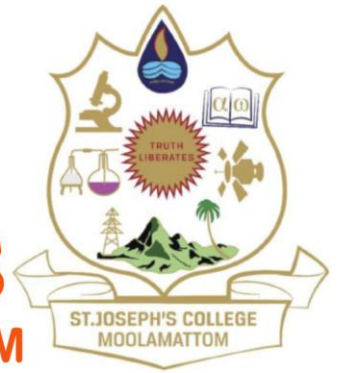


ST. JOSEPH'S
COLLEGE, MOOLAMATTOM
ARAKULAM P.O- 685591, IDUKKI, KERALA



6.2.1 The Institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc.

FACULTY IN COLLEGE BODIES
(2018-2023)



ST. JOSEPH'S COLLEGE

MOOLAMATTOM
ARAKULAM P.O. IDUKKI 685591

[Established in 1981]

2018-19



Grade point
3.12



The First College in Kerala to be Re-accredited with
'A Grade' in the New Modus Operandi of
NAAC Accreditation, Initiated in 2017

HANDBOOK & CALENDAR

VOL. 38

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Ms. Deena Paul
Ms. Tisha Tomy
4. The Women Cell - Dr. Sobhitha Sebastian
Ms. Anu Saju
Ms. Sunitha Mathew
Ms. Sumi Sugathan
5. Students Initiative in Palliative Care - Rev Fr. Lijo K. Joseph
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Mr. Sanu Mathew
Ms. Annu Joseph
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Rev. Sr. Sijo Francis
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Mr. Justine Joseph (Psychology)
Rev. Sr. Sijo Francis
9. Tourism Club - Dr. Saju M. Sebastian
Mr. Abhilash Mathew
Dr. Sobhitha Sebastian
Ms. Alphonse P. Parackal

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10. Music Club
 - Ms. Tisha Tomy
 - Ms. Radhika S.
 - Mr. Sanu Mathew
 - Ms. Roopa Jose
11. Dance Club
 - Ms. Sunitha Mathew
 - Ms. Anu Saju
 - Ms. Anjana Jose
 - Ms. Doniamol Sebastian
12. Entrepreneurship Development Club
 - Dr. Joseph George
 - Ms. Ashly Jose
 - Rev. Fr. Jobin Thayil CMI
13. Legal Literacy Cell
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 - Mr. Justine Joseph (Psychology)
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 - Mr. Jimmy George
 - Mr. Cyril C. T.
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 - Mr. Jose James
 - Mr. Prince J. Mathew
 - Mr. Visakh N.
 - Ms. Shoniya V.V.
17. Campus Radio
 - Rev. Fr. Lijo K. Joseph CMI
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 - Mr. Cyril C. T.
 - Ms. Preetha Vasu
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 - Mr. Abhilash Mathew S.
 - Ms. Athira George
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 - Rev. Fr. Jobin Thayil CMI (Bursar)
 - Mr. Joy Jose
 - Dr. Joshy Varghese

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Mr. M.P. Narayanan Nampoodiri
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- Mr. Abhilash Mathew
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Mr. Praveen Joseph
36. Bio diversity Club - Dr. Praveen Joseph
Ms. Divya Baby
37. Theatre Association - Mr. Pramod Joseph
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Mr. Abin Jose
Ms. Neethu George

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

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Mr. Abhilash Mathew
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Bursar (Co-ordinator)
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Rev. Fr. Lijo K. Joseph CMI
Mr. Manu Kurian

- | | |
|---------------------------------|---|
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- Dr. Saju M Sebastian
Dr. Joseph George
Mr. Thomas Sebastian |
| 49. Scholarship Awareness Forum | - Dr. Joseph George
Mr. Baby Mathew |
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Ms. Annu Joseph |
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Mr. Anish N.
Ms. Premika P. M. |
| 52. Human Rights Education Club | - Dr. Joseph George
Mr. Abin Jose |

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8. Dr. C.T. Francis (HOD, Management Studies)
9. Mr. Roby Mathew (HOD, English)
10. Mr. Prince J.Mathew (P.T.A Secretary)
11. Ms. Droupathy Devi C.G. (Librarian)

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6. Dr. C.T. Francis (HOD, Management Studies)
7. Mr. Roby Mathew (HOD, English)
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4. Ms. Roopa Jose
5. Dr. Praveen Joseph

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3. Dr. Roy Sebastian K.
4. Mr. Justine Joseph

5. Mr. Pramod Joseph
6. Dr. Sobhitha Sebastian
7. Mr. Thomas Sebastian

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2. Rev. Fr. Jobin Thayil CMI (Bursar)
3. Dr. C.T. Francis
4. Dr. Saju M. Sebastian

Disciplinary Committee

1. Dr. George V Thomas (Principal)
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3. Dr. Sabukutty M.G.
4. Dr. Saju M. Sebastian
5. Dr. Roy Sebastian K.
6. Mr. Roby Mathew
7. Mr. Justine Joseph (Eco)
8. Mr. Thomas Sebastian (Supdt)

College Union Adviser: Dr. Saju M. Sebastian

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Vice-Chairman : P.T.A. Vice President
Convener : Staff Secretary - Mr. Pramod Joseph
Joint Convener : College Chairman

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N.S.S. Rep. : Mr. Prince J. Mathew
N.C.C Rep. : Mr. Anish N.
Panchayat Member : Mr. Sijumon M. K.
Lady Rep from Teacher/ PTA : Dr. Sobhitha Sebastian

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4. Mr. A.A. Baby
5. Ms. Roopa Jose

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5. Mr. Roby Mathew

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3. Dr. Ebey P. Koshy
4. Dr. Joseph George
5. Mr. Baby Mathew

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2. Mrs. Daisy George Ph: 9446288523
3. Mr. Sajan Ph: 9744408482
4. Mr. A. A. Baby Ph: 9747775011
5. Mr. Mathew Kattakkayam Ph: 9447291201

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

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Mr. Abhilash Mathew

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3. Dr. Joseph George (Member)
4. Ms. Roopa Jose (Member)

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7. Mr. Thomas Sebastian

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4. Dr. Roy Sebastian K.
5. Dr. Praveen Joseph

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Dr. Ebey P. Koshy

Josephines Researcher Editors

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Dr. Ebey P. Koshy

Mr. Roby Mathew

Mr. Jose James

Walk With a Scholar Coordinator

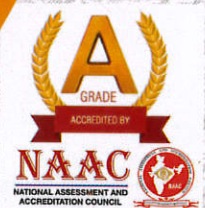
Mr. Roby Mathew

Scholar Support Pgm. Coordinator

Mr. Justin Joseph (Eco)

HANDBOOK & CALENDAR

2019-2020



ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Arakulam - Thodupuzha - 685 591

A College under the CMI Management, Affiliated to M.G. University
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Ms. Tisha Tomy
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4. The Women Cell - Dr. Sobhitha Sebastian
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Ms. Sumi Sugathan
Ms. Sreelakshmi S.
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Rev. Fr. Lijo K Joseph CMI
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Dr. Sr. Sijo Francis
Dr. Jain Maria Thomas
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Dr. Praveen Joseph
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Mr. Abhilash Mathew
Ms. Sunitha Mathew
30. Hindi Association - Dr. Sobhitha Sebastian
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33. Add-on Courses Chief - Mr. Roby Mathew
Co-ordinators Ms. Deena Paul

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35. Energy Awareness Forum - Dr. Roy Sebastian K.
Mr. Praveen Joseph
36. Bio Diversity Club - Dr. Praveen Joseph
Ms. Doniamol Sebastian
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 Club Mr. Abin Jose

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5. Mr. Pramod Joseph
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7. Mr. Thomas Sebastian

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4. Dr. C.T. Francis

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3. Dr. Ebey P. Koshy
4. Mr. Justine Joseph

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

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6. Dr. C.T. Francis
7. Mr. Roby Mathew
8. Mr. Thomas Sebastian (Supdt)

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Convener : Staff Secretary - Mr. Pramod Joseph
Joint Convener : College Chairman

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Panchayat Member : Mr. Sijumon M. K.
Lady Rep from
Teacher/PTA : Dr. Sobhitha Sebastian

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2. Mrs. Daisy George Ph: 9446288523
3. Mr. Sajan Ph: 9744408482
4. Mr. Mathew Kattakkayam Ph: 9447291201

15. 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.

16. Additional Skill Acquisition Programme (ASAP)

Coordinator: Mr. Abhilash Mathew

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

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3. Dr. Joseph George (Member)
4. Ms. Roopa Jose (Member)
5. Ms. Anumol Sebastian (Student Representative)

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6. Mr. Roby Mathew
7. Mr. Thomas Sebastian

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5. Mr. Prince J. Mathew

20. Open Course

Co-ordinator: Dr. Ebey P. Koshy

21. *Josephine Researcher Journal*

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2. Dr. Joshy Varghese
3. Mr. Roby Mathew
4. Dr. Jose James

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23. Scholar Support Programme

Co-ordinator : Mr. Justin Joseph

24. Unnat Bharat Abhiyan (UBA)

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2. Ms. Anju P. Mathew

25. Institution Innovation Cell (IIC)

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2. Dr. Jose James



HAND BOOK & CALENDAR

2020-2021



ST. JOSEPH'S COLLEGE MOOLAMATTOM

Arakulam - Thodupuzha 685 591

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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

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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, MOOLAMATTOM

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)

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

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

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

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 P Mathews
 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. Chitralkkha 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



ST. JOSEPH'S COLLEGE MOOLAMATTOM

A College Under the CMI Management

Affiliated to M G University

Re Accredited by NAAC with A Grade

www.stjosephscollegemoolamattom.ac.in



Hand Book
& Calendar 2021-2022



VIII. FACULTY IN COLLEGE BODIES

1. Staff Council

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI

Mr. Pramod Joseph

Mr. Prince J Mathew

Dr. Justine Joseph

Dr. Joseph George

Dr. Sr. Sijo Francis

Mr. Roby Mathew

Ms. Anju P Mathews

Mr. Aneesh N

Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Droupathy Devi C G

Mr. Paul C Abraham

2. Chief Information Officer under RTI Act

Rev. Dr. Thomas George Vengaluvakkal CMI

3. Research Assessment Committee

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI

Dr. Sr. Sijo Francis

Dr. Jose James

Dr. Robin John

Dr. Justine Joseph (Psychology)

Dr. Salini L R

Dr. Shintu Dennis

4. Josephine Researcher – Editorial Board

Rev. Dr. Jomon Sebastian Kottarathil CMI

Dr. Jose James

Dr. Sr. Sijo Francis

Dr. Praveen Joseph

Dr. Subin Joseph

Dr. Salini LR

Ms. Christy Joseph

5. Strategic Planning Group

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon Sebastian Kottarathil CMI (Bursar)

Dr. Joseph George (IQAC Coordinator)

Dr. Sr. Sijo Francis

Mr. Roby Mathew

Ms. Droupathy Devi C G

Mr. Paul C Abraham

6. Academic Council

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI (HoD, Phy Ed)

Dr. Justine Joseph (HoD, Economics)

Dr. Joseph George (HoD, BBM)

Dr. Sr. Sijo Francis (HoD, Chemistry)

Mr. Roby Mathew (HoD, English)

Dr. Anju P Mathews (HoD, Physics)

Mr. Aneesh N (HoD, Mathematics)

Rev. Dr. Jomon Sebastian Kottarathil CMI (HoD, Data Science)

Dr. Mathew Kanamala (HoD, Social Work)

Mr. Jimmy George (HoD, Commerce)

7. Board of Studies

Science: Dr. Jose James

Dr. Anju P Mathews

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Arts: Dr. Justine Joseph

Dr. Salini LR

Dr. Alex E R

Commerce: Dr. Joseph George

Dr. Sharon Lee Jose

8. Finance Committee

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Rev. Dr. Jomon Kottarathil CMI (Bursar)

Rev. Fr. Nixen Mathew Enamattathu CMI

Dr. Joseph George (IQAC Coordinator)

9. COVID 19 Jagratha Samiti

Dr. Sabukkutty M G (Principal)

Mr. Abhilash S Mathew (Superintendent of Examinations)

Rev. Fr. Nixen Mathew Enamattathu CMI

Ms. Rani (Ward Member)

Ms. Bincy (Health Inspector)

Mr. Saju K Mathew (PTA Representative)

Ms. Namitha M Sharma (Girl Student Representative)

Mr. Amal Dev B (Boy Student Representative)

10. Examination Cell (University & Internal)

Mr. Abhilash S Mathew (Superintendent of Examinations)

Dr. Alex E R

Dr. Subin Thomas

Dr. Anu Antony

11. Internal Assessment Coordinator

Mr. Pramod Joseph

Dr. Sobitha Sebastian

Ms. Alphonse P Parackal

12. Admissions and Time Table Cell

Dr. Subin Thomas

Mr. Amal J Azhakath

Mr. Sanu Mathew

13. Staff Advisor- College Students' Council

Dr. Jose James

Dr. Sharon Lee Jose

14. Arts Club

Dr. Salini L R
Dr. Shintu Dennis
Dr. Anu Antony
Mr. Joby Mackolil
Ms. Indu J Nair

15. Returning Officer for College Union Election

Dr. Subin Thomas
Mr. Pramod Joseph

16. Staff and Department Evaluation

Dr. Sabukkutty M G (Principal)
Rev. Dr. Thomas George Vengaluvakkal CMI

17. Disciplinary Committee

Dr. Sabukkutty M G (Principal)
Dr. Justine Joseph
Mr. Roby Mathew
Ms. Sunitha Mathew
Ms. Anu Antony

18. Alumni Association

Mr. Prince J Mathew (Coordinator)
Dr. Justine Joseph (HoD, Economics)
Dr. Joseph George (HoD, BBM)
Dr. Sr. Sijo Francis (HoD, Chemistry)
Mr. Roby Mathew (HoD, English)
Dr. Anju P Mathews (HoD, Physics)
Mr. Aneesh N (HoD, Mathematics)
Rev. Dr. Jomon Sebastian Kottarathil CMI (HoD, Data Science)
Dr. Mathew Kanamala (HoD, Social Work)
Mr. Jimmy Jose (HoD, Commerce)

19. PTA Executive Committee

Dr. Sabukkutty M G (Principal)
Rev. Dr. Jomon Sebastian Kottarathil CMI (Bursar)

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Mr. Prince J Mathew

Dr. Justine Joseph (HoD, Economics)

Mr. Pramod Joseph

Dr. Joseph George (HoD, BBM)

Dr. Sr. Sijo Francis (HoD, Chemistry)

Mr. Roby Mathew (HoD, English)

Dr. Anju P Mathews (HoD, Physics)

Mr. Aneesh N (HoD, Mathematics)

Rev. Fr. Nixen Mathew Enamattathu CMI

Dr. Mathew Kanamala (HoD, Social Work)

Mr. Jimmy Jose (HoD, Commerce)

Mr. Konthalam Hassan (PTA Rep)

Mr. Sunny K Jacob (PTA Rep)

Mr. Prasanna Kumar (PTA Rep)

Mr. Saju K Mathew (PTA Rep)

Ms. Celin Abraham (PTA Rep)

Mr. Jomon (PTA Rep)

20. Staff Cooperative Society

Dr. Joseph George (Secretary)

Mr. Paul C Abraham

Ms. Roopa Jose

21. RUSA / UGC Grants Monitoring Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI

Ms. Droupathy Devi C G

Mr. Aneesh N

Dr. Robin John

Dr. Subin Thomas

22. ERP (Enterprise Resource Planning) and System Administration

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Dr. Sabukkutty M G (Principal)

Dr. Sharon Lee Jose

Mr. Mathews Emmanuel

23. LMS and System Administration

Rev. Dr. Thomas George Vengaluvakkel CMI (Manager)

Dr. Sabukkutty M G (Principal)

Mr. Mathews Emmanuel

Mr. Amal J Azhakathu

Ms. Jes Mariya Shoji

24. Grievance Redressal Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon Sebastian Kottarathil CMI

25. Internal Evaluation Grievance Redressal Cell

Primary Level– Teacher Concerned

Department Level – HoD, Class Teacher, Teacher concerned

College Level – Principal and HoD

University Level– Pro- Vice Chancellor, Affiliation

Committee Convener, Controller of Examinations

26. ICC - Internal Complaints Committee for Prevention of Sexual Harassment of Women at Work Place

Ms. Sunitha Mathew (Presiding Officer)

Ms. Roopa Jose

Dr. Joseph George

Ms. Droupathy Devi C G

Ms. Geetha Mathew (NGO Rep.)

