on Merit-Cum Means and to the Toppers of First year and Second year M.Sc. Chemistry.

**23) Merit Cum Means Award for Chemistry Students**

It is instituted by a well wisher to give financial assistance to Chemistry Students on merit cum means basis. Rs. 5000/- each will be awarded to two students every year.

**24) Rev. Dr. Gilson John Silver Jubilee Award for Teachers' Publications**

It is instituted by Rev. Dr. Gilson John CMI, former Principal, to commemorate his Silver Jubilee of Priestly

Ordination. It is awarded to the best publication of the staff members of the college.

**25) Dr. Siby Joseph Memorial Charitable Trust Scholarship for Chemistry Student**

It is instituted by Edamala family and Dr. Siby Joseph Memorial Charitable Trust. It is awarded to the toppers in B.Sc and M. Sc Chemistry

**26) Silver Jubilee Scholarship for Economics Toppers**

It is instituted by the Retired Staff and Alumni of the Dept. of Economics, to the topper in Economics University Examinations

**27) K. J. Antony Kollamparambil Memorial Scholarship**

It is instituted by his son Prof. K. A. Thomas (retd. faculty member of the dept.) It is given to the topper in Macro Economics

**28) Award for Topper in Development Economics.**

It is instituted by 1993-1996 batch for the highest mark scorer in Development Economics in the university examination.

**29) Sanoj K A Memorial Scholarship**

It is instituted by 1994-1997 batch in memory of Sanoj K A, a batchmate who died in an accident. It is given to the topper in Statistics in the university examination.

**30) Award for Topper in Econometrics**

It is instituted by 1995-1998 economics batch for the highest mark scorer in Econometrics in the university examination

**31) Award for Topper in Micro Economics**

It is instituted by 1996-1999 economics batch for the highest mark scorer in Micro Economics in the university examination.



**32) Ajitha C K Memorial scholarship**

The award instituted by 1997-2000 batch in memory of Ajitha C K, a batchmate who died in an accident. The award is given to the topper in International Economics in the university examination

**33) Santhosh Kumar P S Memorial Merit cum Means Scholarship for Economics Students**

It is instituted by 1999-2002 economics batch to give financial assistance to economics students on merit cum means basis.

**34) Niyas Ismail Koorappallil Memorial Scholarship**

The award instituted by 2008-2011 batch in memory of Niyas Ismail, a batch mate who died in an accident. It is given to the topper in Indian Economy in the university examination.

## VIII. FACULTY IN COLLEGE BODIES

### 1. Staff Council

1. Dr. Ebey P. Koshy (Principal)
2. Lt. Pramod Joseph (Secretary)
3. Rev. Dr. Thomas George (Physical Education)
4. Mr. Justine Joseph (HOD, Economics)
5. Dr. Sabukutty M.G. (HOD, Mathematics)
6. Dr. Joseph George (HOD, Management Studies)
7. Mr. Roby Mathew (HOD, English)
8. Rev. Dr. Sijo Francis (HOD, Chemistry)
9. Dr. Anju P Mathews (HOD, Physics)
10. Mr. Jimmy George (HOD, Commerce)
11. Ms. Droupathy Devi C.G. (Librarian)
12. Mr. Prince J.Mathew (P.T.A Secretary)

### 2. Chief Information Officer under RTI Act

Rev. Dr. Thomas George CMI

### 3. Research Assessment Committee

1. Dr. Ebey P. Koshy (Principal)
2. Dr. Jobi K. V.
3. Dr. Praveen Joseph
4. Rev. Dr. Sijo Francis
5. Dr. Jose James
6. Dr. Justine Joseph (Psychology)
7. Dr. Jose K. Xavier, Associate Prof., St. Thomas College, Pala (External Expert)

### 4. Strategic Planning Group

1. Rev. Dr. Thomas George CMI (Manager)
2. Dr. Ebey P. Koshy (Principal)
3. Dr. Joseph George (IQAC Coordinator)
4. Dr. Sabukutty M.G. (HOD, Mathematics)

## **ST. JOSEPH'S COLLEGE, MOOLAMATTON**

6. Mr. Justine Joseph (HOD, Economics)
7. Rev. Dr. Sijo Francis (HOD, Chemistry)
8. Mr. Roby Mathew (HOD, English)
9. Dr. Anju P Mathews (HOD, Physics)
10. Ms. Droupathi Devi C. G. (Librarian)
11. Mr. Thomas Sebastian (Supdt)

### **5. Examination Cell**

1. Dr. Praveen Joseph (Superintendent of Examinations)
2. Dr. Anju P Mathews (Coordinator of Internal Exam.)
3. Mr. Abhilash Mathew

### **6. Admissions and Time Table Cell**

1. Mr. Roby Mathew
2. Dr. Jose James

### **7. College Students' Council Staff Advisor**

Dr. Jose James

### **8. Arts Club Coordinators**

1. Ms. Roopa Jose
2. Ms. Sunitha Mathew
3. Mr. Prince J Mathew
4. Ms. Tisha Tomy

### **9. Returning Officer for College Union Election**

Dr. Justine Joseph

### **10. Staff and Department Evaluation Committee**

1. Dr. Sabukutty M.G.
2. Rev. Dr. Thomas George CMI
3. Dr. Joseph George
4. Rev. Dr. Sijo Francis

### **11. Disciplinary Committee**

1. Dr. Ebey P. Koshy ( Principal)

2. Dr. Sabukutty M.G
3. Ms. Sunitha Mathew

**12. Alumni Association**

1. Dr. Sabukutty M.G
2. Mr. Pramod Joseph
3. Rev. Dr. Sijo Francis
4. Dr. Joseph George
5. Dr. Anju P Mathews
6. Mr. Prince J Mathew
7. Mr. Jimmy George

**13. PTA Executive Committee**

1. Dr. Ebey P Koshy
2. Dr. Sabukutty M G
3. Mr. Prince J Mathew
4. Dr. Justine Joseph
5. Mr. Pramod Joseph
6. Dr. Joseph George
7. Rev. Dr. Sijo Francis
8. Mr. Roby Mathew
9. Dr. Anju P Mathews
10. Mr. Jimmy George
11. Mr. Thomas Sebastian
12. Mr. Konthalam Hassan
13. Mr. Sunny K Jacob
14. Mr. Prasanna Kumar
15. Mr. Saju K Mathew
16. Ms. Celine Abraham
17. Mr. Jomon

**14. Staff Cooperative Society**

1. Dr. Joseph George

2. Mr. Thomas Sebastian
3. Ms. Roopa Jose

**15. RUSA/UGC Grants Monitoring Cell**

1. Ms. Droupathi Devi C.G.
2. Dr. Sabukutty M.G.
3. Rev. Dr. Thomas George CMI
4. Mr. Prince J Mathew
5. Dr. Jobi K V

**16. ERP (Enterprise Resource Planning), LMS and System Administration**

1. Rev. Dr. Thomas George CMI
2. Dr. Ebey P Koshy
3. Dr. Sabukutty M.G.
4. Rev. Fr. Libin Valiyaparambil CMI
5. Mr. Sijo John

**17. Grievance Redressal Cell**

1. Dr. Ebey P Koshy
2. Dr. Sabukutty M.G.
3. Rev. Fr. Libin Valiyaparambil CMI

**18. Internal Evaluation Grievance Redressal Cell**

1. Primary Level : Teacher concerned
2. Department Level : HOD, Class Teacher,  
Teacher concerned
3. College Level : Principal and HOD
4. University Level : Pro-Vice Chancellor, Affiliation  
Committee Convener,  
Controller of Examinations.

