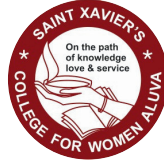


ST.XAVIER'S COLLEGE FOR WOMEN (AUTONOMOUS), ALUVA

The First College in India to be Re-accredited by NAAC in the Fifth Cycle with A++ (CGPA 3.68)

Aided College Established in 1964 & Affiliated to M.G University, Kottayam



Handbook & Calendar 2024-25



www.stxaviersaluva.ac.in



VISION

MISSION

St. Xavier's College for Women, envisions the empowerment of women through academic excellence and spiritual enlightenment for their educational, social, and cultural enhancement.

The institution provides an ideal academic environment for lifetime learning, nurturing the students as responsible women and resourceful global citizens, committed to national and cultural values.



ON THE PATH OF KNOWLEDGE, LOVE & SERVICE

ST. XAVIER'S COLLEGE FOR WOMEN (AUTONOMOUS)

PALACE ROAD, PERIYAR NAGAR, ALUVA - 683 101

Nationally Re-Accredited (Vth cycle), A++ Grade, CGPA 3.68
Affiliated to Mahatma Gandhi University, Kottayam, Kerala
(Estd. 1964)



Website: www.stxaviersaluva.ac.in

E-mail: college@stxaviersaluva.ac.in

Ph. No. 0484-2623240, Residence: 8547281201

Fax No. 0484 - 2628840

STUDENT'S HAND BOOK & CALENDAR

2024 - 2025

Name.....

Class.....No.....



MOTTO

On the path of knowledge,
love & service.



VISION

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GENERAL MANAGER

Rev. Mother Shahila CTC

LOCAL MANAGER

Rev. Sr. Charles CTC

PRINCIPAL

Prof. Dr. Milon Franz

M.A., M.Phil, B.Ed, NET, Ph.D ,

P.G. Diploma in Journalism & Communication

VICE PRINCIPAL

Rev. Dr. Sr. Stella K.A.

M.Sc., M.Phil, Ph.D.

BURSAR

Rev. Sr. Nancy CTC

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INSTITUTIONAL PROFILE

Celebrating its legacy of women empowerment for six decades, St. Xavier's College for Women (Autonomous), Aluva, adorns a unique status among higher education institutions of Kerala. The college functions under the management of the Congregation of Teresian Carmelites (CTC), holding steadfast to its motto "on the path of Knowledge, love and service." St. Xavier's College for Women was founded in 1964 by luminaries Rev. Mother Mary Magdaline CTC, Rev. Msgr. Augustine Maveli and Rev. Mother Isabel CTC.

A humble endeavour that began with four Pre-degree batches of 238 students and 22 faculty, today the institution offers 17 Undergraduate, 7 Postgraduate and 3 Research programs along with a number of add-on and certificate courses. St. Xavier's College scored a landmark achievement when it became the first college in the state to attain a CGPA of 3.68 in the fifth cycle of NAAC accreditation in 2022. This race towards excellence pinnaced with the attainment of the coveted autonomous status in 2024.

Nestled on the pristine banks of Periyar and flanked on all sides by prestigious institutions, the college is located in the heart of Aluva, the head of the metro rail system, accessible via land, rail or even air. An important educational hub in the state, Aluva is populated by many other educational institutions and centres of historical significance. Its dedicated service and committed interaction with the community has made St. Xavier's College the Kohinoor on the crown of Aluva. Raising strong womenfolk and placing them in all arenas, the Xaverian sorority takes long, confident strides towards an equitable, sustainable future.

The history of St. Xavier's College for Women is the story of struggles, sacrifices, determination and enthusiasm. The glorious history uphold the far-sighted vision of our Founders: Rev. Mother Mary Magdaline CTC, Rt. Rev. Msgr. Augustine Maveli, and Rev. Mother Isabel CTC. The harmonious effort of management, teachers, non-teaching staff, students and its stakeholders accomplish the noble ideals of CTC's Foundress Mother Eliswa and Heavenly Patron St. Francis Xavier.

St. Xavier's College for Women, Aluva aims at the formation and upliftment of young women enabling them to live a richer life, fulfilling their individual and social responsibilities. Every young woman with a receptive mind finds her life in the campus a rewarding and stimulating experience. Our young scholars, singers, dancers, artists, and sports stars have upheld the name and fame of the college by their meritorious achievements all through years.

OBJECTIVES

- ❖ To provide a learner-centered and research-oriented academic environment integrating innovative teaching-learning methods.
- ❖ To provide and maintain quality infrastructure for promoting effective academic interactions.
- ❖ To encourage national and international collaborations for effective updating in teaching and research.
- ❖ To ensure students' engagement in sustainable development by nurturing their potential in curricular and co-curricular activities.
- ❖ To enhance innovative and entrepreneurial skills by providing professional ambience and gaining industrial linkages.

QUALITY POLICY

St. Xavier's College for Women is committed to empower women through science, commerce and arts for the spiritual, social and cultural development of the society through the following initiatives.