Ms. Anagha C S, Ms. Meenu Manoj, Ms. Helena Saju
(Student Representatives)

27. Teachers' Grievance Redressal Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon Sebastian Kottarathil CMI (Bursar)

28. Anti – Ragging Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon Sebastian Kottarathil CMI (Bursar)

Dr. Praveen Joseph

Dr. Subin Thomas

Dr. Shintu Dennis

29. Ethics and Code of Conduct Committee

Dr. Sabukkutty M G (Chairman)

Rev. Dr. Thomas George Vengaluvakkal CMI

Dr. Anu Antony

Dr. Salini L R

Mr. Saju K Mathew (PTA Representative)

Mr. Prince J Mathew

30. OER, Copy Right and Plagiarism

Ms. Droupathy Devi C G

Mr. Prince J Mathew

31. Handbook Editorial Board

Dr. Salini L R

Dr. Robin John

Mr. Paul C Abraham

32. College Magazine

Dr. Sobhitha Sebastian

Ms. Anjumol Babu

Mr. Roby Mathew

33. SC / ST Monitoring Cell

Ms. Sunitha Mathew

Dr. Anju P. Mathews

34. OBC / Minority Monitoring Cell

Ms. Sunitha Mathew

Dr. Anju P. Mathews

35. Annual Quality Assurance Report (AQAR)

Ms. Sunitha Mathew

Dr. Joseph George

Mr. Roby Mathew

36. Kerala State Assessment and Accreditation (KSAAC)

Dr. Anu Antony
Dr. Joseph George
Dr. Subin Jose
Dr. Shintu Dennis
Ms. Christy Joseph
Dr. Sharon Lee Jose

37. All India Survey of Higher Education (AISHE)

Ms. Deena Paul
Dr. Joseph George
Ms. Tisha Tomy

38. National Institutional Ranking Framework (NIRF)

Mr. Prince J Mathew
Dr. Joseph George
Dr. Sharon Lee Jose
Dr. Anu Antony

39. Kerala Institutional Ranking Framework (KIRF)

Dr. Subin Jose
Dr. Joseph George
Dr. Anu Antony
Dr. Shintu Dennis
Ms. Christy Joseph
Dr. Sharon Lee Jose

40. General Coordinators of Programmes

Dr. Justine Joseph (HoD, Economics)
Dr. Joseph George (HoD, BBM)
Dr. Sr. Sijo Francis (HoD, Chemistry)
Mr. Roby Mathew (HoD, English)
Dr. Anju P Mathews (HoD, Physics)
Mr. Aneesh N (HoD, Mathematics)
Dr. Subin Thomas
Dr. Robin George

Dr. Alex E R

Dr. Mathew Kanamala (HoD, Social Work)

Mr. Jimmy George (HoD, Commerce)

Mr. Manu Kurian

41. Add-On / Certificate / Diploma Courses Coordinators

Dr. Joseph George

Dr. Sr. Sijo Francis

Mr. Roby Mathew

Dr. Anju P Mathews

Mr. Aneesh N

Dr. Mathew Kanamala

42. Open Course Coordinator

Dr. Sobhitha Sebastian

Mr. Aneesh N

43. Staff (Association) Welfare

Dr. Jose James

Dr. Joseph George

44. Purchase Committee

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Ms. Droupathy Devi C G (Librarian)

Dr. Sr. Sijo Francis

Dr. Anju P Mathews

Mr. Paul C Abraham

45. Library Development Committee

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon Sebastian Kottarathil CMI (Bursar)

Ms. Droupathy Devi C G

46. Computer Lab and Internet Centre

(Network Resource Centre)

Rev. Dr. Jomon Sebastian Kottarathil CMI (Bursar)

Rev. Fr. Nixen Mathew Enamattathu CMI

Mr. Amal J Azhakath

Ms. Jes Maria Shoji

Ms. Sruthy Sebastian

Mr. Sijo John

47. Website Monitoring Cell

Dr. Sabukkutty M G (Principal)

Ms. Droupathy Devi C G

Mr. Amal J Azhakathu

Ms. Jes Mariya Shoji

Ms. Christy Joseph

Ms. Sethulakshmi P S

Mr. Mathews Emmanuel

48. Collaboration and Linkages

Dr. Mathew Kanamala

Dr. Robin John

Dr. Salini LR

49. Internal Auditors (Departments and Associations)

Dr. Sharon Lee Jose

Dr. Sobitha Sebastian

50. College Log Book Maintenance

Dr. Sr. Sijo Francis

Dr. Anu Antony

51. Care taker (Assistive Technology) for the Divyagnjan

Dr. Justine Joseph (Psychology)

Mr. Manu Kurian

52. Result Analysis and Updating

Rev. Dr. Jomon Sebastian Kottarathil CMI

Mr. Aneesh N

Dr. Subin Thomas

53. National Academic Depository (NAD)

Mr. Aneesh N
Dr. Joseph George
Mr. Amal J Azhakath

54. MOOC Coordinator

Dr. Sr. Sijo Francis
Ms. Sunitha Mathew
Ms. Deena Paul
Ms. Christy Joseph

55. Documentation and Publicity

Ms. Droupathy Devi C G
Dr. Sobhitha Sebastian
Dr. Jose James
Mr. Sanu Mathew

56. Institutional Project Management Team

Dr. Sr. Sijo Francis
Dr. Shintu Dennis
Dr. Sharon Lee Jose

57. Language Lab

Ms. Roopa Jose
Mr. Roby Mathew
Mr. Abhilash S Mathew
Ms. Indu G Nair

58. Women Grievance Reddressal Cell

Dr. Sabukkutty M G (Principal)
Rev. Dr. Jomon Sebastian Kottarathil CMI
Ms. Sunitha Mathew
Dr. Sobhitha Sebastian
Ms. Christy Joseph

59. Incubation Centre

Dr. Robin John

Dr. Subin Thomas

Dr. Jobi K V

60. E-content Development and Management Cell

Dr. Sabukkutty M G (Principal)

Mr. Amal J Azhakathu,

Ms. Jes Mariya Shoji

Ms. Sruthy Sebastian

61. Student Capacity Building Support Wing

Dr. Shintu Dennis

Ms. Christy Joseph

Ms. Jayalakshmi P S

62. Stakeholder Feedback Survey Management Team

Mr. Amal J Azhakathu

Mr. Joby Mackolil

Ms. Nimisha Ann Jose

63. Project Support and Fund Raising

Dr. Sr. Sijo Francis

Dr. Shintu Dennis

Dr. Sharon Lee Jose

64. Gender Equality Cell / Gender Sensitization / Equal Opportunity Cell

Ms. Sunitha Mathew

Dr. Joseph George

Mr. Abhilash S Mathew

Ms. Droupathy Devi C G

Ms. Indu J Nair

Ms. Anagha C S, Ms. Helena Saju (Student Representatives – Girls).

Mr. Harikrishnan, Mr. Devin Joseph (Student Representatives – Boys).

65. Repository of Question Bank

Ms. Droupathy Devi C G

Mr. Abhilash S Mathew

Dr. Sobhitha Sebastian

Dr. Jobi K V

66. Renewable Energy Sources

Dr. Jose James

Dr. Robin John

67. NAAC Criterion Committees for AQAR

I - Ms. Roopa Jose, Dr. Praveen Joseph, Ms. Jovana Pramod, Ms. Ashley Jose

II - Dr. Salini L R, Mr. Aneesh N, Mr. Jimmy Jose, Ms. Mareet Paul

III - Dr. Sr. Sijo Francis, Ms. Deena Paul, Dr. Remya Vijayan, Ms. Indu J Nair

IV - Dr. Jose James, Ms. Droupathy Devi C G, Ms. Anu Saju, Ms. Elizabeth Mathew

V - Dr. Anju P Mathews, Dr. Jobi K V, Dr. Robin John, Mr. Amal Joseph

VI - Ms. Christy Joseph, Mr. Paul C Abraham, Mr. Abin Jose, Mr. Eswara Sarma S G

VII - Mr. Abhilash S Mathew, Ms. Tisha Tomy, Mr. Divyamol Thomas, Ms. Shoniya V V

68. Bharana Bhasha – Mathrubhasha Cell

Ms. Droupathy Devi C G

Ms. Anjumol Babu

Ms. Alphonse P Parackal

IX Directors of Associations / Cells / Clubs /...

1. National Cadet Corps (NCC)

Dr. Alex E R

Mr. Aneesh N

Dr. Robin John

Ms. Sunitha Mathew

Ms. Sruthy Sebastian

2. National Service Scheme (NSS)

Ms. Roopa Jose
Mr. Abhilash S Mathew
Dr. Robin John
Mr. Sanu Mathew

3. Students Initiative in Palliative Care (SIPC)

Mr. Prince J Mathew
Dr. Anu Antony
Mr. Shaiju S

4. Oratory and Debating Club

Dr. Shintu Joseph
Ms. Anjumol Babu
Ms. Alphonse P Parackal

5. Quiz Club

Dr. Jose James
Dr. Sobhitha Sebastian
Ms. Anjumol Babu

6. Sahithya Vedhi and St. Chavara Elocution Competition

Dr. Sobhitha Sebastian
Ms. Anjumol Babu
Rev. Dr. Jomon Sebastian Kottarathil CMI
Ms. Alphonse P Parackal

7. Civil Service Forum

Mr. Prince J Mathew
Rev. Dr. Jomon Sebastian Kottarathil CMI
Dr. Salini L R
Dr. Shintu Dennis
Ms. Anjumol Babu

8. Tourism Club

Dr. Sobhitha Sebastian
Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Anjumol Babu

Mr. Eswara Sarma

Ms. Alphonse P Parackal

9. Walk With a Scholar (WWS)

Mr. Roby Mathew

Dr. Sr. Sijo Francis

10. Scholar Support Programme (SSP)

Dr. Justine Joseph

Mr. Pramod Joseph

Rev. Dr. Jomon Sebastian Kottarathil CMI

11. Additional Skill Acquisition Programme (ASAP)

Ms. Deena Paul

Mr. Abhilash S Mathew

Mr. Adarsh P Nainan (Student Rep, Physics)

Ms. Asna Ibrahim (Student Rep, English)

12. Unnat Bharat Abhiyan (UBA)

Dr. Anju P Mathews

Mr. Abhilash S Mathew

Rev. Dr. Jomon Sebastian Kottarathil CMI

13. Young Innovators Programme (YIP)

Mr. Abhilash S Mathew

Dr. Joseph George

Dr. Jobi K V

14. Multi-Media and e-learning Centre

Dr. Sabukkutty M G (Principal)

Ms. Jes Mariya Shoji

Mr. Amal J Azhakathu

Ms. Sruthy Sebastian

15. Nature Club & Birds Club

Ms. Roopa Jose

Mr. Eswarasarma

Mr. Abin Jose

Ms. Sethu Lakshmi P

16. Career Planning, Guidance and Placement Cell

Dr. Sabukkutty M G (Principal)

Dr. Sharon Lee Joseph

Rev. Dr. Jomon Sebastian Kottarathil CMI

Dr. Robin John

Ms. Christy Joseph

Dr. Alex E R

Dr. Justine Joseph (Psychology)

Mr. Amal J Azhakath

17. Youth Parliament

Dr. Salini L R

Ms. Sunitha Mathew

Dr. Shintu Dennis

Ms. Reshma Jayan

18. Lahari Vimuktha Club (Anti-narcotic Club)

Dr. Mathew Kanamala

Rev. Dr. Jomon Sebastian Kottarathil CMI

Mr. Manu Kurian

Dr. Justine Joseph (Psychology)

Mr. Abin Jose

19. Women's Cell

Ms. Sunitha Mathew

Ms. Tisha Tomy

Ms. Anu Saju

Ms. Jovana Pramod

20. Counselling Centre

Dr. Mathew Kanamala

Rev. Dr. Jomon Sebastian Kottarathil CMI

Dr. Sr. Sijo Francis

Dr. Justine Joseph (Psychology)

21. Aakasaparavakal

Mr. Manu Kurian

Mr. Sanu Mathew

**22. Entrepreneurship Development Club & Capital
Analysis Forum**

Dr. Joseph George

Mr. Jimmy Jose

Rev. Dr. Jomon Sebastian Kottarathil CMI

Mr. Abin Jose

Ms. Anu Saju

Ms. Mareet Paul

23. Herbal Garden, Bio Diversity Club & Bhoomitra Sena

Ms. Roopa Jose

Mr. Eswarasarma

Mr. Abin Jose

Ms. Sethu Lakshmi P S

24. Yoga, Gym and Health Club

Rev. Dr. Thomas George Vengaluvakkal CMI

Dr. Robin John

Dr. Alex E R

Dr. Subin Thomas

Mr. Shibu K R

25. Remedial Coaching

Dr. Sobhitha Sebastian

Dr. Praveen Joseph

Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Aswathy Rajan

Ms. Shoniya V V

26. Sports and Games

Rev. Dr. Thomas George Vengaluvakkal CMI

Dr. Alex E R

Dr. Subin Thomas

Dr. Robin John

Mr. Shibu K R

27. Coaching for Entry in Services

Ms. Sunitha Mathew

Dr. Sr. Sijo Francis

Mr. Pramod Joseph

Dr. Anju P Mathews

Mr. Roby Mathew

Ms. Droupathy Devi C G

28. Journals & Publication Cell / Throbbs

Rev. Dr. Jomon Sebastian Kottarathil CMI

Dr. Jose James

Dr. Sr. Sijo Francis

Dr. Praveen Joseph

Dr. Subin Joseph

Dr. Salini L R

29. Campus Ministry, CSM, Prayer Group & Jesus Youth

Dr. Sr. Sijo Francis

Rev. Dr. Jomon Sebastian Kottarathil CMI

Rev. Fr. Tison Thomas Kocheril CMI

Mr. Joby Mackolil

30. Electoral, Human Rights Education & Legal Literacy Cell

Dr. Justine Joseph

Mr. Pramod Joseph

Ms. Reshma Jayan

31. Mentoring

Dr. Anu Antony

Dr. Joseph George

Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Christy Joseph

Dr. Alex E R

Dr. Sharon Lee Jose

32. Student Progression

Dr. Anu Antony

Dr. Joseph George

Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Christy Joseph

Dr. Alex E R

Dr. Sharon Lee Jose

33. Scholarship Cell

Dr. Sobhitha Sebastian

Mr. Aneesh N

Ms. Droupathi Devi C G

Ms. Anu Saju

Ms. Jibitha C J

34. Student Services and Student Satisfaction Survey

Dr. Joseph George

Ms. Sunitha Mathew

Rev. Dr. Jomon Sebastian Kottarathil CMI

Mr. Joby Mackolil

35. Feedback Collection and Feedback Analysis

Dr. Sabukkutty M G

Dr. Joseph George

Dr. Sr. Sijo Francis

Ms. Sunitha Mathew

Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Jibitha C J

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

Dr. Jobi K V

Dr. Robin John

Ms. Droupathy Devi C G

Ms. Nimisha Ann Jose

Mr. Joby Mackolil

37. Extension Activities

Mr. Manu Kurian

Mr. Sanu Mathew

Mr. Shaiju S

Ms. Anitta Mathew

38. Tagore Forum

Ms. Roopa Jose

Mr. Abhilash S Mathew

Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Indu J Nair

39. ARMS & Life Line Club

Dr. Mathew Kanamala

Mr. Manu Kurian

Dr. Justine Joseph (Psychology)

Mr. Abin Jose

40. Energy and Environment Awareness Club

Ms. Deena Paul

Dr. Praveen Joseph

Ms. Jibitha C J

41. NET Coaching Support Cell

Ms. Droupathy Devi CG (Coordinator)

Rev. Dr. Jomon Sebastian Kottarathil CMI

Dr. Sr. Sijo Francis

Ms. Roopa Jose

Mr. Manu Kurian

Mr. Jimmy Jose

42. Music Club / Dance Club

Dr. Shintu Dennis

Dr. Anu Antony

Mr. Joby Mackolil

43. Theatre Association

Dr. Salini L R

Dr. Anu Antony

Mr. Joby Mackolil

44. Film Appreciation Club

Dr. Salini E R

Dr. Shintu Dennis

Mr. Prince J Mathew

Mr. Joby Mackolil

45. Chemistry Association – Dr. Jobi K V

46. Economics Association – Mr. Pramod Joseph

47. Management Association – Ms. Tisha Tomy

48. Physics Association – Dr. Praveen Joseph

49. English Association – Ms. Christy Joseph

50. Mathematics Association – Mr. Aneesh N

51. Data Science Association

Rev. Fr, Dr. Jomon K Sebastian CMI

52. Hindi Association – Dr. Sobhitna Sebastian

53. Social Work Association - Ms. Anitta Mathew

54. Commerce Association – Ms. Anu Saju

55. BBA Association – Mr. Abin Jose

STUDENT HANDBOOK 2022 - 2023



**ST. JOSEPH'S COLLEGE
MOOLAMATTOM**

A College Under the CMI Management

Affiliated to M G University
Re Accredited by NAAC with A Grade

VIII. FACULTY IN COLLEGE BODIES

1. Staff Council

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI

Mr. Pramod Joseph

Mr. Prince J Mathew

Dr. Justine Joseph

Dr. Joseph George

Dr. Sr. Sijo Francis

Mr. Roby Mathew

Dr. Anju P Mathews

Mr. Aneesh N

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Ms. Droupathy Devi C G

Rev. Fr. Tison Thomas Kocheril CMI

2. Chief Information Officer under RTI Act

Rev. Dr. Thomas George Vengaluvakkal CMI

3. Research (Assessment) Committee/R7D Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI

Dr. Sr. Sijo Francis

Dr. Jose James

Dr. Robin John

Dr. Justine Joseph (Psychology)

Dr. Salini L R

Dr. Shintu Dennis

4. Josephine Researcher – Editorial Board

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Dr. Jose James

Dr. Sr. Sijo Francis

Dr. Praveen Joseph

Dr. Subin Joseph

Dr. Salini LR

Ms. Christy Joseph

5. Strategic Planning Group

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon Sebastian Kottarathil CMI (Bursar.)

Rev. Fr. Tison Thomas Kocheril CMI (Fin. Admin.)