**19. Teachers' Grievance Redressal Cell**

1. Dr. Ebey P Koshy
2. Dr. Sabukutty M.G.
3. Rev. Fr. Libin Valiyaparambil CMI

**20. Internal Complaints Committee for Prevention of Sexual Harrassment of Women at Work Place**

1. Ms. Sunitha Mathew (Presiding Officer)
2. Ms. Droupathi Devi C.G. (Member)
3. Dr. Joseph George (Member)
4. Ms. Roopa Jose (Member)
5. Ms. Anumol Sebastian (Student Representative)

**21. Anti Ragging Cell**

1. Dr. Ebey P Koshy (Principal)
2. Dr. Sabukutty M.G.
3. Rev. Fr. Libin Valiyaparambil CMI (Bursar)

**22. Ethics and Code of Conduct Committee**

1. Dr. Ebey P Koshy (Principal)
2. Mr. Abhilash Mathew
3. Dr. Anju P Mathews

**23. OER, Copy Right and Plagiarism**

1. Ms. Droupathi Devi C G
2. Mr. Prince J Mathew

**24. Handbook Editorial Board**

1. Ms. Roopa Jose
2. Mr. Prince J Mathew
3. Mr. Thomas Sebastian

**25. College Magazine**

1. Dr. Sobitha Sebastian
2. Rev. Fr. Geo Kannamkulam CMI
3. Mr. Roby Mathew

**26. SC/ST/OBC/Minority Monitoring Cell**

1. Ms. Sunitha Mathew
2. Dr. Anju P Mathews

**27. Tutorial Supervisory Committee**

1. Ms. Deena Paul
2. Ms. Tisha Tomy

**28. Annual Quality Assurance Report (AQAR)**

1. Dr. Joseph George
2. Mr. Roby Mathew
3. Mr. Prince J Mathew

**29. National Institutional Ranking Framework (NIRF)**

1. Dr. Joseph George
2. Ms. Tisha Tomy
3. Mr. Prince J Mathew
4. Ms. Deena Paul
5. Mr. Roby Mathew

**30. All India Survey of Higher Education (AISHE)**

1. Dr. Joseph George
2. Ms. Deena Paul
3. Mr. Roby Mathew
4. Mr. Prince J Mathew
5. Ms. Tisha Tomy

**31. General Coordinators of Programmes**

1. Mr. Roby Mathew
2. Mr. Bibin Mathew Sebastian
3. Mr. Aravind A.S.

**32. Add-On / Certificate / Diploma Courses Coordinators**

1. Dr. Sabukutty M.G.
2. Mr. Roby Mathew
3. Dr. Jobi K.V.

**33. Open Course Coordinator**

1. Dr. Anju P Mathews
2. Mr. Abhilash S Mathew

**34. Staff (Association) Welfare**

1. Dr. Sabukutty M.G.
2. Ms. Deena Paul

**35. Purchase Committee**

1. Mr. Thomas Sebastian
2. Rev. Fr. Libin Valiyaparambil CMI
3. Dr. Sabukutty M.G.
4. Dr. Justine Joseph
5. Dr. Joseph George
6. Mr. Roby Mathew
7. Dr. Sr. Sijo Francis
8. Dr. Anju P Mathews
9. Mr. Manu Kurian
10. Mr. Jimmy George

**36. Library Development Committee**

1. Ms. Droupathi Devi C.G. (Librarian)
2. Rev. Dr. Thomas George CMI
3. Dr. Ebey P. Koshy
4. Dr. Sabukutty M.G.

**37. Computer Lab and Internet Centre (Network Resource Centre)**

1. Rev. Fr. Libin Valiyaparambil CMI
2. Mr. Amal J Azakathu
3. Mr. Sijo John
4. Ms. Mildin Shiji

**38. Website Monitoring Cell**

1. Dr. Sabukutty M.G.
2. Mr. Amal J Azakathu
3. Ms. Droupathi Devi C.G.



- 39. Collaboration and Linkages**
1. Dr. Mathew Kanamala
  2. Dr. Jobi K.V.
- 40. Internal Auditors (Departments and Associations)**
1. Dr. Sabukutty M.G.
  2. Mr. Roby Mathew
- 41. College Log Book Maintenance**
1. Rev. Dr. Sijo Francis
  2. Dr. Jose James
  3. Ms. Jijamol M.P.
- 42. Care taker (Assistive Technology) for the Divyagnjan**
1. Dr. Justin Joseph (Psychology)
  2. Mr. Manu Kurian
- 43. Result Analysis and Updating**
1. Dr. Anju PMathews
  2. Ms. Deena Paul
  3. Ms. Tisha Tomy
- 44. National Academic Depository**
1. Dr. Joseph George
  2. Mr. Anish N.
- 45. MOOC Coordinator**
1. Rev. Dr. Sijo Francis
  2. Ms. Sunitha Mathew
  3. Ms. Deena Paul
- 46. Documentation and Publicity**
1. Ms. Droupathi Devi C.G.
  2. Dr. Sobhitha Sebastian
  3. Dr. Jose James
  4. Mr. Sanu Mathew

**47. Institutional Project Management Team**

1. Dr. Sr. Sijo Francis
2. Dr. Jose James
3. Dr. Praveen Joseph
4. Dr. Mathew Kanamala
5. Mr. Roby Mathew
7. Dr. Jobi K.V.

**48. *Josephine Researcher* Journal Editorial Board**

1. Dr. Jose James
2. Mr. Roby Mathew

**49. Institution Innovation Cell (IIC) & Incubation Centre**

1. Dr. Praveen Joseph
2. Dr. Jose James
3. Dr. Praveen Joseph
4. Dr. Jose James
5. Mr. Abhilash S Mathew
6. Ms. Tisha Tomy

**50. Language Lab**

1. Mr. Roby Mathew
2. Mr. Abhilash S Mathew
3. Mr. Arun Sebastian

**51. Women Grievance Reddressal Cell**

1. Dr. Ebey P Koshy
2. Rev. Fr. Libin Valiyaparambil CMI
3. Ms. Sunitha Mathew
4. Dr. Sobhitha Sebastian

**52. E-content Development and Management Cell**

1. Dr. Sabukutty M.G.
2. Mr. Amal J Azhakathu
3. Mr. Sijo John

**53. Learning Management System**

1. Dr. Praveen Joseph
2. Mr. Amal J Azhakathu

- 54. Student Capacity Building Support Wing**  
1. Dr. Sobhitha Sebastian  
2. Ms. Tisha Tomy
- 55. Stakeholder Feedback Survey Management Team**  
1. Dr. Justin Joseph  
2. Dr. Jobi K.V.
- 56. Project Support and Fund Raising**  
1. Ms. Droupathi Devi C.G.  
2. Ms. Roopa Jose  
3. Dr. Jobi K.V.
- 57. Gender Equality**  
1. Mr. Abhilash S Mathew  
2. Ms. Sunitha Mathew
- 58. Repository of Question Bank**  
1. Ms. Droupathi Devi C.G.
- 59. Renewable Energy Sources**  
1. Dr. Jose James
- 60. NAAC Criterion Committees**  
I Ms. Roopa Jose  
Dr. Praveen Joseph  
II Ms. Sunitha Mathews  
Mr. Aneesh N  
III Rev. Sr. Dr. Sijo Francis  
Dr. Jose James  
IV Ms. Deena Paul  
Ms. Droupathi Devi C.G.  
V Dr. Anju P Mathews  
Dr. Jobi K.V.  
VI Mr. Prince J Mathew  
Ms. Tisha Tomy  
VII Ms. Abhilash S Mathew  
Dr. Sobhitha Sebastian