Mr. Roby Mathew (IQAC Coordinator)

Dr. Joseph George

Dr. Sr. Sijo Francis

Mr. Roby Mathew

Ms. Droupathy Devi C G

6. Academic Council

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI (HoD, Phy Ed)

Dr. Justine Joseph (HoD, Economics)

Dr. Joseph George (HoD, BBM)

Dr. Sr. Sijo Francis (HoD, Chemistry)

Mr. Roby Mathew (HoD, English)

Dr. Anju P Mathews (HoD, Physics)

Mr. Aneesh N (HoD, Mathematics)

Rev. Dr. Jomon K Sebastian Kottarathil CMI (HoD, Data Science)

Dr. Mathew Joseph Kanamala (HoD, Social Work)

Mr. Jimmy George (HoD, Commerce)

7. Board of Studies

Science: Dr. Jose James

Dr. Anju P Mathews

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Arts: Dr. Justine Joseph

Dr. Salini LR

Dr. Alex ER

Commerce: Dr. Joseph George

Dr. Sharon Lee Jose

8. Finance Committee/Building Committee

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Rev. Fr. Tison Thomas Kocheril CMI (Financial Administrator)

Rev. Dr. Jomon K Sebastian Kottarathil CMI (Bursar)

Rev. Fr. Nixen Mathew Enamattathu CMI

Mr. Roby Mathew (IQAC Coordinator)

9. COVID 19 Jagratha Samiti

Dr. Sabukkutty M G (Principal)

Mr. S. Abhilash Mathew (Superintendent of Examinations)

Rev. Fr. Tison Thomas Kocheril CMI (Non-teaching Staff Rep)

Ms. Kochurani Joseph (Ward Member)

Mr. Sreejith (Health Inspector, PHC Arakulam)

Mr. Joby Francis (PTA Representative)

Ms. Sona Binu (Girl Student Representative)

Mr. Vijay Vinod (Boy Student Representative)

10. Examination Cell (University & Internal)

Mr. S Abhilash Mathew (Superintendent of Examinations)

Dr. Sharon Lee Jose

Dr. Subin Thomas

Dr. Anu Antony

11. Internal Assessment Coordinator

Dr. Sobitha Sebastian

Dr. Anju P Mathews

Ms. Alphonse P Parackal

12. Admissions and Time Table Cell

Dr. Subin Thomas

Mr. Amal J Azhakath

Mr. Silvanose P Thomas

13. Staff Advisor- College Students' Council

Dr. Joseph George

Dr. Sharon Lee Jose

14. Arts Club/Kalotsavam

Dr. Salini L R
Dr. Shintu Dennis
Dr. Anu Antony
Ms. Aparna Prasad

15. Returning Officer for College Union Election

Dr. Subin Thomas
Dr. Sobhitha Sebastian

16. Staff and Department Evaluation

Dr. Sabukkutty M G (Principal)
Rev. Dr. Thomas George Vengaluvakkel CMI

17. Disciplinary Committee

Dr. Sabukkutty M G (Principal)
Dr. Justine Joseph
Mr. Roby Mathew
Ms. Sunitha Mathew
Dr. Anu Antony

18. Alumni Association

Mr. Prince J Mathew (Coordinator)
Dr. Justine Joseph (HoD, Economics)
Dr. Joseph George (HoD, BBM)
Dr. Sr. Sijo Francis (HoD, Chemistry)
Mr. Roby Mathew (HoD, English)
Dr. Anju P Mathews (HoD, Physics)
Mr. Aneesh N (HoD, Mathematics)
Rev. Dr. Jomon K Sebastian Kottarathil CMI (HoD, Data Science)
Dr. Mathew Joseph Kanamala (HoD, Social Work)
Mr. Jimmy Jose (HoD, Commerce)

19. PTA Executive Committee

Dr. Sabukkutty M G (Principal)
Rev. Dr. Jomon K Sebastian Kottarathil CMI (Bursar)

Mr. Prince J Mathew
Dr. Justine Joseph (HoD, Economics)
Mr. Pramod Joseph
Dr. Joseph George (HoD, BBM)
Dr. Sr. Sijo Francis (HoD, Chemistry)
Mr. Roby Mathew (HoD, English)
Dr. Anju P Mathews (HoD, Physics)
Mr. Aneesh N (HoD, Mathematics)
Rev. Fr. Tison Thomas Kocheril CMI (Office Supt. I/C)
Dr. Mathew Joseph Kanamala (HoD, Social Work)
Mr. Jimmy Jose (HoD, Commerce)
Mr. Alex Abraham (PTA Vice President)
Mr. Binu Joseph (PTA Rep)
Ms. Jessintha Antony (PTA Rep)
Mr. Joby Francis (PTA Rep)
Ms. Mini Jify (PTA Joint Secretary)
Mr. Sabukkuttan V K (PTA Rep)

20. Staff Cooperative Society

Dr. Praveen Joseph (President)
Mr. Michael Mathew (Vice President)
Ms. Droupathy Devi C G (Secretary)

21. RUSA / UGC Grants Monitoring Cell

Dr. Sabukkutty M G (Principal)
Rev. Dr. Thomas George Vengaluvakkal CMI
Dr. Jose James
Mr. Roby Mathew
Mr. Aneesh N
Dr. Robin John

22. I-STEM Monitoring Cell

Dr. Sabukkutty M G
Rev. Dr. Thomas George Vengaluvakkal CMI
Dr. Sr. Sijo Francis

Dr. Subin Thomas

Mr. Aneesh N

Rev. Dr. Jomon K Sebastian Kottarathil CMI

23. ERP (Enterprise Resource Planning)

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Dr. Sabukkutty M G (Principal)

Dr. Joseph George

Mr. Kuriachan Joseph

24. LMS and System Administration

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Dr. Sabukkutty M G (Principal)

Mr. Amal J Azhakathu

Mr. Silvanose P Thomas

25. Grievance Redressal Cell

Dr. Sabukkutty M G (Principal)

Rev. Fr. Tison Thomas Kocheril CMI

Mr. Roby Mathew

Dr. Sr. Sijo Francis

Mr. Alex Abraham (PTA Vice President)

Ms. Kochurani Joseph (Ward Member)

Dr. Alex E R

Dr. Subin Thomas

26. Internal Evaluation Grievance Redressal Cell

Primary Level– Teacher Concerned

Department Level – HoD, Class Teacher, Teacher concerned

College Level – Principal and HoD

University Level– Pro- Vice Chancellor, Affiliation

Committee Convener, Controller of Examinations

27. ICC - Internal Complaints Committee for Prevention of Sexual Harassment of Women at Work Place

Dr. Anju P Mathews (Presiding Officer)

Ms. Roopa Jose

Ms. Deena Paul

Mr. Roby Mathew

Ms. Geetha Mathew (NGO Rep)

Ms. Anagha C S, Ms. Merin Victor Ms. Anju Thankachan
(Student Representatives)

28. Teachers' Grievance Redressal Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon K Sebastian Kottarathil CMI (Bursar)

29. Anti – Ragging Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon K Sebastian Kottarathil CMI (Bursar)

Dr. Praveen Joseph

Dr. Subin Thomas

Dr. Shintu Dennis

30. Ethics and Code of Conduct Committee

Dr. Sabukkutty M G (Chairman)

Rev. Dr. Thomas George Vengaluvakkel CMI

Mr. Sabukuttan V K (PTA Representative)

Mr. Prince J Mathew (Faculty, PTA Rep)

Dr. Anu Antony

Dr. Salini L R

31. OER, Copy Right and Plagiarism

Ms. Droupathy Devi C G

Mr. Prince J Mathew

32. Handbook Editorial Board

Dr. Salini L R

Dr. Robin John

Rev. Fr. Tison Thomas Kocheril CMI

33. College Magazine

Dr. Sobhitha Sebastian

Mr. Sarath Chandran

Mr. Roby Mathew
Rev.Fr. Nixen Mathew Enamattathu CMI

34. SC / ST / Monitoring Cell

Dr. Sabukkutty M G (Principal) - Chairman
Ms. Sunitha Mathew - Secretary
Mr. Vinod K S (President, Arakulam Grama Panchayath) -
Member
Dr. Anju P. Mathews - Member
Rev. Fr. Tison Thomas Kocheril CMI (Office Supdt I/C) -
Member

35. OBC / Minority Monitoring Cell

Dr. Sabukkutty M G (Principal) - Chairman
Ms. Sunitha Mathew - Secretary
Mr. Vinod K S (President, Arakulam Grama Panchayath) -
Member
Dr. Anju P. Mathews - Member
Rev. Fr. Tison Thomas Kocheril CMI (Office Supdt I/C) -
Member

36. Annual Quality Assurance Report (AQAR)

Dr. Jose James (AQAR in Charge)
Mr. Roby Mathew
Dr. Joseph George

37. Kerala State Assessment and Accreditation (KSAAC)

Dr. Subin Thomas
Ms. Deena Paul
Dr. Anu Antony
Mr. Roby Mathew

38. All India Survey of Higher Education (AISHE)

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Ms. Tisha Tomy
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Mr. Roby Mathew
Dr. Sharon Lee Jose
Dr. Anu Antony

40. Kerala Institutional Ranking Framework (KIRF)

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Mr. Roby Mathew
Dr. Shintu Dennis
Ms. Christy Joseph
Dr. Sharon Lee Jose

41. General Coordinators of Programmes

Dr. Justine Joseph (HoD, Economics)
Dr. Joseph George (HoD, BBM)
Dr. Sr. Sijo Francis (HoD, Chemistry)
Mr. Roby Mathew (HoD, English)
Dr. Anju P Mathews (HoD, Physics)
Mr. Aneesh N (HoD, Mathematics)
Dr. Subin Thomas
Dr. Robin George
Dr. Alex E R
Dr. Mathew Joseph Kanamala (HoD, Social Work)

Mr. Jimmy George (HoD, Commerce)

Mr. Manu Kurian

42. Add-On / Certificate / Diploma Courses

Coordinators

Dr. Joseph George

Dr. Sr. Sijo Francis

Mr. Roby Mathew

Dr. Anju P Mathews

Mr. Aneesh N

Dr. Mathew Joseph Kanamala

43. Open Course Coordinator

Mr. Aneesh N

Dr. Sobhitha Sebastian

44. Staff (Association) Welfare

Dr. Jose James

Dr. Joseph George

45. Canteen Committee

Rev. Fr. Tison Thomas Kocheril CMI

Rev. Dr. Jomon K Sebastian Kottarathil CMI (Bursar)

Mr. Roby Mathew

Dr. Sr. Sijo Francis

46. Purchase Committee

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Rev. Dr. Thomas George Vengaluvakkal CMI
(Manager)

Dr. Sr. Sijo Francis (HoD Chemistry)

Ms. Droupathy Devi C G (Librarian)

Rev. Fr. Tison Thomas Kocheril CMI (Office Supdt. I/
C)

**47. Library Advisory Committee / Library
Development Committee**

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)
Dr. Sabukkutty M G (Principal)
Ms. Droupathy Devi C G
Rev. Fr. Nixen Mathew Enamattathu CMI

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

Rev. Dr. Jomon K Sebastian Kottarathil CMI (Bursar)
Rev. Fr. Nixen Mathew Enamattathu CMI
Mr. Amal J Azhakath
Ms. Jes Maria Shoji
Mr. Silvanose P Thomas

49. Website Monitoring Cell

Dr. Sabukkutty M G (Principal)
Rev. Fr. Nixen Mathew Enamattathu CMI
Mr. Amal J Azhakathu
Ms. Jes Mariya Shoji
Ms. Sethulakshmi P S
Mr. Silvanose P Thomas

50. Collaboration and Linkages

Rev. Fr. Nixen Mathew Enamattathu CMI
Dr. Mathew Joseph Kanamala
Dr. Robin John
Dr. Salini L R

51. Internal Auditors (Departments and Associations)

Dr. Sharon Lee Jose
Dr. Sobhitha Sebastian

52. College Log Book Maintenance

Dr. Sr. Sijo Francis
Dr. Anu Antony

53. Care taker (Assistive Technology) for the Divyagnjan

Dr. Justine Joseph (Psychology)

Mr. Manu Kurian

54. Result Analysis and Updating

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Mr. Aneesh N

Ms. Almie Joseph

Ms. Jes Maria Shoji

55. National Academic Depository (NAD) / Academic Bank of Credits

Mr. Roby Mathew - ABC Nodal Officer

Rev. Fr. Tison Thomas Kocheril CMI (Office Supdt. I/ C)

Mr. Aneesh N

Mr. Amal J Azhakath

56. NPTEL / MOOC Coordinator

Ms. Deena Paul

Dr. Sr. Sijo Francis

Ms. Sunitha Mathew

Ms. Sneha C S

57. Documentation and Publicity

Dr. Jose James

Ms. Droupathy Devi C G

Dr. Sobhitha Sebastian

58. Institutional Project Management Team / Project Support and Fund Raising

Dr. Sr. Sijo Francis

Dr. Shintu Dennis

Dr. Sharon Lee Jose

59. Language Lab

Ms. Roopa Jose
Rev. Fr. Nixen Mathew Enamattathu CMI
Mr. Roby Mathew
Mr. S Abhilash Mathew
Ms. Aparna Prasad

60. Women Grievance Reddressal Cell

Dr. Sabukkutty M G (Principal)
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Ms. Sunitha Mathew
Dr. Sobhitha Sebastian
Ms. Christy Joseph

61. Incubation Centre

Dr. Jobi K V
Dr. Robin John
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Dr. Subin Thomas
Ms. Almie Joseph

62. E-content Development and Management Cell

Dr. Sabukkutty M G (Principal)
Mr. Amal J Azhakathu,
Ms. Jes Mariya Shoji
Ms. Almie Joseph
Ms. Sneha C S
Mr. Silvanose P Thomas

**63. Industry Academia Collaboration / Student
Capacity Building Support Wing**

Dr. Salini L R
Dr. Shintu Dennis
Ms. Aparna Prasad
Ms. Sethulakshmi P S

**64. Stakeholder Feedback Survey Management
Team**

Mr. Amal J Azhakathu
Ms. Almie Joseph
Ms. Sneha C S

65. Gender Equality Cell / Gender Sensitization / Equal Opportunity Cell

Ms. Sunitha Mathew
Mr. Roby Mathew
Dr. Anu Antony
Ms. Aparna Prasad
Ms. Anagha C S, Ms. Merin Shibu (Student Representatives – Girls).
Mr. Vijay Vinod, Mr. Gervasis Ronichen (Student Representatives – Boys).

66. Repository of Question Bank

Ms. Droupathy Devi C G
Mr. S. Abhilash Mathew
Dr. Sharon Lee Jose
Dr. Subin Thomas

67. Renewable Energy Sources

Dr. Jose James
Rev. Fr. Tison Thomas Kocheril CMI
Dr. Robin John

68. NAAC Criterion Committees for AQAR

I - Dr. Praveen Joseph, Ms. Roopa Jose, Ms. Jovana Pramod,
Ms. Neethumol Shaji, Ms Alphonse Parackal.

II - Dr. Joseph George, Mr. Aneesh N, Dr Sharon Lee
Jose, Mr. Jimmy Jose, Ms. Geethu Jose

III - Dr. Sr. Sijo Francis, Ms. Deena Paul, Dr Robin John,
Ms. Aparna Prasad, Ms. Sneha C S, Mr. Abin Jose

IV - Ms Sunitha Mathew, Dr Alex ER, Ms. Droupathy Devi
C G, Ms. Anu Saju, Ms. Alphonsa Andrews.

V - Dr. Anju P Mathews, Dr. Jobi K V, Mr. Amal Joseph,
Dr Remya Vijayan, Mr Abin Jose

VI - Ms. Christy Joseph, Rev. Fr. Tison Thomas CMI, Ms
Anitta Mathew, Mr. Eswara Sarma S G, Mr Joby Mackolil

VII - Mr.S Abhilash Mathew, Dr. Anu Antony, Dr. Subin
Thomas, Ms. Bincy Francis, Mr Sarath Chandran

69. Bharana Bhasha – Mathrubhasha Cell

Mr. Sarath Chandran

Ms. Alphonse P Parackal

Ms. Droupathy Devi C G

IX Directors of Associations / Cells / Clubs /...

1. National Cadet Corps (NCC)

Dr. Alex E R

Mr. Aneesh N

Mr. Bijo Francis

Ms. Sunitha Mathew

Ms. Vishnumaya C P

2. NCC Advisory Committee

Dr. Sabukkutty M G (Principal)

Ms. Sunitha Mathew

Dr. Alex E R

Mr. Aneesh N

Mr. Krishnadas Biju, Ms. Nikitha Babu (Student
Representatives)

3. National Service Scheme (NSS)

Ms. Christy Joseph

Dr. Robin John

Dr. Anu Antony

Mr. Shibu K R

4. NSS Advisory Committee

Dr. Sabukkutty M G (Principal)

Dr. Robin John (Programme Officer 2)

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

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Rev. Fr. Tison Thomas Kocheril CMI (Office Supdt in Charge)

Mr. K S Vinod (Panchayath President, AGP)

Mr. Vijay Vinod, Ms. Mehar Fathima. (Student Representatives)

Ms. Christy Joseph (Programme Officer 1)

5. Student Initiative in Palliative Care (SIPC)

Mr. Prince J Mathew

Mr. Shaiju S

Rev. Fr. Nixen Mathew Enamattathu CMI

Dr. Anu Antony

6. Oratory and Debating Club

Dr. Shintu Joseph

Mr. Sarath Chandran

Ms. Alphonse P Parackal

7. Quiz Club

Dr. Jose James

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Dr. Sobhitha Sebastian

Mr. Sarath Chandran

8. Sahithya Vedhi and St. Chavara Elocution Competition

Dr. Sobhitha Sebastian

Mr. Sarath Chandran

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Ms. Alphonse Parackal

9. Civil Service Forum

Mr. Prince J Mathew

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Rev. Fr. Nixen Mathew Enamattathu CMI

Dr. Salini L R

Dr. Shintu Dennis

Mr. Sarath Chandran

10. Tourism Club

Dr. Sobhitha Sebastian

Mr. Eswara Sarma

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Mr. Sarath Chandran

Ms. Alphonse P Parackal

11. Walk With a Scholar (WWS)

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Dr. Sr. Sijo Francis

Rev. Fr. Nixen Mathew Enamattathu CMI

12. Scholar Support Programme (SSP)

Dr. Justine Joseph

Mr. Pramod Joseph

Rev. Dr. Jomon K Sebastian Kottarathil CMI

13. Additional Skill Acquisition Programme (ASAP)

Dr. Sr. Sijo Francis

Mr. S Abhilash Mathew

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Mr. Adarsh P Nainan (Student Rep, Physics)

Ms. Asna Ibrahim (Student Rep, English)

14. Unnat Bharat Abhiyan (UBA)

Dr. Anju P Mathews

Mr. S Abhilash Mathew

Rev. Dr. Jomon K Sebastian Kottarathil CMI

15. Young Innovators Programme (YIP)

Dr. Robin John

Dr. Joseph George

Rev. Fr. Tison Thomas Kocheril CMI

Dr. Jobi K V

16. Multi-Media and e-learning Centre

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Dr. Sabukkutty M G (Principal)

Ms. Jes Mariya Shoji

Mr. Amal J Azhakathu

Ms. Almie Joseph

17. Nature Club & Bird Watching Club

Ms. Roopa Jose

Mr. Eswarasarma SG

Rev. Fr. Nixen Mathew Enamattathu CMI

Mr. Abin Jose

Ms. Sethuakshmi P S

18. Career Planning and Guidance

Dr. Sabukkutty M G (Principal)

Ms. Roopa Jose

Dr. Sharon Lee Joseph

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Rev. Fr. Tison Thomas Kocheril CMI

Dr. Robin John

Mr. Amal J Azhakath

**19. Training and Placement/NATS(National
Apprenticeship Training Scheme) Enrollment/
CCC(Connect Career to Campus)**

Ms. Roopa Jose

Dr. Joseph George

Dr. Sharon Lee Jose

Ms. Aparna Prasad

20. Youth Parliament

Dr. Salini LR

Ms. Sunitha Mathew

Rev. Fr. Tison Thomas Kocheril CMI

Dr. Shintu Dennis

Ms. Alphonsa Andrews

21. Vimukthi Club (Anti-narcotic Club – Police)

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Dr. Sabukkutty M G – Principal
Mr. Manu Kurian (Teacher Coordinator)
Ms. Christy Joseph (Teacher Asst. Coordinator)
Mr. Gervasis Ronichen – Student Representative
Mr. Cyriac Philip – Student Representative
Mr. Jerin Joseph – Student Representative
Mr. Abin John – Student Representative
Mr. Alex Abraham (PTA Vice President)
Mr. Joby Francis (PTA Exe. Member)
Ms. Mini Jify (PTA Exe. Member)
Mr. Anand Raj (ASI, Kanjar Police Station)

22. Nerkkootam (Excise)

Dr. Sabukkutty M G – Principal
Ms. Christy Joseph - Club Convener (NSS PO)
Mr. Manu Kurian – Teacher Representative
Mr. Gervasis – Student Representative
Mr. Cyriac Philip – Student Representative
Mr. Alex Abraham (PTA Vice President)
Ms. Mini Jify (PTA Exe. Member)
Mr. Shemeer A (Excise Circle Inspector)
Mr. Vinod K S – Panchayath President, AGP
Ms. Kochurani Joseph – Ward Member, AGP

23. Women's Cell

Dr. Anu Antony
Dr. Anju P Mathews
Ms. Aparna Prasad
Ms. Jovana Pramod

24. Counselling Centre

Dr. Sr. Annie Cyriac SH
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Dr. Sr. Sijo Francis
Dr. Justine Joseph (Psychology)

25. Aakasaparavakal

Mr. Jimmy George

Rev. Fr. Nixen Mathew Enamattathu CMI

Mr. Shibu K R

**26. Entrepreneurship Development Club & Capital
Analysis Forum**

Dr. Joseph George

Mr. Jimmy George

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Mr. Abin Jose

Ms. Anu Saju

Ms. Geethu Jose

**27. Innovation and Entrepreneurship Development
Centre (IEDC)**

Dr. Robin John

Dr. Jobi K V

Ms. Almie Joseph

Ms. Sneha C S

Rev. Fr. Tison Thomas Kocheril CMI

28. Institution Innovation Council (IIC)

Dr. Jobi K V

Dr. Robin John

Ms. Almie Joseph

Ms. Sneha C S

Rev. Fr. Tison Thomas Kocheril CMI

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

Ms. Christy Joseph

Mr. Eswara Sarma S G

Rev. Fr. Tison Thomas Kocheril CMI

Dr. Robin John

Dr. Anu Antony

30. Yoga, Gym and Health Club / Fitness Awareness Club

Rev. Dr. Thomas George Vengaluvakkal CMI

Mr. Bijo Francis

Dr. Robin John

Dr. Alex E R

Ms. Christy Joseph

Dr. Subin Thomas

Mr. Shibu K R

31. Sports and Games

Rev. Dr. Thomas George Vengaluvakkal CMI

Mr. Bijo Francis

Dr. Alex E R

Dr. Subin Thomas

Dr. Robin John

Mr. Shibu K R

32. Remedial Coaching

Dr. Sobhitha Sebastian

Dr. Praveen Joseph

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Ms. Vishnumaya C P

Ms. Bincy Francis

33. SJC Strive / Coaching for Entry in Services

Ms. Sunitha Mathew

Rev. Fr. Nixen Mathew Enamattathu CMI

Dr. Sr. Sijo Francis

Mr. Pramod Joseph

Dr. Anju P Mathews

Mr. Roby Mathew

Ms. Droupathy Devi C G

34. SJC - Art and Design Club

Ms. Roopa Jose
Dr. Shintu Dennis
Ms. Sethulakshmi P S
Ms Aparna Prasad

35. Publication Cell/ Throbbs

Rev. Dr. Jomon K Sebastian Kottarathil CMI
Dr. Jose James
Dr. Sr. Sijo Francis
Dr. Salini L R
Rev. Fr. Nixen Mathew Enamattathu CMI

36. Campus Ministry, CSM, Prayer Group & Jesus Youth

Dr. Sr. Sijo Francis
Rev. Fr. Nixen Mathew Enamattathu CMI
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Ms. Christy Joseph
Ms. Almie Joseph

37. Electoral, Human Rights Education & Legal Literacy Cell

Dr. Joseph George
Mr. Pramod Joseph
Rev. Fr. Tison Mathew Enamattathu CMI
Ms. Alphonsa Andrews

38. Mentoring

Dr. Anu Antony
Mr. Roby Mathew
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Ms. Christy Joseph
Dr. Alex E R

39. Student Progression

Dr. Anu Antony

Mr. Roby Mathew

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Ms. Christy Joseph

Dr. Alex E R

40. Scholarship Cell

Dr. Sobhitha Sebastian

Mr. Aneesh N

Rev. Fr. Nixen Mathew Enamattathu CMI

Ms. Droupathi Devi C G

Ms. Anu Saju

41. Student Services and Student Satisfaction Survey

Dr. Joseph George

Ms. Sunitha Mathew

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Ms. Sneha C S

42. Feedback Collection and Feedback Analysis

Dr. Sabukkutty M G

Mr. Roby Mathew

Dr. Joseph George

Dr. Sr. Sijo Francis

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Ms. Meera M Nair

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

Dr. Jobi K V

Dr. Robin John

Rev. Fr. Nixen Mathew Enamattathu CMI

Ms. Droupathy Devi C G

Ms. Almie Joseph
Ms. Sneha C S

44. Extension Activities

Mr. Manu Kurian
Rev. Fr. Nixen Mathew Enamattathu CMI
Mr. Shibu K R
Mr. Shaiju S
Ms. Anitta Mathew

45. Tagore Forum

Ms. Roopa Jose
Mr. S Abhilash Mathew
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Ms. Sethulakshmi P S

46. ARMS & Life Line Club

Dr. Mathew Joseph Kanamala
Mr. Manu Kurian
Rev. Fr. Tison Thomas Kocheril CMI
Dr. Justine Joseph (Psychology)
Mr. Abin Jose

47. Energy and Environment Awareness Club

Ms. Deena Paul
Rev. Fr. Tison Thomas Kocheril CMI
Dr. Praveen Joseph

48. NET Coaching Support Cell

Dr. Sr. Sijo Francis (Coordinator)
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Ms. Roopa Jose
Rev. Fr. Nixen Mathewe Enamattathu CMI
Mr. Manu Kurian

Mr. Jimmy George
Ms. Droupathy Devi CG

49. Music Club / Dance Club

Dr. Shintu Dennis
Dr. Salini LR
Dr. Anu Antony
Ms. Aparna Prasad

50. Theatre Association

Mr. Prince J Mathew
Dr. Salini LR
Dr. Anu Antony
Ms. Neethumol Shaji

51. Film Appreciation Club

Dr. Salini LR
Dr. Shintu Dennis
Mr. Prince J Mathew
Ms. Neethumol Shaji

52. Chemistry Association – Dr. Jobi K V

53. Economics Association – Mr. Pramod Joseph

54. Management Association – Ms. Tisha Tomy

55. Physics Association – Dr. Praveen Joseph

56. English Association – Ms. Christy Joseph

57. Mathematics Association – Mr. Aneesh N

58. Data Science Association – Rev. Dr. Jomon K

Sebastian Kottarathil CMI

59. Hindi Association – Dr. Sobhitha Sebastian

60. Social Work Association - Ms. Anitta Mathew

61. Commerce Association – Ms. Anu Saju

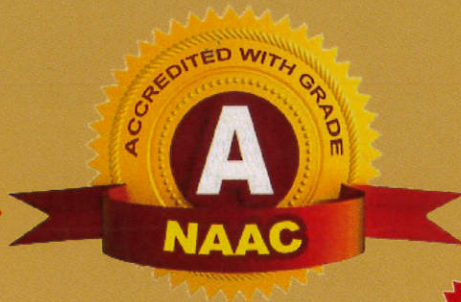
62. BBA Association – Mr. Abin Jose

ST. JOSEPH'S COLLEGE

MOOLAMATTOM
ARAKULAM P.O. IDUKKI 685591

[Established in 1981]

2018-19



Grade point
3.12



The First College in Kerala to be Re-accredited with
'A Grade' in the New Modus Operandi of
NAAC Accreditation, Initiated in 2017

HANDBOOK & CALENDAR

VOL. 38

VIII. ASSOCIATIONS/CLUBS - DIRECTORS

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Ms. Roopa Jose
Rev. Sr. Sijo Francis
Mr. Jithin Thomas
2. National Cadet Corps - Mr. Anish N.
Ms. Annu Joseph
3. Career Planning & Placement Cell - Dr. Sabukkutty M.G.
Ms. Premika P.M.
Ms. Deena Paul
Ms. Tisha Tomy
4. The Women Cell - Dr. Sobhitha Sebastian
Ms. Anu Saju
Ms. Sunitha Mathew
Ms. Sumi Sugathan
5. Students Initiative in Palliative Care - Rev Fr. Lijo K. Joseph
Mr. Prince J. Mathew
Rev. Sr. Sijo Francis
Mr. Sanu Mathew
Ms. Annu Joseph
6. Campus Ministry, CSM & Prayer Group - Rev. Fr. Jobin Thayil CMI
Rev. Fr. Lijo K Joseph CMI
Dr. Joshy Varghese
Rev. Sr. Sijo Francis
Ms. Roopa Jose
Ms. Meenu Mathew
7. Sahithya Vedhi - Dr. Joshy Varghese
Ms. Alphonse P. Parackal
8. Counselling Centre - Mr. Mathew Kanamala
Rev. Fr. Lijo K. Joseph CMI
Mr. Justine Joseph (Psychology)
Rev. Sr. Sijo Francis
9. Tourism Club - Dr. Saju M. Sebastian
Mr. Abhilash Mathew
Dr. Sobhitha Sebastian
Ms. Alphonse P. Parackal

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

- | | |
|---|--|
| 10. Music Club | - Ms. Tisha Tomy
Ms. Radhika S.
Mr. Sanu Mathew
Ms. Roopa Jose |
| 11. Dance Club | - Ms. Sunitha Mathew
Ms. Anu Saju
Ms. Anjana Jose
Ms. Doniamol Sebastian |
| 12. Entrepreneurship Development Club | - Dr. Joseph George
Ms. Ashly Jose
Rev. Fr. Jobin Thayil CMI |
| 13. Legal Literacy Cell | - Dr. C.T. Francis
Mr. Justine Joseph (Psychology) |
| 14. Student Service Cell | - Dr. Saju M. Sebastian
Dr. Roy Sebastian K. |
| 15. Oratory & Debating Club | - Dr. Joshy Varghese
Mr. Jose James
Mr. Roby Mathew
Mr. Jimmy George
Mr. Cyril C. T. |
| 16. Quiz Club | - Mr. Jose James
Mr. Prince J. Mathew
Mr. Visakh N.
Ms. Shoniya V.V. |
| 17. Campus Radio | - Rev. Fr. Lijo K. Joseph CMI
Ms. Tisha Tomy
Mr. Cyril C. T.
Ms. Preetha Vasu |
| 18. Tagore Forum | - Mr. Roby Mathew
Mr. Abhilash Mathew S.
Ms. Athira George |
| 19. Bus Travellers' Grievance
Redressal Cell | - Dr. George V. Thomas (Principal)
Rev. Fr. Jobin Thayil CMI (Bursar)
Mr. Joy Jose
Dr. Joshy Varghese |

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

- Dr. Roy Sebastian K.
Mr. Thomas Sebastian (Supdt)
10. CARE & Lahari Vimuktha Club - Dr. C.T. Francis
11. CASE - Mr. Mathew Kanamala
12. Chemistry Association - Dr. Ebey P. Koshy
Rev. Sr. Sijo Francis
13. Economics Association - Mr. Pramod Joseph
14. Management Association - Dr. C.T. Francis
15. Commerce Association - Mr. Jimmy George
Mr. K. A. Thomas
Mr. Prabhul George
16. BBA Association - Mr. Abin Jose
17. Physics Association - Dr. Roy Sebastian K.
Dr. Praveen Joseph
18. Mathematics Association - Dr. Sabukutty M.G.
19. English Association - Mr. Roby Mathew
Mr. Abhilash Mathew
30. Hindi Association - Dr. Sobhitha Sebastian
Mr. M.P. Narayanan Nampoodiri
31. ARMS - Mr. Mathew Kanamala
Rev. Fr. Lijo K. Joseph CMI
32. Internal Assessment
College Co-ordinators - Dr. Ebey P. Koshy
- Mr. Abhilash Mathew
33. Add-on Courses Chief Co-ordinators - Mr. Roby Mathew
Ms. Deena Paul
34. Nature Club & Birds Club - Dr. Praveen Joseph
Ms. Divya Baby
35. Energy Awareness Forum - Dr. Roy Sebastian K.
Mr. Praveen Joseph
36. Bio diversity Club - Dr. Praveen Joseph
Ms. Divya Baby
37. Theatre Association - Mr. Pramod Joseph
Ms. Sunitha Mathew
Mr. Abin Jose
Ms. Neethu George

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

- | | |
|------------------------------------|---|
| 38. Film Appreciation Club | <ul style="list-style-type: none"> - Mr. Roby Mathew Mr. Mathew Kanamala Mr. Abhilash Mathew |
| 39. Civil Service Forum | <ul style="list-style-type: none"> - Mr. Joseph George Mr. Shibu P.G. Mr. Visakh N. |
| 40. Service Entry Coaching | <ul style="list-style-type: none"> - Mr. Jose James Mr. Visakh N. Ms. Sunitha M.T. |
| 41. Remedial Teaching | <ul style="list-style-type: none"> - Mr. Justine Joseph (Eco.) Mr. Jithin Thomas |
| 42. Bhoomithra Sena | <ul style="list-style-type: none"> - Mr. Prince J. Mathew Ms. Roopa Jose Rev. Sr. Siijo Francis |
| 43. Grievance Redressal Cell | <ul style="list-style-type: none"> - Dr. George V. Thomas (Convener) Rev. Fr. Jobin Thayil CMI Dr. Ebey P. Koshy Dr. Roy Sebastian K. Dr. Sabukutty M.G. |
| 44. Capital Analysis Forum | <ul style="list-style-type: none"> - Mr. Joy Jose Mr. K. A. Thomas Mr. Abin Jose Ms. Anu Saju Mr. Eswarasarma S.G. |
| 45. Women Grievance Redressal Cell | <ul style="list-style-type: none"> - Principal (Director) Bursar (Co-ordinator) Ms. Sunitha Mathew Dr. Sobhitha Sebastian Ms. Sumi Sugathan |
| 46. Old Students Association | <ul style="list-style-type: none"> - Dr. C.T. Francis (Co-ordinator) Mr. Roby Mathew Dr. Roy Sebastian K. Mr. Nirmal Sabu |
| 47. Life Line Club | <ul style="list-style-type: none"> - Mr. Mathew Kanamala Rev. Fr. Lijo K. Joseph CMI Mr. Manu Kurian |

- | | |
|---------------------------------|---|
| 48. Staff Cooperative Society | - Mr. Justine Joseph (Psychology)
- Dr. Saju M Sebastian
Dr. Joseph George
Mr. Thomas Sebastian |
| 49. Scholarship Awareness Forum | - Dr. Joseph George
Mr. Baby Mathew |
| 50. Inter Religious Study Forum | - Dr. Saju M. Sebastian
Ms. Annu Joseph |
| 51. Information Committee | - Rev. Dr. Thomas George (Nodal Officer)
Mr. Prince J. Mathew
Rev. Fr. Jobin Thayil CMI
Dr. Ebey P. Koshy
Mr. Anish N.
Ms. Premika P. M. |
| 52. Human Rights Education Club | - Dr. Joseph George
Mr. Abin Jose |

IX. FACULTY IN COLLEGE BODIES

Staff Council

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

Chief information Officer As per RTI Act

Rev. Dr. Thomas George

Research Assessment Committee

1. Dr. George V. Thomas (Principal)
2. Dr. Ebey P. Koshy (Coordinator)
3. Dr. Joshy Varghese (HOD Malayalam)
4. Dr. Saju M. Sebastian (HOD Chemistry)
5. Dr. Sabukutty M.G. (HOD Mathematics)
6. Dr. Jose K. Xavier, Associate Prof. St. Thomas College Pala (External Expert)