## **IX. CLUBS / ASSOCIATIONS / CELLS**

### **1. National Cadet Corps (NCC)**

1. Mr. Aneesh N.
2. Ms. Sunitha Mathew
3. Mr. Amal Joseph

### **2. National Service Scheme (NSS)**

1. Ms. Roopa Jose
2. Mr. Abhilash Mathew
3. Mr. Sanu Mathew

### **3. Students Initiative in Palliative Care (SIPC)**

1. Mr. Prince J Mathew
2. Rev. Fr. Lijo K Joseph CMI
3. Mr. Shaiju S.
4. Ms. Anu Siby

### **4. Oratory and Debating Club**

1. Dr. Jose James
2. Rev. Fr. Geo Kannamkulam CMI
3. Ms. Alphonse P Parackal

### **5. Quiz Club**

1. Dr. Jose James
2. Dr. Sobhitha Sebastian
3. Rev. Fr. Geo Kannamkulam CMI

### **6. Sahithyavedhi and St. Chavara Elocution Competition**

1. Dr. Sobhitha Sebastian
2. Rev. Fr. Geo Kannamkulam CMI
3. Ms. Alphonse P Parackal

### **7. Civil Service Forum**

1. Mr. Prince J Mathew
2. Mr. Aravind A.S.

3. Ms. Karthika Muraleedharan

**8. Tourism Club**

1. Dr. Sobhitha Sebastian
2. Rev. Fr. Geo Kannamkulam CMI
3. Mr. Eswara Sarma
4. Ms. Alphonse P Parackal

**9. Walk with a Scholar (WWS)**

1. Mr. Roby Mathew
2. Rev. Dr. Sr. Sijo Francis
3. Ms. Elizabeth George

**10. Scholar Support Programme (SSP)**

1. Dr. Justine Joseph
2. Ms. Reeba George

**11. Additional Skill Acquisition Programme (ASAP)**

1. Ms. Deena Paul
2. Mr. Abhilash S Mathew
3. Ms. Gilu Anna Johny

**12. Unnat Bharat Abhiyan (UBA)**

1. Dr. Anju P Mathews
2. Mr. Abhilash S Mathew

**13. Young Innovators Programme (YIP)**

1. Dr. Jobi K. V.
2. Ms. Tisha Tomy
3. Mr. Abhilash S Mathew
4. Ms. Ashly Jose

**14. Multi-Media and e-learning Centre**

1. Ms. Anju P Mathews
2. Mr. Anish N.
3. Ms. Anu Siby

**15. Nature Club & Birds Club**

1. Ms. Roopa Jose
2. Dr. Chitralkha C.S.
3. Mr. Eswara Sarma
4. Mr. Abin Jose
5. Mr. Arun Sebastian

**16. Career Guidance and Placement Cell**

1. Ms. Sunitha Mathew
2. Ms. Tisha Tomy
3. Dr. Justine Joseph (Psychology)
4. Mr. Amal J Azhakath

**17. Anti-Narcotic Club**

1. Mr. Manu Kurian
2. Dr. Justine Joseph (Psychology)
3. Mr. Abin Jose

**18. Women's Cell**

1. Ms. Sunitha Mathew
2. Ms. Tisha Tomy
3. Ms. Mildin Shiji
4. Ms. Mubeena Sainudheen

**19. Counselling Centre**

1. Dr. Mathew Kanamala
2. Rev. Fr. Lijo K Joseph CMI
3. Rev. Dr. Sr. Sijo Francis
4. Dr. Justine Joseph (Psychology)

**20. Aakasaparavakal**

1. Mr. Manu Kurian
2. Rev. Fr. Lijo K Joseph CMI
3. Mr. Sanu Mathew
4. Ms. Dawna Mariat George

**21. Entrepreneurship Development Club & Capital Analysis**

**Forum**

1. Dr. Joseph George
2. Mr. Jimmy Jose
3. Mr. Abin Jose
4. Ms. Anu Saju
5. Ms. Mareet Paul

**22. Herbal Garden, Bio Diversity Club & Bhoomitra Sena**

1. Ms. Roopa Jose
2. Dr. Chithralekha C.S.
3. Mr. Eswara Sarma
4. Mr. Abin Jose
5. Ms. Ashi Mathew

**23. Yoga and Health Club**

1. Rev. Dr. Thomas George CMI
2. Mr. Jimmy George

**24. Remedial Coaching**

1. Dr. Sobhitha Sebastian
2. Dr. Praveen Joseph
3. Ms. Aswathy Rajan
4. Ms. Shoniya V.V.

**25. Sports and Games**

1. Rev. Dr. Thomas George CMI
2. Mr. Shyju S.
3. Mr. Abin Jose

**26. Coaching for Entry in Service**

1. Dr. Sabukutty M.G.
2. Dr. Jose James
3. Mr. Aravind A.S.
4. Ms. Droupathi Devi C.G.

**27. Journal & Publication Cell**

1. Dr. Jobi K.V.
2. Rev. Fr. Libin Valiyaparambil CMI
3. Dr. Justine Joseph (Psychology)

**28. Campus Ministry, CSM, Prayer Group & Jesus Youth**

1. Rev. Dr. Sr. Sijo Francis
2. Rev. Fr. Geo Kannamkulam CMI
3. Rev. Fr. Libin Valiyaparambil CMI
4. Rev. Fr. Lijo K Joseph CMI
5. Ms. Jaise Mariya George
6. Mr. Tonymon Thomas

**29. Electoral, Human Rights Education & Legal Literacy Cell**

1. Dr. Justine Joseph
2. Mr. Pramod Joseph

**30. Mentoring**

1. Ms. Deena Paul
2. Ms. Tisha Tomy
3. Ms. Mareet Paul
4. Ms. Divyamol Thomas

**31. Scholarship Cell**

1. Dr. Sobhitha Sebastian
2. Ms. Droupathi Devi C.G.
3. Ms. Anu Saju
4. Ms. Blessy Maria Joseph

**32. Student Services and Student Satisfaction Survey**

1. Dr. Justine Joseph (Eco)
2. Rev. Dr. Sr. Sijo Francis
3. Ms. Roopa Jose
4. Mr. Manu Kurian
5. Ms. Dawna Mariat George



**33. Feedback Collection and Feedback Analysis**

1. Dr. Sabukutty M.G.
2. Rev. Dr. Sr. Sijo Francis
3. Ms. Sunitha Mathew
4. Ms. Jibitha C.J.
5. Mr. Abin Jose

**34. Intellectual Property Rights (IPR) and Research Methodology**

1. Ms. Deena Paul
2. Dr. Justine Joseph (Psychology)
3. Ms. Elizabeth George
4. Mr. Bibin Mathew Sebastian

**35. Extension Activities**

1. Mr. Manu Kurian
2. Rev. Fr. Lijo K Joseph CMI
3. Mr. Sanu Mathew
4. Mr. Shaiju S.
5. Ms. Anju Joseph

**36. Campus Radio**

1. Rev. Fr. Geo Kannamkulam CMI
2. Rev. Fr. Libin Valiyaparambil CMI
3. Ms. Tisha Tomy
4. Ms. Jovana Pramod

**37. Tagore Forum**

1. Ms. Roopa Jose
2. Mr. Abhilash S Mathew
3. Ms. Gilu Anna Johny
4. Ms. Elizabeth Mathew

**38. ARMS & Life Line Club**

1. Dr. Mathew Kanamala
2. Mr. Manu Kurian

3. Rev. Fr. Lijo Joseph CMI

**39. Energy and Environment Awareness Club**

1. Ms. Deena Paul
2. Rev. Fr. Libin Valiyaparambil CMI
3. Dr. Praveen Joseph
4. Ms. Jibitha C.J.

**40. NET & Competitive Exams Support Cell**

1. Ms. Droupathy Devi C.G. (Coordinator)
2. Rev. Dr. Sr. Sijo Francis
3. Ms. Roopa Jose
4. Mr. Manu Kurian
5. Mr. Bibin Mathew Sebastian