Planning Board

1. Dr. George V. Thomas (Principal)
2. Rev. Fr. Jobin Thayil (Bursar)
3. Dr. Sabukutty M.G. (IQAC Coordinator)
4. Dr. Roy Sebastian K. (HOD, Physics)
5. Mr. Justine Joseph (HOD, Economics)
6. Dr. C.T. Francis (HOD, Management Studies)
7. Mr. Roby Mathew (HOD, English)
8. Dr. Ebey P. Koshy (Associate Professor, Chemistry)
9. Ms. Droupathi Devi C. G. (Librarian)
10. Mr. Thomas Sebastian (Head Accountant)

Rusa/UGC Funding

1. Dr. Sabukutty M.G.
2. Dr. Joseph George
3. Mr. Roby Mathew
4. Ms. Roopa Jose
5. Dr. Praveen Joseph

Parent Teacher Association

1. Dr. George V Thomas (Principal)-President
2. Mr. Prince J Mathew (Secretary)
3. Dr. Roy Sebastian K.
4. Mr. Justine Joseph

5. Mr. Pramod Joseph
6. Dr. Sobhitha Sebastian
7. Mr. Thomas Sebastian

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2. Rev. Fr. Jobin Thayil CMI (Bursar)
3. Dr. C.T. Francis
4. Dr. Saju M. Sebastian

Disciplinary Committee

1. Dr. George V Thomas (Principal)
2. Dr. C.T. Francis
3. Dr. Sabukutty M.G.
4. Dr. Saju M. Sebastian
5. Dr. Roy Sebastian K.
6. Mr. Roby Mathew
7. Mr. Justine Joseph (Eco)
8. Mr. Thomas Sebastian (Supdt)

College Union Adviser: Dr. Saju M. Sebastian

Ethics Committee

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Vice-Chairman : P.T.A. Vice President
Convener : Staff Secretary - Mr. Pramod Joseph
Joint Convener : College Chairman

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N.C.C Rep. : Mr. Anish N.
Panchayat Member : Mr. Sijumon M. K.
Lady Rep from Teacher/ PTA : Dr. Sobhitha Sebastian

Handbook Editors

1. Rev. Fr. Jobin Thayil CMI

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

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3. Mr. Roby Mathew
4. Mr. A.A. Baby
5. Ms. Roopa Jose

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2. Ms. Droupathy Devi C.G.
3. Dr. Saju M. Sebastian
4. Dr. Sabukutty M.G.
5. Mr. Roby Mathew

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2. Dr. Roy Sebastian K.
3. Dr. Ebey P. Koshy
4. Dr. Joseph George
5. Mr. Baby Mathew

P.T.A. Executive Committee

1. Mr. Mathew Joseph Ph: 9447707468
2. Mrs. Daisy George Ph: 9446288523
3. Mr. Sajan Ph: 9744408482
4. Mr. A. A. Baby Ph: 9747775011
5. Mr. Mathew Kattakkayam Ph: 9447291201

Internal Evaluation Grievance Redressal Cell

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

ASAP Coordinator

Mr. Abhilash Mathew

Internal Complaint 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)

Purchase Committee

1. Dr. Ebey P. Koshy
2. Dr. Sabukutty M.G.
3. Dr. Roy Sebastian K.
4. Mr. Justine Joseph
5. Dr. C.T. Francis
6. Mr. Roby Mathew
7. Mr. Thomas Sebastian

Tutorial System

1. Dr. George V Thomas (Convener)
2. Dr. Joseph George (Coordinator)
3. Mr. Prince J. Mathew
4. Dr. Roy Sebastian K.
5. Dr. Praveen Joseph

Open Course Co-ordinator

Dr. Ebey P. Koshy

Josephines Researcher Editors

Dr. Joshy Varghese

Dr. Ebey P. Koshy

Mr. Roby Mathew

Mr. Jose James

Walk With a Scholar Coordinator

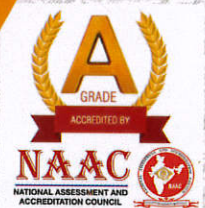
Mr. Roby Mathew

Scholar Support Pgm. Coordinator

Mr. Justin Joseph (Eco)

HANDBOOK & CALENDAR

2019-2020



ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Arakulam - Thodupuzha - 685 591

A College under the CMI Management, Affiliated to M.G. University
Re Accredited by NAAC with A grade (CGPA 3.12)



VIII. ASSOCIATIONS/CLUBS - DIRECTORS

1. National Service Scheme - Mr. Prince J. Mathew
Ms. Roopa Jose
Dr. Sr. Sijo Francis
2. National Cadet Corps - Mr. Anish N.
Mr. Jayakrishnan R.
3. Career Planning & Placement Cell - Dr. Sabukkutty M.G.
Ms. Deena Paul
Ms. Tisha Tomy
Ms. Premika P.M.
4. The Women Cell - Dr. Sobhitha Sebastian
Ms. Sunitha Mathew
Ms. Sumi Sugathan
Ms. Sreelakshmi S.
5. Students Initiative in Palliative Care - Rev Fr. Lijo K. Joseph
Mr. Shaiju S.
6. Campus Ministry, CSM & Prayer Group - Rev. Fr. Libin Valiyaparambil CMI
Rev. Fr. Lijo K Joseph CMI
Dr. Joshy Varghese
Dr. Sr. Sijo Francis
Dr. Jain Maria Thomas
Ms. Meenu Mathew
7. Sahithya Vedhi - Dr. Joshy Varghese
Ms. Alphonse P. Parackal
8. Counselling Centre - Mr. Mathew Kanamala
Rev. Fr. Lijo K. Joseph CMI
Dr. Sr. Sijo Francis
Dr. Justine Joseph (Psychology)
9. Tourism Club - Mr. Eswara Sarma S.G.
Dr. Sobhitha Sebastian
Ms. Alphonse P. Parackal

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

10. Music Club - Ms. Tisha Tomy
Ms. Sreelakshmi S.
Ms. Mubeena Sainudheen
Ms. Roopa Jose
11. Dance Club - Ms. Sunitha Mathew
Ms. Anu Saju
Ms. Doniamol Sebastian
Ms. Aleena Sabu
12. E D Club - Dr. Joseph George
Rev. Fr. Libin Valiyaparambil CMI
Ms. Ashly Jose
13. Legal Literacy Cell - Dr. C.T. Francis
Dr. Justine Joseph (Psychology)
14. Student Service Cell - Dr. Roy Sebastian K.
Dr. Ebey P. Koshy
15. Oratory & Debating Club - Dr. Joshy Varghese
Dr. Jose James
Mr. Roby Mathew
Mr. Jimmy George
16. Quiz Club - Dr. Jose James
Mr. Prince J. Mathew
Mr. Visakh Chandran
17. Campus Radio - Rev. Fr. Lijo K. Joseph CMI
Ms. Tisha Tomy
Ms. Reeba George
18. Tagore Forum - Mr. Roby Mathew
Ms. Sunitha Mathew
Mr. Cyril C.T.
Mr. Melwin Shaji Mathew

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

19. Bus Travellers' Grievance - Dr. Saju M. Sebastian (Principal)
Redressal Cell Rev. Fr. Libin Valiyaparambil CMI
(Bursar)
Mr. Joy Jose
Dr. Joshy Varghese
Dr. Roy Sebastian K.
Mr. Thomas Sebastian (Supdt)
20. CARE & Lahari - Dr. C.T. Francis
Vimuktha Club
21. CASE - Mr. Mathew Kanamala
22. Chemistry Association - Dr. Ebey P. Koshy
Dr. Sr. Sijo Francis
23. Economics Association - Mr. Pramod Joseph
24. Management Association - Dr. C.T. Francis
25. Commerce Association - Mr. Jimmy George
26. BBA Association - Mr. Abin Jose
27. Physics Association - Dr. Roy Sebastian K.
Dr. Praveen Joseph
28. Mathematics Association - Dr. Sabukutty M.G.
29. English Association - Mr. Roby Mathew
Mr. Abhilash Mathew
Ms. Sunitha Mathew
30. Hindi Association - Dr. Sobhitha Sebastian
Mr. M.P. Narayanan Nampoodiri
31. ARMS - Mr. Mathew Kanamala
Rev. Fr. Lijo K. Joseph CMI
32. Internal Assessment - Dr. Ebey P. Koshy
College Co-ordinators - Mr. Abhilash Mathew
33. Add-on Courses Chief - Mr. Roby Mathew
Co-ordinators Ms. Deena Paul

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

34. Nature Club & Birds Club - Dr. Praveen Joseph
Ms. Ance Denny
35. Energy Awareness Forum - Dr. Roy Sebastian K.
Mr. Praveen Joseph
36. Bio Diversity Club - Dr. Praveen Joseph
Ms. Doniamol Sebastian
37. Theatre Association - Mr. Pramod Joseph
Ms. Sunitha Mathew
Mr. Abin Jose
Ms. Anju Joseph
38. Film Appreciation Club - Mr. Roby Mathew
Mr. Mathew Kanamala
Mr. Abhilash Mathew
39. Civil Service Forum - Dr. Joseph George
Mr. Shibu P.G.
Ms. Premika P.M.
40. Service Entry Coaching - Dr. Jose James
Mr. Amal Joseph
Ms. Sunitha M.T.
41. Remedial Teaching - Mr. Justine Joseph
Ms. Reeba George
42. Bhoomithra Sena - Mr. Prince J. Mathew
Ms. Roopa Jose
Dr. Sr. Sijo Francis
43. Grievance Redressal Cell - Dr. Saju M. Sebastian (Convener)
Rev. Fr. Libin Valiyaparambil CMI
Dr. Roy Sebastian K.
Dr. Ebey P. Koshy
Dr. Sabukutty M.G.
44. Capital Analysis Forum - Mr. Joy Jose
Mr. Jimmy George

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

- Mr. Abin Jose
 Mr. Eswara Sarma S.G.
 Mr. Selas Cherian
45. Women Grievance - Principal (Director)
 Redressal Cell Bursar (Co-ordinator)
 Ms. Sunitha Mathew
 Dr. Sobhitha Sebastian
 Ms. Deena Paul
46. Alumni Association - Dr. C.T. Francis (Co-ordinator)
 Dr. Roy Sebastian K.
 Mr. Roby Mathew
47. Life Line Club - Mr. Mathew Kanamala
 Rev. Fr. Lijo K. Joseph CMI
 Mr. Manu Kurian
 Dr. Justine Joseph
48. Staff Cooperative Society - Dr. Saju M Sebastian
 Dr. Joseph George
 Mr. Thomas Sebastian
49. Scholarship Cell - Dr. Joseph George
 Mr. Biju Scaria
50. Inter Religious Study Forum - Dr. Ebey P. Koshy
 Ms. Premika P.M.
51. Information Committee - Rev. Dr. Thomas George (Nodal
 Officer)
 Mr. Prince J. Mathew
 Rev. Fr. Libin Valiyaparambil CMI
 Dr. E. Koshy
 Mr. Anish N.
 Ms. Premika P. M.
52. Human Rights Education - Dr. Joseph George
 Club Mr. Abin Jose

IX. FACULTY IN COLLEGE BODIES

1. Staff Council

1. Dr. Saju M. Sebastian (Principal)
2. Lt. Pramod Joseph (Secretary)
3. Dr. Roy Sebastian K. (HOD, Physics)
4. Dr. Ebey P. Koshy (HOD, Chemistry)
5. Mr. Justine Joseph (HOD, Economics)
6. Dr. Sabukutty M.G. (HOD, Mathematics)
7. Dr. C.T. Francis (HOD, Management Studies)
8. Rev. Dr. Thomas George (Physical Education)
9. Mr. Roby Mathew (HOD, English)
10. Ms. Droupathy Devi C.G. (Librarian)
11. 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. Saju M. Sebastian (Principal)
2. Dr. Ebey P. Koshy (Coordinator)
3. Dr. Sabukutty M.G. (HOD, Mathematics)
4. Dr. C.T. Francis (HOD, Management Studies)
5. Dr. Joshy Varghese (HOD, Malayalam)
6. Dr. Jose K. Xavier, Associate Prof., St. Thomas College, Pala (External Expert)

4. Planning Board

1. Dr. Saju M. Sebastian (Principal)
2. Rev. Fr. Libin Valiyaparambil (Bursar)
3. Dr. Joseph George (IQAC Coordinator)
4. Dr. Roy Sebastian K. (HOD, Physics)
5. Dr. Ebey P. Koshy (HOD, Chemistry)
6. Mr. Justine Joseph (HOD, Economics)

7. Dr. Sabukutty M.G (HOD, Mathematics)
8. Dr. C.T. Francis (HOD, Management Studies)
9. Mr. Roby Mathew (HOD, English)
10. Ms. Droupathi Devi C. G. (Librarian)
11. Mr. Thomas Sebastian (Supdt)

5. RUSA/UGC Grants Monitoring Cell

1. Dr. Joseph George
2. Mr. Roby Mathew
3. Dr. Jose James
4. Ms. Roopa Jose
5. Dr. Praveen Joseph

6. Parent Teacher Association

1. Dr. Saju M. Sebastian (Principal) - President
2. Mr. Prince J Mathew - Secretary
3. Dr. Roy Sebastian K.
4. Mr. Justine Joseph
5. Mr. Pramod Joseph
6. Dr. Sobhitha Sebastian
7. Mr. Thomas Sebastian

7. Anti Ragging Cell

1. Dr. Saju M. Sebastian (Principal)
2. Rev. Fr. Libin Valiyaparambil CMI (Bursar)
3. Dr. Roy Sebastian K.
4. Dr. C.T. Francis

8. Disciplinary Committee

1. Dr. Saju M. Sebastian (Principal)
2. Dr. Roy Sebastian K.
3. Dr. Ebey P. Koshy
4. Mr. Justine Joseph

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

5. Dr. Sabukutty M.G.
6. Dr. C.T. Francis
7. Mr. Roby Mathew
8. Mr. Thomas Sebastian (Supdt)

9. Students Union

Staff Advisor : Dr. Jose James

10. Ethics Committee

- Chairman : Principal - Dr. Saju M. Sebastian
Vice-Chairman : P.T.A. Vice President
Convener : Staff Secretary - Mr. Pramod Joseph
Joint Convener : College Chairman

Members

- Management Rep. : Rev. Fr. Libin Valiyaparambil CMI
N.S.S. Rep. : Mr. Prince J. Mathew
N.C.C Rep. : Mr. Anish N.
Panchayat Member : Mr. Sijumon M. K.
Lady Rep from
Teacher/PTA : Dr. Sobhitha Sebastian

11. Handbook Editorial Board

1. Rev. Fr. Libin Valiyaparambil CMI
2. Ms. Roopa Jose
3. Dr. Sobhitha Sebastian
4. Mr. Roby Mathew
5. Mr. Thomas Sebastian (Supdt)
6. Mr. K.T. Joseph

12. Library Advisory Committee

1. Dr. Saju M. Sebastian (Principal)
2. Ms. Droupathy Devi C.G (Librarian)
3. Dr. Ebey P. Koshy
4. Dr. Sabukutty M.G.
5. Mr. Roby Mathew

13. SC/ST/Minority Monitoring Cell

1. Dr. Saju M. Sebastian (Principal)
2. Dr. Roy Sebastian K.
3. Dr. Ebey P. Koshy
4. Dr. Joseph George
5. Mr. Biju Scaria

14. P.T.A. Executive Committee

1. Mr. Mathew Joseph Ph: 9447707468
2. Mrs. Daisy George Ph: 9446288523
3. Mr. Sajan Ph: 9744408482
4. Mr. Mathew Kattakkayam Ph: 9447291201

15. 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.

16. Additional Skill Acquisition Programme (ASAP)

Coordinator: Mr. Abhilash Mathew

17. 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)

18. Purchase Committee

1. Dr. Roy Sebastian K.
2. Dr. Ebey P. Koshy
3. Mr. Justine Joseph
4. Dr. Sabukutty M.G.
5. Dr. C.T. Francis
6. Mr. Roby Mathew
7. Mr. Thomas Sebastian

19. Tutorial Supervisory Committee

1. Dr. Saju M. Sebastian (Convener)
2. Dr. Joseph George (Coordinator)
3. Dr. Roy Sebastian K.
4. Dr. Praveen Joseph
5. Mr. Prince J. Mathew

20. Open Course

Co-ordinator: Dr. Ebey P. Koshy

21. *Josephine Researcher Journal*

Editorial Board:

1. Dr. Ebey P. Koshy
2. Dr. Joshy Varghese
3. Mr. Roby Mathew
4. Dr. Jose James

22. Walk With a Scholar Programme

Co-ordinator : Mr. Roby Mathew

23. Scholar Support Programme

Co-ordinator : Mr. Justin Joseph

24. Unnat Bharat Abhiyan (UBA)

Co-ordinators : 1. Mr. Abhilash Mathew
2. Ms. Anju P. Mathew

25. Institution Innovation Cell (IIC)

Co-ordinators : 1. Dr. Praveen Joseph
2. Dr. Jose James



HAND BOOK & CALENDAR

2020-2021



ST. JOSEPH'S COLLEGE MOOLAMATTOM

Arakulam - Thodupuzha 685 591

A College Under the CMI Management Affiliated to M.G University

Re- Accredited by NAAC With A Grade

www.stjosephscollegemoolamattom.ac.in

VIII. FACULTY IN COLLEGE BODIES

1. Staff Council

1. Dr. Ebey P. Koshy (Principal) *Sabukutty*
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) *Anush*
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, MOOLAMATTOM

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)

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

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

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

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 P Mathews
 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. Sahityavedhi 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. Chitralkkha 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 Eduction & 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



ST. JOSEPH'S COLLEGE MOOLAMATTOM

A College Under the CMI Management

Affiliated to M G University

Re Accredited by NAAC with A Grade

www.stjosephscollegemoolamattom.ac.in

Hand Book
& Calendar 2021-2022



VIII. FACULTY IN COLLEGE BODIES

1. Staff Council

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Rev. Dr. Thomas George Vengaluvakkal CMI

Mr. Pramod Joseph

Mr. Prince J Mathew

Dr. Justine Joseph

Dr. Joseph George

Dr. Sr. Sijo Francis

Mr. Roby Mathew

Ms. Anju P Mathews

Mr. Aneesh N

Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Droupathy Devi C G

Mr. Paul C Abraham

2. Chief Information Officer under RTI Act

Rev. Dr. Thomas George Vengaluvakkal CMI

3. Research Assessment Committee

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Rev. Dr. Thomas George Vengaluvakkal CMI

Dr. Sr. Sijo Francis

Dr. Jose James

Dr. Robin John

Dr. Justine Joseph (Psychology)

Dr. Salini L R

Dr. Shintu Dennis

4. Josephine Researcher – Editorial Board

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Dr. Jose James

Dr. Sr. Sijo Francis

Dr. Praveen Joseph

Dr. Subin Joseph

Dr. Salini LR

Ms. Christy Joseph

5. Strategic Planning Group

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Rev. Dr. Jomon Sebastian Kottarathil CMI (Bursar)

Dr. Joseph George (IQAC Coordinator)

Dr. Sr. Sijo Francis

Mr. Roby Mathew

Ms. Droupathy Devi C G

Mr. Paul C Abraham

6. Academic Council

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI (HoD, Phy Ed)

Dr. Justine Joseph (HoD, Economics)

Dr. Joseph George (HoD, BBM)

Dr. Sr. Sijo Francis (HoD, Chemistry)

Mr. Roby Mathew (HoD, English)

Dr. Anju P Mathews (HoD, Physics)

Mr. Aneesh N (HoD, Mathematics)

Rev. Dr. Jomon Sebastian Kottarathil CMI (HoD, Data Science)

Dr. Mathew Kanamala (HoD, Social Work)

Mr. Jimmy George (HoD, Commerce)

7. Board of Studies

Science: Dr. Jose James

Dr. Anju P Mathews

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Arts: Dr. Justine Joseph

Dr. Salini LR

Dr. Alex E R

Commerce: Dr. Joseph George

Dr. Sharon Lee Jose

8. Finance Committee

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Rev. Dr. Jomon Kottarathil CMI (Bursar)

Rev. Fr. Nixen Mathew Enamattathu CMI

Dr. Joseph George (IQAC Coordinator)

9. COVID 19 Jagratha Samiti

Dr. Sabukkutty M G (Principal)

Mr. Abhilash S Mathew (Superintendent of Examinations)

Rev. Fr. Nixen Mathew Enamattathu CMI

Ms. Rani (Ward Member)

Ms. Bincy (Health Inspector)

Mr. Saju K Mathew (PTA Representative)

Ms. Namitha M Sharma (Girl Student Representative)

Mr. Amal Dev B (Boy Student Representative)

10. Examination Cell (University & Internal)

Mr. Abhilash S Mathew (Superintendent of Examinations)

Dr. Alex E R

Dr. Subin Thomas

Dr. Anu Antony

11. Internal Assessment Coordinator

Mr. Pramod Joseph

Dr. Sobitha Sebastian

Ms. Alphonse P Parackal

12. Admissions and Time Table Cell

Dr. Subin Thomas

Mr. Amal J Azhakath

Mr. Sanu Mathew

13. Staff Advisor- College Students' Council

Dr. Jose James

Dr. Sharon Lee Jose

14. Arts Club

Dr. Salini L R
Dr. Shintu Dennis
Dr. Anu Antony
Mr. Joby Mackolil
Ms. Indu J Nair

15. Returning Officer for College Union Election

Dr. Subin Thomas
Mr. Pramod Joseph

16. Staff and Department Evaluation

Dr. Sabukkutty M G (Principal)
Rev. Dr. Thomas George Vengaluvakkal CMI

17. Disciplinary Committee

Dr. Sabukkutty M G (Principal)
Dr. Justine Joseph
Mr. Roby Mathew
Ms. Sunitha Mathew
Ms. Anu Antony

18. Alumni Association

Mr. Prince J Mathew (Coordinator)
Dr. Justine Joseph (HoD, Economics)
Dr. Joseph George (HoD, BBM)
Dr. Sr. Sijo Francis (HoD, Chemistry)
Mr. Roby Mathew (HoD, English)
Dr. Anju P Mathews (HoD, Physics)
Mr. Aneesh N (HoD, Mathematics)
Rev. Dr. Jomon Sebastian Kottarathil CMI (HoD, Data Science)
Dr. Mathew Kanamala (HoD, Social Work)
Mr. Jimmy Jose (HoD, Commerce)

19. PTA Executive Committee

Dr. Sabukkutty M G (Principal)
Rev. Dr. Jomon Sebastian Kottarathil CMI (Bursar)

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Mr. Prince J Mathew

Dr. Justine Joseph (HoD, Economics)

Mr. Pramod Joseph

Dr. Joseph George (HoD, BBM)

Dr. Sr. Sijo Francis (HoD, Chemistry)

Mr. Roby Mathew (HoD, English)

Dr. Anju P Mathews (HoD, Physics)

Mr. Aneesh N (HoD, Mathematics)

Rev. Fr. Nixen Mathew Enamattathu CMI

Dr. Mathew Kanamala (HoD, Social Work)

Mr. Jimmy Jose (HoD, Commerce)

Mr. Konthalam Hassan (PTA Rep)

Mr. Sunny K Jacob (PTA Rep)

Mr. Prasanna Kumar (PTA Rep)

Mr. Saju K Mathew (PTA Rep)

Ms. Celin Abraham (PTA Rep)

Mr. Jomon (PTA Rep)

20. Staff Cooperative Society

Dr. Joseph George (Secretary)

Mr. Paul C Abraham

Ms. Roopa Jose

21. RUSA / UGC Grants Monitoring Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI

Ms. Droupathy Devi C G

Mr. Aneesh N

Dr. Robin John

Dr. Subin Thomas

22. ERP (Enterprise Resource Planning) and System Administration

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Dr. Sabukkutty M G (Principal)

Dr. Sharon Lee Jose

Mr. Mathews Emmanuel

23. LMS and System Administartion

Rev. Dr. Thomas George Vengaluvakkel CMI (Manager)

Dr. Sabukkutty M G (Principal)

Mr. Mathews Emmanuel

Mr. Amal J Azhakathu

Ms. Jes Mariya Shoji

24. Grievance Redressal Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon Sebastian Kottarathil CMI

25. Internal Evaluation Grievance Redressal Cell

Primary Level– Teacher Concerned

Department Level – HoD, Class Teacher, Teacher concerned

College Level – Principal and HoD

University Level– Pro- Vice Chancellor, Affiliation

Committee Convener, Controller of Examinations

26. ICC - Internal Complaints Committee for Prevention of Sexual Harassment of Women at Work Place

Ms. Sunitha Mathew (Presiding Officer)

Ms. Roopa Jose

Dr. Joseph George

Ms. Droupathy Devi C G

Ms. Geetha Mathew (NGO Rep.)

Ms. Anagha C S, Ms. Meenu Manoj, Ms. Helena Saju
(Student Representatives)

27. Teachers' Grievance Redressal Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon Sebastian Kottarathil CMI (Bursar)

28. Anti – Ragging Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon Sebastian Kottarathil CMI (Bursar)

Dr. Praveen Joseph

Dr. Subin Thomas

Dr. Shintu Dennis

29. Ethics and Code of Conduct Committee

Dr. Sabukkutty M G (Chairman)

Rev. Dr. Thomas George Vengaluvakkal CMI

Dr. Anu Antony

Dr. Salini L R

Mr. Saju K Mathew (PTA Representative)

Mr. Prince J Mathew

30. OER, Copy Right and Plagiarism

Ms. Droupathy Devi C G

Mr. Prince J Mathew

31. Handbook Editorial Board

Dr. Salini L R

Dr. Robin John

Mr. Paul C Abraham

32. College Magazine

Dr. Sobhitha Sebastian

Ms. Anjumol Babu

Mr. Roby Mathew

33. SC / ST Monitoring Cell

Ms. Sunitha Mathew

Dr. Anju P. Mathews

34. OBC / Minority Monitoring Cell

Ms. Sunitha Mathew

Dr. Anju P. Mathews

35. Annual Quality Assurance Report (AQAR)

Ms. Sunitha Mathew

Dr. Joseph George

Mr. Roby Mathew

36. Kerala State Assessment and Accreditation (KSAAC)

Dr. Anu Antony
Dr. Joseph George
Dr. Subin Jose
Dr. Shintu Dennis
Ms. Christy Joseph
Dr. Sharon Lee Jose

37. All India Survey of Higher Education (AISHE)

Ms. Deena Paul
Dr. Joseph George
Ms. Tisha Tomy

38. National Institutional Ranking Framework (NIRF)

Mr. Prince J Mathew
Dr. Joseph George
Dr. Sharon Lee Jose
Dr. Anu Antony

39. Kerala Institutional Ranking Framework (KIRF)

Dr. Subin Jose
Dr. Joseph George
Dr. Anu Antony
Dr. Shintu Dennis
Ms. Christy Joseph
Dr. Sharon Lee Jose

40. General Coordinators of Programmes

Dr. Justine Joseph (HoD, Economics)
Dr. Joseph George (HoD, BBM)
Dr. Sr. Sijo Francis (HoD, Chemistry)
Mr. Roby Mathew (HoD, English)
Dr. Anju P Mathews (HoD, Physics)
Mr. Aneesh N (HoD, Mathematics)
Dr. Subin Thomas
Dr. Robin George

Dr. Alex E R

Dr. Mathew Kanamala (HoD, Social Work)

Mr. Jimmy George (HoD, Commerce)

Mr. Manu Kurian

41. Add-On / Certificate / Diploma Courses Coordinators

Dr. Joseph George

Dr. Sr. Sijo Francis

Mr. Roby Mathew

Dr. Anju P Mathews

Mr. Aneesh N

Dr. Mathew Kanamala

42. Open Course Coordinator

Dr. Sobhitha Sebastian

Mr. Aneesh N

43. Staff (Association) Welfare

Dr. Jose James

Dr. Joseph George

44. Purchase Committee

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Ms. Droupathy Devi C G (Librarian)

Dr. Sr. Sijo Francis

Dr. Anju P Mathews

Mr. Paul C Abraham

45. Library Development Committee

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Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon Sebastian Kottarathil CMI (Bursar)

Ms. Droupathy Devi C G

46. Computer Lab and Internet Centre

(Network Resource Centre)

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Rev. Fr. Nixen Mathew Enamattathu CMI

Mr. Amal J Azhakath

Ms. Jes Maria Shoji

Ms. Sruthy Sebastian

Mr. Sijo John

47. Website Monitoring Cell

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Mr. Amal J Azhakathu

Ms. Jes Mariya Shoji

Ms. Christy Joseph

Ms. Sethulakshmi P S

Mr. Mathews Emmanuel

48. Collaboration and Linkages

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Dr. Robin John

Dr. Salini LR

49. Internal Auditors (Departments and Associations)

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Dr. Sobitha Sebastian

50. College Log Book Maintenance

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Dr. Anu Antony

51. Care taker (Assistive Technology) for the Divyagnjan

Dr. Justine Joseph (Psychology)

Mr. Manu Kurian

52. Result Analysis and Updating

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Dr. Subin Thomas

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Dr. Joseph George
Mr. Amal J Azhakath

54. MOOC Coordinator

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Ms. Sunitha Mathew
Ms. Deena Paul
Ms. Christy Joseph

55. Documentation and Publicity

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Dr. Sobhitha Sebastian
Dr. Jose James
Mr. Sanu Mathew

56. Institutional Project Management Team

Dr. Sr. Sijo Francis
Dr. Shintu Dennis
Dr. Sharon Lee Jose

57. Language Lab

Ms. Roopa Jose
Mr. Roby Mathew
Mr. Abhilash S Mathew
Ms. Indu G Nair

58. Women Grievance Reddressal Cell

Dr. Sabukkutty M G (Principal)
Rev. Dr. Jomon Sebastian Kottarathil CMI
Ms. Sunitha Mathew
Dr. Sobhitha Sebastian
Ms. Christy Joseph

59. Incubation Centre

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Dr. Subin Thomas

Dr. Jobi K V

60. E-content Development and Management Cell

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Ms. Jes Mariya Shoji

Ms. Sruthy Sebastian

61. Student Capacity Building Support Wing

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Ms. Christy Joseph

Ms. Jayalakshmi P S

62. Stakeholder Feedback Survey Management Team

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Mr. Joby Mackolil

Ms. Nimisha Ann Jose

63. Project Support and Fund Raising

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Dr. Shintu Dennis

Dr. Sharon Lee Jose

64. Gender Equality Cell / Gender Sensitization / Equal Opportunity Cell

Ms. Sunitha Mathew

Dr. Joseph George

Mr. Abhilash S Mathew

Ms. Droupathy Devi C G

Ms. Indu J Nair

Ms. Anagha C S, Ms. Helena Saju (Student Representatives – Girls).

Mr. Harikrishnan, Mr. Devin Joseph (Student Representatives – Boys).

65. Repository of Question Bank

Ms. Droupathy Devi C G

Mr. Abhilash S Mathew

Dr. Sobhitha Sebastian

Dr. Jobi K V

66. Renewable Energy Sources

Dr. Jose James

Dr. Robin John

67. NAAC Criterion Committees for AQAR

I - Ms. Roopa Jose, Dr. Praveen Joseph, Ms. Jovana Pramod, Ms. Ashley Jose

II - Dr. Salini L R, Mr. Aneesh N, Mr. Jimmy Jose, Ms. Mareet Paul

III - Dr. Sr. Sijo Francis, Ms. Deena Paul, Dr. Remya Vijayan, Ms. Indu J Nair

IV - Dr. Jose James, Ms. Droupathy Devi C G, Ms. Anu Saju, Ms. Elizabeth Mathew

V - Dr. Anju P Mathews, Dr. Jobi K V, Dr. Robin John, Mr. Amal Joseph

VI - Ms. Christy Joseph, Mr. Paul C Abraham, Mr. Abin Jose, Mr. Eswara Sarma S G

VII - Mr. Abhilash S Mathew, Ms. Tisha Tomy, Mr. Divyamol Thomas, Ms. Shoniya V V

68. Bharana Bhasha – Mathrubhasha Cell

Ms. Droupathy Devi C G

Ms. Anjumol Babu

Ms. Alphonse P Parackal

IX Directors of Associations / Cells / Clubs /...

1. National Cadet Corps (NCC)

Dr. Alex E R

Mr. Aneesh N

Dr. Robin John

Ms. Sunitha Mathew

Ms. Sruthy Sebastian

2. National Service Scheme (NSS)

Ms. Roopa Jose
Mr. Abhilash S Mathew
Dr. Robin John
Mr. Sanu Mathew

3. Students Initiative in Palliative Care (SIPC)

Mr. Prince J Mathew
Dr. Anu Antony
Mr. Shaiju S

4. Oratory and Debating Club

Dr. Shintu Joseph
Ms. Anjumol Babu
Ms. Alphonse P Parackal

5. Quiz Club

Dr. Jose James
Dr. Sobhitha Sebastian
Ms. Anjumol Babu

6. Sahithya Vedhi and St. Chavara Elocution Competition

Dr. Sobhitha Sebastian
Ms. Anjumol Babu
Rev. Dr. Jomon Sebastian Kottarathil CMI
Ms. Alphonse P Parackal

7. Civil Service Forum

Mr. Prince J Mathew
Rev. Dr. Jomon Sebastian Kottarathil CMI
Dr. Salini L R
Dr. Shintu Dennis
Ms. Anjumol Babu

8. Tourism Club

Dr. Sobhitha Sebastian
Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Anjumol Babu

Mr. Eswara Sarma

Ms. Alphonse P Parackal

9. Walk With a Scholar (WWS)

Mr. Roby Mathew

Dr. Sr. Sijo Francis

10. Scholar Support Programme (SSP)

Dr. Justine Joseph

Mr. Pramod Joseph

Rev. Dr. Jomon Sebastian Kottarathil CMI

11. Additional Skill Acquisition Programme (ASAP)

Ms. Deena Paul

Mr. Abhilash S Mathew

Mr. Adarsh P Nainan (Student Rep, Physics)

Ms. Asna Ibrahim (Student Rep, English)

12. Unnat Bharat Abhiyan (UBA)

Dr. Anju P Mathews

Mr. Abhilash S Mathew

Rev. Dr. Jomon Sebastian Kottarathil CMI

13. Young Innovators Programme (YIP)

Mr. Abhilash S Mathew

Dr. Joseph George

Dr. Jobi K V

14. Multi-Media and e-learning Centre

Dr. Sabukkutty M G (Principal)

Ms. Jes Mariya Shoji

Mr. Amal J Azhakathu

Ms. Sruthy Sebastian

15. Nature Club & Birds Club

Ms. Roopa Jose

Mr. Eswarasarma

Mr. Abin Jose

Ms. Sethu Lakshmi P

16. Career Planning, Guidance and Placement Cell

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Dr. Sharon Lee Joseph

Rev. Dr. Jomon Sebastian Kottarathil CMI

Dr. Robin John

Ms. Christy Joseph

Dr. Alex E R

Dr. Justine Joseph (Psychology)