**41. Music Club**

1. Ms. Tisha Tomy
2. Ms. Mubeena Sainudheen
3. Ms. Jovana Pramod

**42. Dance Club**

1. Ms. Sunitha Mathew
2. Ms. Anu Saju

**43. Theatre Association**

1. Mr. Pramod Joseph
2. Ms. Sunitha Mathew
3. Mr. Abin Jose
4. Ms. Anju Joseph

**44. Film Appreciation Club**

1. Mr. Roby Mathew
2. Mr. Abhilash S Mathew
3. Dr. Mathew Kanamala

**45 Chemistry Association**

Dr. Jose James

**46 Economic Association**

Dr. Justine Joseph

**47. Management Association**

Dr. Joseph George

**48. Commerce Association**

Mr. Jimmy George

**49. BBA Association**

Mr. Abin Jose

**50. Physics Association**

Dr. Anju P Mathews

**51. Mathematics Association**

Dr. Sabukutty M.G.

**52. English Association**

Mr. Roby Mathew

**53. Hindi Association**

Dr. Sobhitha Sebastian

**54. Social Work Association**

Mr. Mathew Kanamala

**X. TELEPHONE DIRECTORY - RETIRED STAFF**

Sl.No.	Name	Phone No.
	<b>Teaching Faculty</b>	
1.	Rev. Fr. K.J. Joseph CMI	15867449158
2.	Re. Fr. P.A. Varkey CMI	9526291316
3.	Rev. Fr. P.V. Aloysius CMI	9349916531
4.	Mr. P.C. Devasia	04862 255175
5.	Rev. Dr. Emmanuel Jose Joseph CMI	0013522261458, 00113523763927
6.	Rev. Fr. K.M. Cheriachan CMI	9961808285
7.	Rev. Fr. K.C. Chandy CMI	9447555202
8.	Rev. Fr. P.M. Joseph CMI	9446744002
9.	Rev. Fr. P.J. Jacob CMI	9497152568
10.	Rev. Dr. C.J. Paul CMI	0019143385986, 0019149490439
11.	Rev. Sr. A.M. Achamma S.H.	8281931307
12.	Dr. Sr. V.A. Marykutty S.H.	8547494253
13.	Dr. Baby Joseph	9496265030
14.	Mr. M.P. Narayanan Nampoodiri	9446212534
15.	Mr. K.A. Thomas	9446806800
16.	Dr. K.C. Jacob	9447813710
17.	Mr. Joseph Justine	9446131410
18.	Dr. V.P. Thomas	9946913162
19.	Mr. Joseph Thomas	9746413766
20.	Dr. Sajjan Jose K.	04862 253190, 9446131290
21.	Mr. Jacob Sebastian	04822 213744, 9447146650

22.	Dr. K.C. Joseph	04822 200385, 9446126184
23.	Rev.Dr. Gilson John CMI	9447576211
24.	Dr. George V. Thomas	9447440737
25.	Dr. C.T. Francis	9446222482
26.	Dr. Saju M Sebastian	9447205649
27.	Dr. Joshy Varghese	9846708606
28.	Dr. Roy Sebastian K.	9995436176

**Non-teaching Staff**

1.	Sri. P.V. Gangatharan	9895861269
2.	Smt. A.A. Chinna	9446549209
3.	Sri. Raveendran M.K	9447828219
4.	Sri. V T Jose	9447395008
5.	Sri. O.E. Michael	9961995165
6.	Sri. C.V. Thoma	9605272950
7.	Sri. K.M. Joseph	9142130347
8.	Smt. Arundhadi MG	9961138470
9.	Sri. Kuruvilla Jacob	9447067743
10.	Sr. Sally Sebastian S.H.	9400667049
11.	Sri. A.A. Baby	04862 253113, 9747775011
12.	Sri. P.V. Chacko	04852 566389, 9847978308
13.	Sri. Markose Mathew	04852 261051, 9946642584
14.	Sri. K.T. Joseph	9447869982
15.	Sri. Johnny Thomas	04862 253672, 9605621209
16.	Sri. Kul Bahadur	9645441838

17.	Smt. Thressiya K.P	9847319642
18.	Sri. Thomas Joseph	9400816271
19.	Sri. T.M. Joseph	9496119659
20.	Sri. K. M. Mathew	9447395147
21.	Sri. K. K. Varghese	9447067893
22.	Sri. Yohannan P.T.	8086801395
23.	Sri. T.T. Mathew	8086988950
24.	Sri. Baby Mathew	9446213160
25.	Sri. Joseph John K.	9142021040

### XI. RETIRED STAFF - SERVICE DETAILS

The institution is immensely indebted to the following members of the teaching and non teaching staff for their valuable service.

#### Teaching Staff

Sl.No.	Name	Designation	Department	Period of Service
1	Rev. Dr. Thomas V. Kalarickal CMI (Expired on 30-04-2010)	Principal	Psychology	23. 09. 81 - 29. 03. 83
2	Rev. Fr. K.J. Joseph CMI	Lecturer	Economics	01. 12. 81 - 06. 06. 83
3	Sri. Jose Thomas, Velamkunnel (Expired on 4-08-1987)	Lecturer	Physical Education	01. 11. 82 - 04. 08. 87
4	Sri. Thomas Sebastian (Expired on 26-12-2012)	Lecturer	Chemistry	01. 11. 82 - 04. 12. 86

5	Rev. Fr. P. A. Varkey CMI	Professor	English	01. 10. 81 - 31. 05. 89
6	Rev. Fr. P. V. Aloysius CMI	Principal	Physics	03. 11. 82 - 31. 03. 93
7	Rev. Fr. V. J. Mathew CMI (Expired on 19-05-2008)	Professor	History	01. 10. 81 - 31. 03. 94
8	Sri. P. C. Devasia	Professor	Malayalam	01. 10. 82 - 31. 03. 97
9	Rev. Dr. Emmanuel Jose Joseph CMI	Principal	English	30. 07. 82 - 31. 03. 02
10	Rev. Fr. M. J. Zacharias CMI (Expired on 03-11-2012)	Sl. Gr.Lect.	Malayalam	01. 12. 81 - 31. 03. 02
11	Rev. Fr. K. M. Cheriachan CMI	Sl. Gr.Lect.	Psychology	21. 06. 83 - 31. 03. 02
12	Rev. Fr. K. C. Chandy CMI	Principal	Physics	08. 09. 83 - 31. 03. 03
13	Rev. Fr. P.M. Joseph CMI	Sl. Gr.Lect.	Phy. Edu.	01. 07. 88 - 31. 03. 03
14	Rev. Fr. P. J. Jacob CMI	Sl. Gr.Lect.	Botany	18. 08. 83 - 31. 03. 03
15	Rev. Dr. C.J. Paul CMI	Principal	Chemistry	21. 06. 83 - 31. 05. 05
16	Rev. Sr. A.M. Achamma S.H.	Sl. Gr. Lect	Physics	24. 10. 83 - 31. 03. 07
17	Rev. Fr. Thomas M. S CMI (Expired on 20-07-2016)	Principal	Management	02. 06. 86 - 31. 03. 10
18	Rev.Sr.V.A Marykutty S.H.	Sl. Gr. Lec	Hindi	09. 12. 86 - 31. 03. 10
19	Dr. Baby Joseph	Asso. Prof.	English	01. 11. 83 - 31. 03. 13
20	Sri.M.P.Narayanan Nampoodiri	Asso. Prof.	Hindi	01. 12. 81 - 30. 04. 13
21	Sri. K.A. Thomas	Asso. Prof.	Economics	30. 07. 82 - 31. 03. 14
22	Dr. K.C. Jacob	Asso. Prof.	Economics	24. 10. 83 - 31. 03. 15
23	Sri. Joseph Thomas	Asso. Prof.	Mathematics	04. 10. 82 - 31. 03. 15