Mr. Amal J Azhakath

17. Youth Parliament

Dr. Salini L R

Ms. Sunitha Mathew

Dr. Shintu Dennis

Ms. Reshma Jayan

18. Lahari Vimuktha Club (Anti-narcotic Club)

Dr. Mathew Kanamala

Rev. Dr. Jomon Sebastian Kottarathil CMI

Mr. Manu Kurian

Dr. Justine Joseph (Psychology)

Mr. Abin Jose

19. Women's Cell

Ms. Sunitha Mathew

Ms. Tisha Tomy

Ms. Anu Saju

Ms. Jovana Pramod

20. Counselling Centre

Dr. Mathew Kanamala

Rev. Dr. Jomon Sebastian Kottarathil CMI

Dr. Sr. Sijo Francis

Dr. Justine Joseph (Psychology)

21. Aakasaparavakal

Mr. Manu Kurian

Mr. Sanu Mathew

**22. Entrepreneurship Development Club & Capital
Analysis Forum**

Dr. Joseph George

Mr. Jimmy Jose

Rev. Dr. Jomon Sebastian Kottarathil CMI

Mr. Abin Jose

Ms. Anu Saju

Ms. Mareet Paul

23. Herbal Garden, Bio Diversity Club & Bhoomitra Sena

Ms. Roopa Jose

Mr. Eswarasarma

Mr. Abin Jose

Ms. Sethu Lakshmi P S

24. Yoga, Gym and Health Club

Rev. Dr. Thomas George Vengaluvakkal CMI

Dr. Robin John

Dr. Alex E R

Dr. Subin Thomas

Mr. Shibu K R

25. Remedial Coaching

Dr. Sobhitha Sebastian

Dr. Praveen Joseph

Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Aswathy Rajan

Ms. Shoniya V V

26. Sports and Games

Rev. Dr. Thomas George Vengaluvakkal CMI

Dr. Alex E R

Dr. Subin Thomas

Dr. Robin John

Mr. Shibu K R

27. Coaching for Entry in Services

Ms. Sunitha Mathew

Dr. Sr. Sijo Francis

Mr. Pramod Joseph

Dr. Anju P Mathews

Mr. Roby Mathew

Ms. Droupathy Devi C G

28. Journals & Publication Cell / Throbbs

Rev. Dr. Jomon Sebastian Kottarathil CMI

Dr. Jose James

Dr. Sr. Sijo Francis

Dr. Praveen Joseph

Dr. Subin Joseph

Dr. Salini L R

29. Campus Ministry, CSM, Prayer Group & Jesus Youth

Dr. Sr. Sijo Francis

Rev. Dr. Jomon Sebastian Kottarathil CMI

Rev. Fr. Tison Thomas Kocheril CMI

Mr. Joby Mackolil

30. Electoral, Human Rights Education & Legal Literacy Cell

Dr. Justine Joseph

Mr. Pramod Joseph

Ms. Reshma Jayan

31. Mentoring

Dr. Anu Antony

Dr. Joseph George

Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Christy Joseph

Dr. Alex E R

Dr. Sharon Lee Jose

32. Student Progression

Dr. Anu Antony

Dr. Joseph George

Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Christy Joseph

Dr. Alex E R

Dr. Sharon Lee Jose

33. Scholarship Cell

Dr. Sobhitha Sebastian

Mr. Aneesh N

Ms. Droupathi Devi C G

Ms. Anu Saju

Ms. Jibitha C J

34. Student Services and Student Satisfaction Survey

Dr. Joseph George

Ms. Sunitha Mathew

Rev. Dr. Jomon Sebastian Kottarathil CMI

Mr. Joby Mackolil

35. Feedback Collection and Feedback Analysis

Dr. Sabukkutty M G

Dr. Joseph George

Dr. Sr. Sijo Francis

Ms. Sunitha Mathew

Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Jibitha C J

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

Dr. Jobi K V

Dr. Robin John

Ms. Droupathy Devi C G

Ms. Nimisha Ann Jose

Mr. Joby Mackolil

37. Extension Activities

Mr. Manu Kurian

Mr. Sanu Mathew

Mr. Shaiju S

Ms. Anitta Mathew

38. Tagore Forum

Ms. Roopa Jose

Mr. Abhilash S Mathew

Rev. Dr. Jomon Sebastian Kottarathil CMI

Ms. Indu J Nair

39. ARMS & Life Line Club

Dr. Mathew Kanamala

Mr. Manu Kurian

Dr. Justine Joseph (Psychology)

Mr. Abin Jose

40. Energy and Environment Awareness Club

Ms. Deena Paul

Dr. Praveen Joseph

Ms. Jibitha C J

41. NET Coaching Support Cell

Ms. Droupathy Devi CG (Coordinator)

Rev. Dr. Jomon Sebastian Kottarathil CMI

Dr. Sr. Sijo Francis

Ms. Roopa Jose

Mr. Manu Kurian

Mr. Jimmy Jose

42. Music Club / Dance Club

Dr. Shintu Dennis

Dr. Anu Antony

Mr. Joby Mackolil

43. Theatre Association

Dr. Salini L R

Dr. Anu Antony

Mr. Joby Mackolil

44. Film Appreciation Club

Dr. Salini E R

Dr. Shintu Dennis

Mr. Prince J Mathew

Mr. Joby Mackolil

45. Chemistry Association – Dr. Jobi K V

46. Economics Association – Mr. Pramod Joseph

47. Management Association – Ms. Tisha Tomy

48. Physics Association – Dr. Praveen Joseph

49. English Association – Ms. Christy Joseph

50. Mathematics Association – Mr. Aneesh N

51. Data Science Association

Rev. Fr, Dr. Jomon K Sebastian CMI

52. Hindi Association – Dr. Sobhitna Sebastian

53. Social Work Association - Ms. Anitta Mathew

54. Commerce Association – Ms. Anu Saju

55. BBA Association – Mr. Abin Jose

STUDENT HANDBOOK 2022 - 2023



**ST. JOSEPH'S COLLEGE
MOOLAMATTOM**

A College Under the CMI Management

Affiliated to M G University
Re Accredited by NAAC with A Grade

VIII. FACULTY IN COLLEGE BODIES

1. Staff Council

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI

Mr. Pramod Joseph

Mr. Prince J Mathew

Dr. Justine Joseph

Dr. Joseph George

Dr. Sr. Sijo Francis

Mr. Roby Mathew

Dr. Anju P Mathews

Mr. Aneesh N

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Ms. Droupathy Devi C G

Rev. Fr. Tison Thomas Kocheril CMI

2. Chief Information Officer under RTI Act

Rev. Dr. Thomas George Vengaluvakkal CMI

3. Research (Assessment) Committee/R7D Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI

Dr. Sr. Sijo Francis

Dr. Jose James

Dr. Robin John

Dr. Justine Joseph (Psychology)

Dr. Salini L R

Dr. Shintu Dennis

4. Josephine Researcher – Editorial Board

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Dr. Jose James

Dr. Sr. Sijo Francis

Dr. Praveen Joseph

Dr. Subin Joseph

Dr. Salini LR

Ms. Christy Joseph

5. Strategic Planning Group

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon Sebastian Kottarathil CMI (Bursar.)

Rev. Fr. Tison Thomas Kocheril CMI (Fin. Admin.)

Mr. Roby Mathew (IQAC Coordinator)

Dr. Joseph George

Dr. Sr. Sijo Francis

Mr. Roby Mathew

Ms. Droupathy Devi C G

6. Academic Council

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI (HoD, Phy Ed)

Dr. Justine Joseph (HoD, Economics)

Dr. Joseph George (HoD, BBM)

Dr. Sr. Sijo Francis (HoD, Chemistry)

Mr. Roby Mathew (HoD, English)

Dr. Anju P Mathews (HoD, Physics)

Mr. Aneesh N (HoD, Mathematics)

Rev. Dr. Jomon K Sebastian Kottarathil CMI (HoD, Data Science)

Dr. Mathew Joseph Kanamala (HoD, Social Work)

Mr. Jimmy George (HoD, Commerce)

7. Board of Studies

Science: Dr. Jose James

Dr. Anju P Mathews

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Arts: Dr. Justine Joseph

Dr. Salini LR

Dr. Alex ER

Commerce: Dr. Joseph George

Dr. Sharon Lee Jose

8. Finance Committee/Building Committee

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Rev. Fr. Tison Thomas Kocheril CMI (Financial Administrator)

Rev. Dr. Jomon K Sebastian Kottarathil CMI (Bursar)

Rev. Fr. Nixen Mathew Enamattathu CMI

Mr. Roby Mathew (IQAC Coordinator)

9. COVID 19 Jagratha Samiti

Dr. Sabukkutty M G (Principal)

Mr. S. Abhilash Mathew (Superintendent of Examinations)

Rev. Fr. Tison Thomas Kocheril CMI (Non-teaching Staff Rep)

Ms. Kochurani Joseph (Ward Member)

Mr. Sreejith (Health Inspector, PHC Arakulam)

Mr. Joby Francis (PTA Representative)

Ms. Sona Binu (Girl Student Representative)

Mr. Vijay Vinod (Boy Student Representative)

10. Examination Cell (University & Internal)

Mr. S Abhilash Mathew (Superintendent of Examinations)

Dr. Sharon Lee Jose

Dr. Subin Thomas

Dr. Anu Antony

11. Internal Assessment Coordinator

Dr. Sobitha Sebastian

Dr. Anju P Mathews

Ms. Alphonse P Parackal

12. Admissions and Time Table Cell

Dr. Subin Thomas

Mr. Amal J Azhakath

Mr. Silvanose P Thomas

13. Staff Advisor- College Students' Council

Dr. Joseph George

Dr. Sharon Lee Jose

14. Arts Club/Kalotsavam

Dr. Salini L R
Dr. Shintu Dennis
Dr. Anu Antony
Ms. Aparna Prasad

15. Returning Officer for College Union Election

Dr. Subin Thomas
Dr. Sobhitha Sebastian

16. Staff and Department Evaluation

Dr. Sabukkutty M G (Principal)
Rev. Dr. Thomas George Vengaluvakkel CMI

17. Disciplinary Committee

Dr. Sabukkutty M G (Principal)
Dr. Justine Joseph
Mr. Roby Mathew
Ms. Sunitha Mathew
Dr. Anu Antony

18. Alumni Association

Mr. Prince J Mathew (Coordinator)
Dr. Justine Joseph (HoD, Economics)
Dr. Joseph George (HoD, BBM)
Dr. Sr. Sijo Francis (HoD, Chemistry)
Mr. Roby Mathew (HoD, English)
Dr. Anju P Mathews (HoD, Physics)
Mr. Aneesh N (HoD, Mathematics)
Rev. Dr. Jomon K Sebastian Kottarathil CMI (HoD, Data Science)
Dr. Mathew Joseph Kanamala (HoD, Social Work)
Mr. Jimmy Jose (HoD, Commerce)

19. PTA Executive Committee

Dr. Sabukkutty M G (Principal)
Rev. Dr. Jomon K Sebastian Kottarathil CMI (Bursar)

Mr. Prince J Mathew
Dr. Justine Joseph (HoD, Economics)
Mr. Pramod Joseph
Dr. Joseph George (HoD, BBM)
Dr. Sr. Sijo Francis (HoD, Chemistry)
Mr. Roby Mathew (HoD, English)
Dr. Anju P Mathews (HoD, Physics)
Mr. Aneesh N (HoD, Mathematics)
Rev. Fr. Tison Thomas Kocheril CMI (Office Supt. I/C)
Dr. Mathew Joseph Kanamala (HoD, Social Work)
Mr. Jimmy Jose (HoD, Commerce)
Mr. Alex Abraham (PTA Vice President)
Mr. Binu Joseph (PTA Rep)
Ms. Jessintha Antony (PTA Rep)
Mr. Joby Francis (PTA Rep)
Ms. Mini Jify (PTA Joint Secretary)
Mr. Sabukuttan V K (PTA Rep)

20. Staff Cooperative Society

Dr. Praveen Joseph (President)
Mr. Michael Mathew (Vice President)
Ms. Droupathy Devi C G (Secretary)

21. RUSA / UGC Grants Monitoring Cell

Dr. Sabukkutty M G (Principal)
Rev. Dr. Thomas George Vengaluvakkal CMI
Dr. Jose James
Mr. Roby Mathew
Mr. Aneesh N
Dr. Robin John

22. I-STEM Monitoring Cell

Dr. Sabukkutty M G
Rev. Dr. Thomas George Vengaluvakkal CMI
Dr. Sr. Sijo Francis

Dr. Subin Thomas

Mr. Aneesh N

Rev. Dr. Jomon K Sebastian Kottarathil CMI

23. ERP (Enterprise Resource Planning)

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Dr. Sabukkutty M G (Principal)

Dr. Joseph George

Mr. Kuriachan Joseph

24. LMS and System Administration

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)

Dr. Sabukkutty M G (Principal)

Mr. Amal J Azhakathu

Mr. Silvanose P Thomas

25. Grievance Redressal Cell

Dr. Sabukkutty M G (Principal)

Rev. Fr. Tison Thomas Kocheril CMI

Mr. Roby Mathew

Dr. Sr. Sijo Francis

Mr. Alex Abraham (PTA Vice President)

Ms. Kochurani Joseph (Ward Member)

Dr. Alex E R

Dr. Subin Thomas

26. Internal Evaluation Grievance Redressal Cell

Primary Level– Teacher Concerned

Department Level – HoD, Class Teacher, Teacher concerned

College Level – Principal and HoD

University Level– Pro- Vice Chancellor, Affiliation

Committee Convener, Controller of Examinations

27. ICC - Internal Complaints Committee for Prevention of Sexual Harassment of Women at Work Place

Dr. Anju P Mathews (Presiding Officer)

Ms. Roopa Jose

Ms. Deena Paul

Mr. Roby Mathew

Ms. Geetha Mathew (NGO Rep)

Ms. Anagha C S, Ms. Merin Victor Ms. Anju Thankachan
(Student Representatives)

28. Teachers' Grievance Redressal Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon K Sebastian Kottarathil CMI (Bursar)

29. Anti – Ragging Cell

Dr. Sabukkutty M G (Principal)

Rev. Dr. Jomon K Sebastian Kottarathil CMI (Bursar)

Dr. Praveen Joseph

Dr. Subin Thomas

Dr. Shintu Dennis

30. Ethics and Code of Conduct Committee

Dr. Sabukkutty M G (Chairman)

Rev. Dr. Thomas George Vengaluvakkel CMI

Mr. Sabukuttan V K (PTA Representative)

Mr. Prince J Mathew (Faculty, PTA Rep)

Dr. Anu Antony

Dr. Salini L R

31. OER, Copy Right and Plagiarism

Ms. Droupathy Devi C G

Mr. Prince J Mathew

32. Handbook Editorial Board

Dr. Salini L R

Dr. Robin John

Rev. Fr. Tison Thomas Kocheril CMI

33. College Magazine

Dr. Sobhitha Sebastian

Mr. Sarath Chandran

Mr. Roby Mathew
Rev.Fr. Nixen Mathew Enamattathu CMI

34. SC / ST / Monitoring Cell

Dr. Sabukkutty M G (Principal) - Chairman
Ms. Sunitha Mathew - Secretary
Mr. Vinod K S (President, Arakulam Grama Panchayath) -
Member
Dr. Anju P. Mathews - Member
Rev. Fr. Tison Thomas Kocheril CMI (Office Supdt I/C) -
Member

35. OBC / Minority Monitoring Cell

Dr. Sabukkutty M G (Principal) - Chairman
Ms. Sunitha Mathew - Secretary
Mr. Vinod K S (President, Arakulam Grama Panchayath) -
Member
Dr. Anju P. Mathews - Member
Rev. Fr. Tison Thomas Kocheril CMI (Office Supdt I/C) -
Member

36. Annual Quality Assurance Report (AQAR)

Dr. Jose James (AQAR in Charge)
Mr. Roby Mathew
Dr. Joseph George

37. Kerala State Assessment and Accreditation (KSAAC)

Dr. Subin Thomas
Ms. Deena Paul
Dr. Anu Antony
Mr. Roby Mathew

38. All India Survey of Higher Education (AISHE)

Ms. Deena Paul
Mr. Roby Mathew
Mr. Prince J Mathew
Ms. Tisha Tomy
Dr. Anu Antony

39. National Institutional Ranking Framework (NIRF)

Mr. Prince J Mathew
Mr. Roby Mathew
Dr. Sharon Lee Jose
Dr. Anu Antony

40. Kerala Institutional Ranking Framework (KIRF)

Dr. Subin Jose
Mr. Roby Mathew
Dr. Shintu Dennis
Ms. Christy Joseph
Dr. Sharon Lee Jose

41. General Coordinators of Programmes

Dr. Justine Joseph (HoD, Economics)
Dr. Joseph George (HoD, BBM)
Dr. Sr. Sijo Francis (HoD, Chemistry)
Mr. Roby Mathew (HoD, English)
Dr. Anju P Mathews (HoD, Physics)
Mr. Aneesh N (HoD, Mathematics)
Dr. Subin Thomas
Dr. Robin George
Dr. Alex E R
Dr. Mathew Joseph Kanamala (HoD, Social Work)

Mr. Jimmy George (HoD, Commerce)

Mr. Manu Kurian

42. Add-On / Certificate / Diploma Courses

Coordinators

Dr. Joseph George

Dr. Sr. Sijo Francis

Mr. Roby Mathew

Dr. Anju P Mathews

Mr. Aneesh N

Dr. Mathew Joseph Kanamala

43. Open Course Coordinator

Mr. Aneesh N

Dr. Sobhitha Sebastian

44. Staff (Association) Welfare

Dr. Jose James

Dr. Joseph George

45. Canteen Committee

Rev. Fr. Tison Thomas Kocheril CMI

Rev. Dr. Jomon K Sebastian Kottarathil CMI (Bursar)