24	Dr. V. P. Thomas	Asso. Prof.	Management	18. 01. 82 - 31. 05. 15
25	Mr. Joseph Justine	Asso. Prof.	History	30. 09. 87 - 31. 03. 15
26	Dr. Siby Joseph (Expired on 21.02.15)	Asso. Prof.	Chemistry	18. 07. 83 - 21. 02. 15
27	Dr. Sajan Jose K.	Asso. Prof.	Zoology	04. 10. 82 - 31. 05. 16
28	Sri. Jacob Sebastian	Asso. Prof.	Physics	21. 06. 83 - 31. 03. 16
29	Dr. K. C. Joseph	Asso. Prof.	Chemistry	04. 08. 92 - 31. 05. 16
30	Rev. Dr. Gilson John CMI	Principal	Economics	10.06.09 - 31.05.17
31	Dr. George V. Thomas	Principal	Chemistry	16. 03. 94 - 31. 03. 19
32	Dr. Saju M Sebastian	Principal	Chemistry	05.11.86 - 01. 03. 20
33	Dr. CT Francis	Asso. Prof	Commerce	09.08.96 - 31. 03. 20
34	Dr. Roy Sebastian K	Asso. Prof	Physics	27.07.92 - 31. 05. 20
35	Dr. Joshy Varghese	Asso. Prof	Malayalam	11.03.97 - 31. 05. 20

**Non – Teaching Staff**

Sl.No.	Name	Designation	Department	Period of Service
1	Sri. P. M. Abraham (expired on 06.07.2001)	Peon (LGS)	Office	24. 03. 88 - 21. 11. 00
2	Sri. P. V. Gangadharan	Lab Assist.	Physics	05. 11. 84 - 31. 01. 02
3	Rev. Sr. Aleyamma Thomas S.H.	H. A.	Office	02. 02. 82 - 31. 05. 02
4	Smt. A. A. Chinna	Lab Assist.	Chemistry	04. 02. 82 - 30. 04. 04
5	Sri. Reveendran M. K.	Peon (LGS)	Office	02. 06. 92 - 17. 02. 05
6	Sri. P.K. Vimalakumar (expired on 27.01.2007)	Peon (HG)	Office	24. 03. 88 - 27. 01. 07



7	Sri. V.T. Jose	Jr. Supdt	Office	02.02.82	- 30.04.07
8	Sri. O.E. Michael	L.D. Clerk	Office	26.10.84	- 31.10.07
9	Sri. C.V. Thomas	Lab Asst.	Chemistry	20.10.83	- 30.11.07
10	Sri. K.M. Joseph	Lab Asst.	Physics	29.10.84	- 30.11.07
11	Sri. Nar Bahadur (expired on 14.06.2009)	Peon (Gr.1)	Office	05.11.84	- 14.06.09
12	Smt. Arundhadi .M.G	Peon	Office	24.03.88	- 31.03.10
13	Sri. Kuruvilla Jacob	IV Gr-Librarian	Library	03.02.82	- 31.03.11
14	Sr. Sally Sebastian S.H.	L.D. Typist	Office	01.06.82	- 31.03.11
15	Sri. A.A. Baby	L.D.Accountant	Office	26.10.84	- 31.07.12
16	Sri. P.V. Chacko	Head Accountant Office		03.02.82	- 30.11.13
17	Sri. Markose Mathew	UD Clerk		19.02.82	- 30.11.13
18	Sri. K.T. Joseph	Head Accountant	Office	04.02.82	- 31.05.15
19	Sri. Kul Bahadur	Peon (Gr.I)		24.03.88	- 31.01.16
20	Sri. Johnny Thomas	Lab.Asst.		15.07.85	- 31.05.16
21	Smt. Thressiya K.P.	Sweeper		03.06.92	- 31.05.16
22	Sri. Thomas Joseph	Head Accountant Office		22.10.83	- 28.02.17
23	Sri. T.M. josph	Lab Asst. Chemistry		20.10.83	- 31.03.17
24.	Sri. K.M. Mathew	Lab. Asst. Chemistry		20.10.83	- 31.05.18
25.	Sri. K. K. Varghese	Lab. Asst. Physics		01.07.85	- 31.05.18
26.	Sri. Yohannan P.T.	Lib. Asst.		01.06.92	- 31.07.18
27.	Sri. T.T. Mathew	Lab Asst. Chemistry		06.11.95	- 31.05.19
28.	Sri. Baby Mathew	U.D. Clerk		26.10.84	- 31.03.19
29.	Sri. Joseph John K	U.D. Clerk		01.11.83	- 31.07.19

**XII. COLLEGE CALENDAR**

**JUNE 2020**

1	Mon		
2	Tue		
3	Wed		
4	Thur		
5	Fri		
6	Sat		
7	Sun	H	
8	Mon		
9	Tue		
10	Wed		
11	Thur		
12	Fri		
13	Sat	H	
14	Sun	H	
15	Mon		
16	Tue		
17	Wed		
18	Thur		
19	Fri		
20	Sat		
21	Sun	H	
22	Mon		
23	Tue		
24	Wed		
25	Thur		
26	Fri		
27	Sat		
28	Son	H	
29	Mon		
30	Tue		

**ST. JOSEPH'S COLLEGE, MOOLAMATTOM****JULY 2020**

1	Wed		
2	Thur		
3	Fri	H	St. Thomas Day
4	Sat		
5	Sun	H	
6	Mon		
7	Tue		
8	Wed		
9	Thur		
10	Fri		
11	Sat	H	
12	Sun		
13	Mon	H	
14	Tue	H	
15	Wed		
16	Thur		
17	Fri		
18	Sat		
19	Sun	H	
20	Mon	H	Karkidaka Vavu
21	Tue		
22	Wed		
23	Thur		
24	Fri		
25	Sat		
26	Sun	H	
27	Mon		
28	Tue		
29	Wed		
30	Thur		
31	Fri		

**AUGUST 2020**

1	Sat	H	
2	Sun	H	
3	Mon		
4	Tue		
5	Wed		
6	Thur		
7	Fri		
8	Sat	H	
9	Sun	H	
10	Mon		
11	Tue	H	Idul Adha (Bakrid)
12	Wed		
13	Thur		
14	Fri		
15	Sat	H	Independence Day
16	Sun	H	
17	Mon		
18	Tue		
19	Wed		
20	Thur		
21	Fri		
22	Sat		
23	Sun	H	
24	Mon		
25	Tue		
26	Wed		
27	Thur		
28	Fri	H	Ayyankali Jayanthi
29	Sat		
30	Sun	H	First Onam
31	Mon	H	Thiruvonam

*No. of Working days : 19*

**ST. JOSEPH'S COLLEGE, MOOLAMATTOM****SEPTEMBER 2020**

1	Tue	H	Third Onam
2	Wed	H	Sree Narayana Guru Jayanthi
3	Thur		
4	Fri		
5	Sat		
6	Sun	H	
7	Mon		
8	Tue		
9	Wed		
10	Thur	H	Sreekrishna Jayanthi
11	Fri		
12	Sat	H	
13	Sun	H	
14	Mon		
15	Tue		
16	Wed		
17	Thur		
18	Fri		
19	Sat		
20	Sun	H	
21	Mon	H	Sree Narayana Guru Samadhi
22	Tue		
23	Wed		
24	Thur		
25	Fri		
26	Sat		
27	Sun	H	
28	Mon		
29	Tue		
30	Wed		

**OCTOBER 2020**

1	Thur		
2	Fri	H	Gandhi Jayanthi
3	Sat		
4	Sun	H	
5	Mon		
6	Tue		
7	Wed		
8	Thur		
9	Fri		
10	Sat	H	
11	Sun	H	
12	Mon		
13	Tue		
14	Wed		
15	Thur		
16	Fri		
17	Sat		
18	Sun	H	
19	Mon		
20	Tue		
21	Wed		
22	Thur		
23	Fri		
24	Sat	H	Mahanavami
25	Sun	H	
26	Mon	H	Vijaya Dasami
27	Tue		
28	Wed		
29	Thur		
30	Fri	H	Nabidinam
31	Sat		

No. of Working days : 20

**NOVEMBER 2020**

1	Sun	H	
2	Mon		
3	Tue		
4	Wed		
5	Thur		
6	Fri		
7	Sat		
8	Sun	H	
9	Mon		
10	Tue		
11	Wed		
12	Thur		
13	Fri		
14	Sat	H	Deepavali
15	Sun	H	
16	Mon		
17	Tue		
18	Wed		
19	Thur		
20	Fri		
21	Sat		
22	Sun	H	
23	Mon		
24	Tue		
25	Wed		
26	Thur		
27	Fri		
28	Sat		
29	Sun	H	
30	Mon		

No. of Working days : 21

**DECEMBER 2020**

1	Tue		
2	Wed		
3	Thur		
4	Fri		
5	Sat		
6	Sun	H	
7	Mon		
8	Tue		
9	Wed		
10	Thur		
11	Fri		
12	Sat	H	
13	Sun	H	
14	Mon		
15	Tue		
16	Wed		
17	Thur		
18	Fri		
19	Sat		
20	Sun	H	
21	Mon		
22	Tue		
23	Wed		
24	Thur		
25	Fri	H	Christmas
26	Sat		
27	Sun	H	
28	Mon		
29	Tue		
30	Wed		
31	Thur		



## JANUARY 2021

1	Fri		
2	Sat	H	Mannam Jayanthi
3	Sun	H	
4	Mon		
5	Tue		
6	Wed		
7	Thur		
8	Fri		
9	Sat	H	
10	Sun	H	
11	Mon		
12	Tue		
13	Wed		
14	Thur		
15	Fri		
16	Sat		
17	Sun	H	
18	Mon		
19	Tue		
20	Wed		
21	Thur		
22	Fri		
23	Sat		
24	Son	H	
25	Mon		
26	Tue	H	Republic Day
27	Wed		
28	Thur		
29	Fri		
30	Sat		
31	Sun	H	

## FEBRUARY 2021

1	Mon		
2	Tue		
3	Wed		
4	Thur		
5	Fri		
6	Sat		
7	Sun	H	
8	Mon		
9	Tue		
10	Wed		
11	Thur		
12	Fri		
13	Sat	H	
14	Sun	H	
15	Mon		
16	Tue		
17	Wed		
18	Thur		
19	Fri		
20	Sat		
21	Sun	H	
22	Mon		
23	Tue		
24	Wed		
25	Thur		
26	Fri		
27	Sat		
28	Sun		

## MARCH 2021

1	Mon	H	
2	Tue		
3	Wed		
4	Thur		
5	Fri		
6	Sat		
7	Sun	H	
8	Mon		
9	Tue		
10	Wed		
11	Thur	H	Sivarathri
12	Fri		
13	Sat	H	
14	Sun	H	
15	Mon		
16	Tue		
17	Wed		
18	Thur		
19	Fri		
20	Sat		
21	Sun	H	
22	Mon		
23	Tue		
24	Wed		
25	Thur		
26	Fri		
27	Sat		
28	Sun	H	
29	Mon		
30	Tue		
31	Wed		

No. of Working days :22

**APRIL 2021**

1	Thur	H	Maundy Thursday
2	Fri	H	Good Friday
3	Sat		
4	Sun	H	Easter
5	Mon		
6	Tue		
7	Wed		
8	Thur		
9	Fri		
10	Sat	H	
11	Sun	H	
12	Mon		
13	Tue		
14	Wed	H	Ambedker Jayanthi, Vishu
15	Thur		
16	Fri		
17	Sat		
18	Sun	H	
19	Mon		
20	Tue		
21	Wed		
22	Thur		
23	Fri		
24	Sat		
25	Sun	H	
26	Mon		
27	Tue		
28	Wed		
29	Thur		
30	Fri		

MAY 2021

1	Sat	H	May Day
2	Sun	H	
3	Mon		
4	Tue		
5	Wed		
6	Thur		
7	Fri		
8	Sat	H	
9	Sun	H	
10	Mon		
11	Tue		
12	Wed		
13	Thur	H	Idul Fither
14	Fri		
15	Sat		
16	Sun	H	
17	Mon		
18	Tue		
19	Wed		
20	Thur		
21	Fri		
22	Sat		
23	Sun	H	
24	Mon		
25	Tue		
26	Wed		
27	Thur		
28	Fri		
29	Sat		
30	Sun	H	
31	Mon		

**XIII. ANNEXURE**

**(i) Application for Leave**

Name of the student :

Class :

Class Number :

Address :

Date of leave sought :

Reasons for leave :

Signature of the student :

Signature of the  
parent/guardian :

Recommendation  
of the class teacher :

Recommendation of the  
HOD :

Principal

**(ii) TELEPHONE NUMBERS**

C. M. I. Provincial House, Kottayam .....	0481 - 2566485, 2304059
Rev. Dr. Jose Nedumpara CMI (Local Manager) .....	9446878158
Rev. Fr. Libin Valiyaparambil CMI (Bursar) .....	9738238580
St. Joseph's Carmel House, Arakulam .....	04862 - 252104
Dr. Saju M. Sebastian (Principal) .....	9447205649, 8848944415
Women's Hostel .....	04862 - 252130
Men's Hostel .....	9400068888

**OTHER IMPORTANT PHONE NUMBERS**

**M. G. University**

Vice Chancellor .....	0481 - 2731036, 2597914(R)
Pro-Vice Chancellor .....	0481 - 2731005, 2731006(R)
Registrar .....	0481 - 2731007, 2310789(R)
Controller of Examinations .....	0481 - 2731239, 2731000 2584703(R)
D C D C .....	0481 - 2731013
P R O .....	0481 - 2731020
Director, Students' Service .....	0481 - 2731024
N S S Programme Co-ordinator. ....	0481 - 2731029
Dean of Students. ....	0481 - 2731031
University Employment Information & Guidance Bureau .....	0481 - 2731025

**Other Universities**

Kerala University (PRO) .....	04712 - 305738
Calicut University (PRO) .....	0494 - 2401144
Cochin University (PRO) .....	04842 - 577550
Kannur University (PRO) .....	04972 - 782351
Agricultural University, Thrissur .....	0487 - 2370086