Mr. Roby Mathew

Dr. Sr. Sijo Francis

46. Purchase Committee

Dr. Sabukkutty M G (Principal)

Rev. Dr. Thomas George Vengaluvakkal CMI
(Manager)

Dr. Sr. Sijo Francis (HoD Chemistry)

Ms. Droupathy Devi C G (Librarian)

Rev. Fr. Tison Thomas Kocheril CMI (Office Supdt. I/
C)

**47. Library Advisory Committee / Library
Development Committee**

Rev. Dr. Thomas George Vengaluvakkal CMI (Manager)
Dr. Sabukkutty M G (Principal)
Ms. Droupathy Devi C G
Rev. Fr. Nixen Mathew Enamattathu CMI

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

Rev. Dr. Jomon K Sebastian Kottarathil CMI (Bursar)
Rev. Fr. Nixen Mathew Enamattathu CMI
Mr. Amal J Azhakath
Ms. Jes Maria Shoji
Mr. Silvanose P Thomas

49. Website Monitoring Cell

Dr. Sabukkutty M G (Principal)
Rev. Fr. Nixen Mathew Enamattathu CMI
Mr. Amal J Azhakathu
Ms. Jes Mariya Shoji
Ms. Sethulakshmi P S
Mr. Silvanose P Thomas

50. Collaboration and Linkages

Rev. Fr. Nixen Mathew Enamattathu CMI
Dr. Mathew Joseph Kanamala
Dr. Robin John
Dr. Salini L R

51. Internal Auditors (Departments and Associations)

Dr. Sharon Lee Jose
Dr. Sobhitha Sebastian

52. College Log Book Maintenance

Dr. Sr. Sijo Francis
Dr. Anu Antony

53. Care taker (Assistive Technology) for the Divyagnjan

Dr. Justine Joseph (Psychology)

Mr. Manu Kurian

54. Result Analysis and Updating

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Mr. Aneesh N

Ms. Almie Joseph

Ms. Jes Maria Shoji

55. National Academic Depository (NAD) / Academic Bank of Credits

Mr. Roby Mathew - ABC Nodal Officer

Rev. Fr. Tison Thomas Kocheril CMI (Office Supdt. I/ C)

Mr. Aneesh N

Mr. Amal J Azhakath

56. NPTEL / MOOC Coordinator

Ms. Deena Paul

Dr. Sr. Sijo Francis

Ms. Sunitha Mathew

Ms. Sneha C S

57. Documentation and Publicity

Dr. Jose James

Ms. Droupathy Devi C G

Dr. Sobhitha Sebastian

58. Institutional Project Management Team / Project Support and Fund Raising

Dr. Sr. Sijo Francis

Dr. Shintu Dennis

Dr. Sharon Lee Jose

59. Language Lab

Ms. Roopa Jose
Rev. Fr. Nixen Mathew Enamattathu CMI
Mr. Roby Mathew
Mr. S Abhilash Mathew
Ms. Aparna Prasad

60. Women Grievance Reddressal Cell

Dr. Sabukkutty M G (Principal)
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Ms. Sunitha Mathew
Dr. Sobhitha Sebastian
Ms. Christy Joseph

61. Incubation Centre

Dr. Jobi K V
Dr. Robin John
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Dr. Subin Thomas
Ms. Almie Joseph

62. E-content Development and Management Cell

Dr. Sabukkutty M G (Principal)
Mr. Amal J Azhakathu,
Ms. Jes Mariya Shoji
Ms. Almie Joseph
Ms. Sneha C S
Mr. Silvanose P Thomas

**63. Industry Academia Collaboration / Student
Capacity Building Support Wing**

Dr. Salini L R
Dr. Shintu Dennis
Ms. Aparna Prasad
Ms. Sethulakshmi P S

**64. Stakeholder Feedback Survey Management
Team**

Mr. Amal J Azhakathu
Ms. Almie Joseph
Ms. Sneha C S

65. Gender Equality Cell / Gender Sensitization / Equal Opportunity Cell

Ms. Sunitha Mathew
Mr. Roby Mathew
Dr. Anu Antony
Ms. Aparna Prasad
Ms. Anagha C S, Ms. Merin Shibu (Student Representatives – Girls).
Mr. Vijay Vinod, Mr. Gervasis Ronichen (Student Representatives – Boys).

66. Repository of Question Bank

Ms. Droupathy Devi C G
Mr. S. Abhilash Mathew
Dr. Sharon Lee Jose
Dr. Subin Thomas

67. Renewable Energy Sources

Dr. Jose James
Rev. Fr. Tison Thomas Kocheril CMI
Dr. Robin John

68. NAAC Criterion Committees for AQAR

I - Dr. Praveen Joseph, Ms. Roopa Jose, Ms. Jovana Pramod,
Ms. Neethumol Shaji, Ms Alphonse Parackal.

II - Dr. Joseph George, Mr. Aneesh N, Dr Sharon Lee
Jose, Mr. Jimmy Jose, Ms. Geethu Jose

III - Dr. Sr. Sijo Francis, Ms. Deena Paul, Dr Robin John,
Ms. Aparna Prasad, Ms. Sneha C S, Mr. Abin Jose

IV - Ms Sunitha Mathew, Dr Alex ER, Ms. Droupathy Devi
C G, Ms. Anu Saju, Ms. Alphonsa Andrews.

V - Dr. Anju P Mathews, Dr. Jobi K V, Mr. Amal Joseph,
Dr Remya Vijayan, Mr Abin Jose

VI - Ms. Christy Joseph, Rev. Fr. Tison Thomas CMI, Ms
Anitta Mathew, Mr. Eswara Sarma S G, Mr Joby Mackolil

VII - Mr.S Abhilash Mathew, Dr. Anu Antony, Dr. Subin
Thomas, Ms. Bincy Francis, Mr Sarath Chandran

69. Bharana Bhasha – Mathrubhasha Cell

Mr. Sarath Chandran

Ms. Alphonse P Parackal

Ms. Droupathy Devi C G

IX Directors of Associations / Cells / Clubs /...

1. National Cadet Corps (NCC)

Dr. Alex E R

Mr. Aneesh N

Mr. Bijo Francis

Ms. Sunitha Mathew

Ms. Vishnumaya C P

2. NCC Advisory Committee

Dr. Sabukkutty M G (Principal)

Ms. Sunitha Mathew

Dr. Alex E R

Mr. Aneesh N

Mr. Krishnadas Biju, Ms. Nikitha Babu (Student
Representatives)

3. National Service Scheme (NSS)

Ms. Christy Joseph

Dr. Robin John

Dr. Anu Antony

Mr. Shibu K R

4. NSS Advisory Committee

Dr. Sabukkutty M G (Principal)

Dr. Robin John (Programme Officer 2)

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Mr. Shibu K R

Rev. Fr. Tison Thomas Kocheril CMI (Office Supdt in Charge)

Mr. K S Vinod (Panchayath President, AGP)

Mr. Vijay Vinod, Ms. Mehar Fathima. (Student Representatives)

Ms. Christy Joseph (Programme Officer 1)

5. Student Initiative in Palliative Care (SIPC)

Mr. Prince J Mathew

Mr. Shaiju S

Rev. Fr. Nixen Mathew Enamattathu CMI

Dr. Anu Antony

6. Oratory and Debating Club

Dr. Shintu Joseph

Mr. Sarath Chandran

Ms. Alphonse P Parackal

7. Quiz Club

Dr. Jose James

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Dr. Sobhitha Sebastian

Mr. Sarath Chandran

8. Sahithya Vedhi and St. Chavara Elocution Competition

Dr. Sobhitha Sebastian

Mr. Sarath Chandran

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Ms. Alphonse Parackal

9. Civil Service Forum

Mr. Prince J Mathew

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Rev. Fr. Nixen Mathew Enamattathu CMI

Dr. Salini L R

Dr. Shintu Dennis

Mr. Sarath Chandran

10. Tourism Club

Dr. Sobhitha Sebastian

Mr. Eswara Sarma

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Mr. Sarath Chandran

Ms. Alphonse P Parackal

11. Walk With a Scholar (WWS)

Mr. Roby Mathew

Dr. Sr. Sijo Francis

Rev. Fr. Nixen Mathew Enamattathu CMI

12. Scholar Support Programme (SSP)

Dr. Justine Joseph

Mr. Pramod Joseph

Rev. Dr. Jomon K Sebastian Kottarathil CMI

13. Additional Skill Acquisition Programme (ASAP)

Dr. Sr. Sijo Francis

Mr. S Abhilash Mathew

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Mr. Adarsh P Nainan (Student Rep, Physics)

Ms. Asna Ibrahim (Student Rep, English)

14. Unnat Bharat Abhiyan (UBA)

Dr. Anju P Mathews

Mr. S Abhilash Mathew

Rev. Dr. Jomon K Sebastian Kottarathil CMI

15. Young Innovators Programme (YIP)

Dr. Robin John

Dr. Joseph George

Rev. Fr. Tison Thomas Kocheril CMI

Dr. Jobi K V

16. Multi-Media and e-learning Centre

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Dr. Sabukkutty M G (Principal)

Ms. Jes Mariya Shoji

Mr. Amal J Azhakathu

Ms. Almie Joseph

17. Nature Club & Bird Watching Club

Ms. Roopa Jose

Mr. Eswarasarma SG

Rev. Fr. Nixen Mathew Enamattathu CMI

Mr. Abin Jose

Ms. Sethuakshmi P S

18. Career Planning and Guidance

Dr. Sabukkutty M G (Principal)

Ms. Roopa Jose

Dr. Sharon Lee Joseph

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Rev. Fr. Tison Thomas Kocheril CMI

Dr. Robin John

Mr. Amal J Azhakath

**19. Training and Placement/NATS(National
Apprenticeship Training Scheme) Enrollment/
CCC(Connect Career to Campus)**

Ms. Roopa Jose

Dr. Joseph George

Dr. Sharon Lee Jose

Ms. Aparna Prasad

20. Youth Parliament

Dr. Salini LR

Ms. Sunitha Mathew

Rev. Fr. Tison Thomas Kocheril CMI

Dr. Shintu Dennis

Ms. Alphonsa Andrews

21. Vimukthi Club (Anti-narcotic Club – Police)

ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Dr. Sabukkutty M G – Principal
Mr. Manu Kurian (Teacher Coordinator)
Ms. Christy Joseph (Teacher Asst. Coordinator)
Mr. Gervasis Ronichen – Student Representative
Mr. Cyriac Philip – Student Representative
Mr. Jerin Joseph – Student Representative
Mr. Abin John – Student Representative
Mr. Alex Abraham (PTA Vice President)
Mr. Joby Francis (PTA Exe. Member)
Ms. Mini Jify (PTA Exe. Member)
Mr. Anand Raj (ASI, Kanjar Police Station)

22. Nerkkoottam (Excise)

Dr. Sabukkutty M G – Principal
Ms. Christy Joseph - Club Convener (NSS PO)
Mr. Manu Kurian – Teacher Representative
Mr. Gervasis – Student Representative
Mr. Cyriac Philip – Student Representative
Mr. Alex Abraham (PTA Vice President)
Ms. Mini Jify (PTA Exe. Member)
Mr. Shemeer A (Excise Circle Inspector)
Mr. Vinod K S – Panchayath President, AGP
Ms. Kochurani Joseph – Ward Member, AGP

23. Women's Cell

Dr. Anu Antony
Dr. Anju P Mathews
Ms. Aparna Prasad
Ms. Jovana Pramod

24. Counselling Centre

Dr. Sr. Annie Cyriac SH
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Dr. Sr. Sijo Francis
Dr. Justine Joseph (Psychology)

25. Aakasaparavakal

Mr. Jimmy George

Rev. Fr. Nixen Mathew Enamattathu CMI

Mr. Shibu K R

**26. Entrepreneurship Development Club & Capital
Analysis Forum**

Dr. Joseph George

Mr. Jimmy George

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Mr. Abin Jose

Ms. Anu Saju

Ms. Geethu Jose

**27. Innovation and Entrepreneurship Development
Centre (IEDC)**

Dr. Robin John

Dr. Jobi K V

Ms. Almie Joseph

Ms. Sneha C S

Rev. Fr. Tison Thomas Kocheril CMI

28. Institution Innovation Council (IIC)

Dr. Jobi K V

Dr. Robin John

Ms. Almie Joseph

Ms. Sneha C S

Rev. Fr. Tison Thomas Kocheril CMI

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

Ms. Christy Joseph

Mr. Eswara Sarma S G

Rev. Fr. Tison Thomas Kocheril CMI

Dr. Robin John

Dr. Anu Antony

30. Yoga, Gym and Health Club / Fitness Awareness Club

Rev. Dr. Thomas George Vengaluvakkal CMI

Mr. Bijo Francis

Dr. Robin John

Dr. Alex E R

Ms. Christy Joseph

Dr. Subin Thomas

Mr. Shibu K R

31. Sports and Games

Rev. Dr. Thomas George Vengaluvakkal CMI

Mr. Bijo Francis

Dr. Alex E R

Dr. Subin Thomas

Dr. Robin John

Mr. Shibu K R

32. Remedial Coaching

Dr. Sobhitha Sebastian

Dr. Praveen Joseph

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Ms. Vishnumaya C P

Ms. Bincy Francis

33. SJC Strive / Coaching for Entry in Services

Ms. Sunitha Mathew

Rev. Fr. Nixen Mathew Enamattathu CMI

Dr. Sr. Sijo Francis

Mr. Pramod Joseph

Dr. Anju P Mathews

Mr. Roby Mathew

Ms. Droupathy Devi C G

34. SJC - Art and Design Club

Ms. Roopa Jose
Dr. Shintu Dennis
Ms. Sethulakshmi P S
Ms Aparna Prasad

35. Publication Cell/ Throbbs

Rev. Dr. Jomon K Sebastian Kottarathil CMI
Dr. Jose James
Dr. Sr. Sijo Francis
Dr. Salini L R
Rev. Fr. Nixen Mathew Enamattathu CMI

36. Campus Ministry, CSM, Prayer Group & Jesus Youth

Dr. Sr. Sijo Francis
Rev. Fr. Nixen Mathew Enamattathu CMI
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Ms. Christy Joseph
Ms. Almie Joseph

37. Electoral, Human Rights Education & Legal Literacy Cell

Dr. Joseph George
Mr. Pramod Joseph
Rev. Fr. Tison Mathew Enamattathu CMI
Ms. Alphonsa Andrews

38. Mentoring

Dr. Anu Antony
Mr. Roby Mathew
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Ms. Christy Joseph
Dr. Alex E R

39. Student Progression

Dr. Anu Antony

Mr. Roby Mathew

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Ms. Christy Joseph

Dr. Alex E R

40. Scholarship Cell

Dr. Sobhitha Sebastian

Mr. Aneesh N

Rev. Fr. Nixen Mathew Enamattathu CMI

Ms. Droupathi Devi C G

Ms. Anu Saju

41. Student Services and Student Satisfaction Survey

Dr. Joseph George

Ms. Sunitha Mathew

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Ms. Sneha C S

42. Feedback Collection and Feedback Analysis

Dr. Sabukkutty M G

Mr. Roby Mathew

Dr. Joseph George

Dr. Sr. Sijo Francis

Rev. Dr. Jomon K Sebastian Kottarathil CMI

Ms. Meera M Nair

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

Dr. Jobi K V

Dr. Robin John

Rev. Fr. Nixen Mathew Enamattathu CMI

Ms. Droupathy Devi C G

Ms. Almie Joseph
Ms. Sneha C S

44. Extension Activities

Mr. Manu Kurian
Rev. Fr. Nixen Mathew Enamattathu CMI
Mr. Shibu K R
Mr. Shaiju S
Ms. Anitta Mathew

45. Tagore Forum

Ms. Roopa Jose
Mr. S Abhilash Mathew
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Ms. Sethulakshmi P S

46. ARMS & Life Line Club

Dr. Mathew Joseph Kanamala
Mr. Manu Kurian
Rev. Fr. Tison Thomas Kocheril CMI
Dr. Justine Joseph (Psychology)
Mr. Abin Jose

47. Energy and Environment Awareness Club

Ms. Deena Paul
Rev. Fr. Tison Thomas Kocheril CMI
Dr. Praveen Joseph

48. NET Coaching Support Cell

Dr. Sr. Sijo Francis (Coordinator)
Rev. Dr. Jomon K Sebastian Kottarathil CMI
Ms. Roopa Jose
Rev. Fr. Nixen Mathewe Enamattathu CMI
Mr. Manu Kurian

Mr. Jimmy George
Ms. Droupathy Devi CG

49. Music Club / Dance Club

Dr. Shintu Dennis
Dr. Salini LR
Dr. Anu Antony
Ms. Aparna Prasad

50. Theatre Association

Mr. Prince J Mathew
Dr. Salini LR
Dr. Anu Antony
Ms. Neethumol Shaji

51. Film Appreciation Club

Dr. Salini LR
Dr. Shintu Dennis
Mr. Prince J Mathew
Ms. Neethumol Shaji

52. Chemistry Association – Dr. Jobi K V

53. Economics Association – Mr. Pramod Joseph

54. Management Association – Ms. Tisha Tomy

55. Physics Association – Dr. Praveen Joseph

56. English Association – Ms. Christy Joseph

57. Mathematics Association – Mr. Aneesh N

58. Data Science Association – Rev. Dr. Jomon K

Sebastian Kottarathil CMI

59. Hindi Association – Dr. Sobhitha Sebastian

60. Social Work Association - Ms. Anitta Mathew

61. Commerce Association – Ms. Anu Saju

62. BBA Association – Mr. Abin Jose