## Educational Institutions

St. Joseph's Academy of Higher Education & Research Moolamattom .....	04862 - 217253
Director .....	9446878158
Academic Co-ordinator .....	8281143259
Newman College, Thodupuzha .....	04862 - 222686
Nirmala College, Muvattupuzha .....	0485 - 2836300
St. Thomas College, Pala .....	04822 - 212317
Alphonsa Colege, Pala .....	04822 - 212447
Henry Baker Melukavu .....	04822 - 219014
College of Applied Science, Thodupuzha .....	04862 - 224724
Govt. College, Kattappana .....	04868 - 272347
M E S Nedumkandam .....	04868 - 232043
Pavanatma Murickasserry .....	04868 - 263235
Dy. DCE Kottayam .....	0481 - 2563317
DCE Thiruvananthapuram .....	0471 - 2303548
Fax .....	0471 - 2300106
	0471 - 2304889

## Govt. Offices

Collectorate, Idukki .....	04862 - 232242
Collector .....	04862 - 233202, 233001 (R)
District Information .....	04862- 233236
Sub Treasury Office .....	04862 - 222453
Employment Exchange .....	04862 - 222172
Income Tax Officer, Tdpza .....	04862 - 229116, 229118
District Tourism Promotion .....	04862 - 232248
District Treasury .....	04862 - 252004



## ST. JOSEPH'S COLLEGE, MOOLAMATTOM

District Employment Exchange, Katpna .....	04868 - 272262
C. I., Kanjar .....	04862 - 252494
Police Station, Kanjar .....	04862 - 252034
Electricity Section Office, MLTM .....	04862 - 252080
Exe. Engineer .....	04862 - 228188
Fire Station, Thodupuzha .....	04862 - 222911, 222101
SDOT Arakulam .....	04862 - 252900
Arakulam Panchayat Office .....	04862 - 252030
KSRTC Moolamattom .....	04862 - 252045
KSRTC Thodupuzha .....	04862 - 222388
Railway, Kottayam .....	0481 - 2562933
Railway, Ernakulam (South) .....	0484 - 2371132
Harijan Welfare Dept. Dist. Office MLTM .....	04862 252003

### Hospitals

Medical College, Kottayam .....	0481 - 2597310, 2597311
Bishop Vayalil Hospital, MLTM .....	04862 - 252305
Holy Family, Muthalakodam .....	04862 - 222234
Chazhikattu Hospital, TDPA .....	04862 - 222445
St. Mary's Hospital, TDPA .....	04862 - 222525

### Banks

ASCO Bank, Arakulam .....	04862 - 252027
SBT, Moolamattom .....	04862 - 252073
Federal Bank, Moolamattom .....	04862 - 252047
South Indian Bank, Kanjar .....	04862 - 252072
Central Bank of India, MLTM .....	04862 - 252049
Union Bank, Arakulam .....	04862 - 252057

(iii) Prayer Songs

1. Come Holy Spirit  
Fall afresh on me  
Fill me with your Power  
Satisfy my needs

Only you can make me whole  
Give me strength to make me grow  
Come Holy Spirit....

2. ദൈവമേ സച്ചിദാനന്ദാ  
ദൈവമേ ഭക്തവൽസലാ  
ദൈവമേ നിൻകൃപാവരം  
ഞങ്ങളിൽ ചൊരിയണമെ

പുലരുമ്പോൾ ഞങ്ങൾ കാണുന്നു  
എങ്ങും നിൻ കലാ വൈഭവം  
അണയുമ്പോളെന്നും ഭൃഗോളം  
നിൻ വിരൽ തുമ്പിൽ തിരിയുന്നു.

3. അരുപാ മഹാത്മാ  
ചിതാനന്ദ സാരാ  
അവിദ്യാ വിരുദ്ധം  
വിവേകം തരൂ

തമസ്സിൽ കൃതാന്ത  
തരൂ നീ പ്രകാശം  
അജ്ഞാത നിതാന്താ  
സുചൈതന്യമേകൂ.

4. ഈശ്വര എന്നെ നിൻ ശബ്ദമാക്കൂ (2)  
ശബ്ദതരംഗിത ഗീതമാക്കൂ  
ഈശ്വര എന്നെ നിൻ വീണയാക്കൂ  
വീണയിൽ മീട്ടുന്ന രാഗമാക്കൂ  
ഈശ്വര എന്നെ നിൻ രൂപമാക്കൂ  
രൂപത്തിൽ കാണുന്ന ഭാവമാക്കൂ  
ഈശ്വര എന്നെ നിൻ ശോഭയാക്കൂ  
ശോഭിത സുന്ദര ദീപമാക്കൂ  
ഈശ്വര എന്നെ നിൻ ഗേഹമാക്കൂ  
ഗേഹത്തിൽ നീ വന്ന് വാസമാക്കൂ.

(iv.) GENERAL TIME-TABLE

DAY	BATCH	I	II	III	IV	V
	C <sub>1</sub>	Math	Eng	Lang	Phys	Math
	E <sub>1</sub>	Hist	Eng	Lang	Econ.	Eng
	K <sub>1</sub>	Com	Com	Eng	Lang	Com
	M <sub>1</sub>	Manag	Math	Manag	Eng	Manag
	L <sub>1</sub>	Eng	Lang	Comp	Eng	Eng
	P <sub>1</sub>	Math	Phys. Pr.	Phys. Pr.	Eng	Lang
	T <sub>1</sub>	Com	Com	Lang	Eng	Com
	G <sub>1</sub>	Math	Eng	Lang	Phy	Phy
	A <sub>1</sub>	Com	Com	Math	Eng	Stati
	C <sub>2</sub>	Phys	Chem	Math	Lang	Eng
	E <sub>2</sub>	Econ	Econ	Psycho	Lang	Eng
	K <sub>2</sub>	Com	Eng	Comp	Lang	Eng
	M <sub>2</sub>	Manag	Manag	Manag	Com	Comp
	L <sub>2</sub>	Eng	Eng	Eng	Manag	Manag
	P <sub>2</sub>	Eng	Phys	Phys	Eng	Eng
	T <sub>2</sub>	Com	Com	Eng	Math	Phys
	G <sub>2</sub>	Phys	Maths	Math	Com	Com
	A <sub>2</sub>	Com	Com	Com	Lang	Eng
	C <sub>3</sub>	OC	Chem	Chem	Chem	Chem
	E <sub>3</sub>	OC	Econ	Econ	Econ	Econ
	K <sub>3</sub>	Comp	Comp	Com	Com	Com
	M <sub>3</sub>	OC	Manag	Manag	Manag	Manag
	L <sub>3</sub>	OC	Eng	Eng	Eng	Eng
	P <sub>3</sub>	OC	Phys	Phys	Phy.	Phy
	T <sub>3</sub>	Com	Com	Com	Com	Com
	G <sub>3</sub>	OC	Maths	Maths	Maths	Maths

Day I

C <sub>1</sub>	Eng	Phy.	Phy.	Chem	Eng
E <sub>1</sub>	Eng	Eco	Hist	Hist	Econ
K <sub>1</sub>	Eng	Com	Com	Lang	Com
M <sub>1</sub>	Eng	Acco	Stati	Manag	Manag
L <sub>1</sub>	Eng	Eng	Comp	Eng	Lang
P <sub>1</sub>	Eng	Lang	Math	Math	Phys
T <sub>1</sub>	Com	Com	Lang	Eng	Com
G <sub>1</sub>	Eng	Math	Phys	Stati	Eng
A <sub>1</sub>	Stati	Math	Com	Eng	Com
C <sub>2</sub>	Phys	Eng	Lang	Eng	Math
E <sub>2</sub>	Psycho	Eng	Lang	Econ.	Psycho
K <sub>2</sub>	Com	Com	Eng	Comp	Com
M <sub>2</sub>	Manag	Manag	Manag	Manag	Manag
L <sub>2</sub>	Eng	Eng	Eng	Eng	Eng
P <sub>2</sub>	Phys	Math	Eng	Phys Pr.	Phys Pr.
T <sub>2</sub>	Com	Com	Com	Com	Eng
G <sub>2</sub>	Math	Eng	Lang	Eng	Stati
A <sub>2</sub>	Com	Com	Com	Com	Com
C <sub>3</sub>	OC	Chem	Chem	Chem.	Chem
E <sub>3</sub>	OC	Econ	Econ	Econ	Econ
K <sub>3</sub>	Comp	Com	Comp	Com	Com
M <sub>3</sub>	OC	Manag	Manag	Manag	Manag
L <sub>3</sub>	OC	Eng	Eng	Eng	Eng
P <sub>3</sub>	OC	Phys	Phys	Phys	Phy
T <sub>3</sub>	Com	Com	Com	Com	Com
G <sub>3</sub>	OC	Maths	Maths	Maths	Maths

Day II

C <sub>1</sub>	Math	Eng	Chem	Eng	Lang
E <sub>1</sub>	Hist	Eng	Econ	Eng	Lang
K <sub>1</sub>	Com	Lang	Eng	Com	Com
M <sub>1</sub>	Stati	Manag	Math	Manag	Eng
L <sub>1</sub>	Eng	Compu	Lang	Eng	Eng
P <sub>1</sub>	Lang	Phy.Pr.	Phy.Pr.	Phy	Eng
T <sub>1</sub>	Com	Com	Com	Eng	Lang
G <sub>1</sub>	Math	Eng	Stati	Eng	Lang
A <sub>1</sub>	Com	Stati	Com	Eng	Math
C <sub>2</sub>	Eng	Phys	Chem	Lang	Math
E <sub>2</sub>	Eng	Econ	Psych	Lang	Econ
K <sub>2</sub>	Eng	Comp	Com	Lang	Com
M <sub>2</sub>	Manag	Manag	Manag	Manag	Manag
L <sub>2</sub>	Eng	Eng	Eng	Eng	Eng
P <sub>2</sub>	Phys	Math	Phys	Phys	Eng
T <sub>2</sub>	Com	Eng	Com	Com	Eng
G <sub>2</sub>	Eng	Phy	Math	Lang	Stati
A <sub>2</sub>	Com	Com	Com	Com	Com
C <sub>3</sub>	OC	Chem	Chem.	Chem.	Chem
E <sub>3</sub>	OC	Econ	Econ	Econ	Econ
K <sub>3</sub>	Comp	Com	Com	Com	Comp
M <sub>3</sub>	OC	Manag	Manag	Manag	Manag
L <sub>3</sub>	OC	Eng	Eng	Eng	Eng
P <sub>3</sub>	OC	Phys	Phys	Phy.Pr.	Phy.Pr
T <sub>3</sub>	Com	Com	Com	Com	Com
G <sub>3</sub>	OC	Math	Math	Math	Math

Day III

C <sub>1</sub>	Eng	Lang	Eng	Math	Math	Phy
E <sub>1</sub>	Eng	Eng	Eng	Eco	Eco	Hist
K <sub>1</sub>	Eng	Com	Lang	Com	Com	Com
M <sub>1</sub>	Stati	Eng	Manag	Math	Math	Math
L <sub>1</sub>	Eng	Eng	Eng	Comp	Comp	Lang
P <sub>1</sub>	Phys	Eng	Math	Lang	Lang	Phys
T <sub>1</sub>	Com	Lang	Com	Eng	Eng	Com
G <sub>1</sub>	Eng	Lang	Eng	Statis	Statis	Phys
A <sub>1</sub>	Math	Com	Com	Eng	Eng	Com
C <sub>2</sub>	Lang	Math	Chem	Chem.	Chem.	Chem
E <sub>2</sub>	Lang	Econ	Eng	Psycho	Psycho	Econ
K <sub>2</sub>	Com	Eng	Comp	Comp	Comp	Com
M <sub>2</sub>	Manag	Manag	Manag	Manag	Manag	Manag
L <sub>2</sub>	Eng	Eng	Eng	Eng	Eng	Eng
P <sub>2</sub>	Math	Phy.Pr.	Phy.Pr.	Phys	Phys	Eng
T <sub>2</sub>	Eng	Com	Com	Com	Com	Eng
G <sub>2</sub>	Lang	Phy	Phy	Phy	Phy	Com
A <sub>2</sub>	Com	Com	Com	Com	Com	Stati
C <sub>3</sub>	OC	Chem	Chem	Chem	Chem	Com
E <sub>3</sub>	OC	Econ	Econ	Econ	Econ	Chem
K <sub>3</sub>	Com	Comp	Com	Com	Com	Econ
M <sub>3</sub>	OC	Manag	Manag	Manag	Manag	Comp
L <sub>3</sub>	OC	Eng	Eng	Eng	Eng	Manag
P <sub>3</sub>	OC	Phys	Phys	Phys	Phys	Eng
T <sub>3</sub>	Com	Com	Com	Com	Com	Phy.Pr.
G <sub>3</sub>	OC	Math	Math	Math	Math	Com

Day IV

C <sub>1</sub>	Chem	Chem	Eng	Lang	Eng
E <sub>1</sub>	Econ	Hist	Eng	Lang	Eng
K <sub>1</sub>	Com	Lang	Eng	Com	Com
M <sub>1</sub>	Manag	Manag	Maths	Manag	Eng
L <sub>1</sub>	Lang	Eng	Comp	Eng	Eng
P <sub>1</sub>	Phys	Math	Lang	Phys	Eng
T <sub>1</sub>	Com	Com	Com	Lang	Eng
G <sub>1</sub>	Stati	Math	Eng	Lang	Eng
A <sub>1</sub>	Com	Com	Com	Eng	Stati
C <sub>2</sub>	Eng	Phy	Phy	Math	Lang
E <sub>2</sub>	Econ	Econ	Psycho	Eng-	Lang
K <sub>2</sub>	Com	Eng	Comp	Com	Lang
M <sub>2</sub>	Manag	Manag	Manag	Manag	Comp
L <sub>2</sub>	Eng	Eng	Eng	Eng	Manag
P <sub>2</sub>	Phys	Eng	Math	Phy.Pr.	Eng
T <sub>2</sub>	Com	Com	Com	Com	Phy.Pr.
G <sub>2</sub>	Eng	Stati	Math	Stati	Com
A <sub>2</sub>	Com	Com	Com	Com	Lang
C <sub>3</sub>	Chem	Chem	Chem	Chem	Com
E <sub>3</sub>	Econ	Econ	Econ	Econ	Chem
K <sub>3</sub>	Com	Comp	Com	Comp	Econ
M <sub>3</sub>	Manag	Manag	Manag	Manag	Com
L <sub>3</sub>	Eng	Eng	Eng	Eng	Manag
P <sub>3</sub>	Phys	Phys	Phys	Phys	Eng
T <sub>3</sub>	Com	Com	Com	Com	Phys
G <sub>3</sub>	Math	Math	Math	Math	Com

Day V



*Note...*





*Note...*



*Note...*



*Note...*