- ❖ Strengthening moral, ethical and environment consciousness among staff and students.
- ❖ Learner centric environment for the holistic development of students.
- ❖ Upgrading the competence of faculty to global standards and make them espouse all the innovative and modern technologies in teaching – learning process.
- ❖ Updating time to time improvement in the Quality Management System.
- ❖ Promoting entrepreneurial skill through class room sessions and training programmes.
- ❖ Inculcating secular cultural consciousness and unity in diversity through multicultural events.

OUR PRINCIPALS

- | | | |
|----|--|--------------|
| 1. | Rev. Dr. Sr. Redempta CTC | 1964 - 1985 |
| 2. | Rev. Sr. Bencita CTC | 1985 - 1991 |
| 3. | Rev. Sr. Infanta CTC | 1991 - 1995 |
| 4. | Rev. Sr. Speciosa CTC | 1995 - 2004 |
| 5. | Rev. Sr. Charles CTC | 2004 - 2006 |
| 6. | Rev. Sr. Percy CTC | 2006 - 2012 |
| 7. | Rev. Sr. Reethamma CTC | 2012 - 2018 |
| 8. | Rev. Dr. Sr. Geege Joanamma Xavier CTC | 2018 - 2022 |
| 9. | Prof. Dr. Milon Franz | 2022 onwards |

COLLEGE COUNCIL 2024 - 2025

1. Prof. Dr. Milon Franz (Principal)
2. Rev. Dr. Sr. Stella K A (Vice Principal)
3. Dr. Vimala George (Department of Physics)
4. Dr. Cicily Pearly Alex (Department of Physical Education)
5. Dr. Mini V.S. (Department of English)
6. Dr. Sr. Vandana Aravindhan (Department of Economics)
7. Dr. Maria Paul (Department of Malayalam)
8. Dr. Resmi Varghese (Department of Mathematics)
9. Dr. K. Lekha (Department of Hindi)
10. Ms. Asmy Antony (Department of Chemistry)
11. Dr. Annie Feby (Department of Zoology)
12. Dr. Jaya Kuruvila (Department of Botany)
13. Dr. Raji Mohan (Department of Commerce)
14. Sr. Alphonsa Smitha (Department of Commerce (Unaided))
15. Ms. Ruby M Pillai (Department of Microbiology)
16. Ms. Sonia John Markose (Media Studies)
17. Sr. Joicy K G (B.Voc)
18. Ms. Ms. Nikitha Xavier (Staff Secretary)
19. Ms. Binu Correya (Internal Exam Co-ordinator)

20. Dr. Ansa Alphonsa Antony (IQAC Co-ordinator)
21. Sr. Diogenous (Librarian)
22. Sr. Jiji Joseph (Superintendent)

MILESTONES

- 1964 Established as Junior College.
- 1968 Inauguration of the main block.
Upgraded as First Grade College offering Degree courses in Mathematics, Botany, Zoology, Economics and Malayalam.
- 1969 Inclusion under 2F of UGC.
- 1971 NCC Wing opened.
- 1973 Inauguration of St. Ann's Hostel.
- 1976 Introduced NSS Uniformity required
- 1980 Introduced B.Sc. Physics.
- 1982 Introduced B.Com Taxation.
- 1984 Introduced M.Com.
- 1986 Introduced Parent Teacher Association (PTA).
- 1988 Introduced Old Students Association (OSAX).
- 1989 Silver Jubilee Celebration.
- 1990 Sr. Anna Library inaugurated.
- 1993 Msgr. Augustine Maveli Memorial Volley Ball Tournament instituted.
- 1993 Rev. Dr. Sr. Redempta Memorial Basket Ball tournament instituted.
- 1993 B.A. in English Language and Literature launched
- 1994 Inauguration of Mount Carmel Block.
- 1995 Introduced B.Sc. Chemistry and B.A. Communicative English.
- 1996 Inauguration of the Auditorium.
- 1997 Launched the Computer Centre
- 1998 Introduced M.Sc. Physics.
- 1998 Construction of Non-Resident Student Centre.
- 1999 Introduced B.Sc. Zoology Vocational.

- 1999 Accredited with 4 Star level by NAAC.
- 1999 Demolition of old Pre-Degree block & its reconstruction.
- 2001 Introduced M.A. English.
- 2001 Inauguration of Canteen.
- 2002 Introduced M.Sc. Microbiology.
- 2002 Introduction of RELAX - Retired Lecturers Association of St. Xavier's College
- 2003 Established Tourism Club
- 2003 Blessing of the St. Joseph Block and the inauguration of the Seminar Hall.
- 2004 Ruby Jubilee Celebration
- 2006 Inauguration of Health Club.
- 2006 Inauguration of E.D. Club.
- 2006 Inauguration of Counselling Cell.
- 2006 Introduced St. Xavier's Everonn Virtual Class.
- 2006 Introduced IQAC.
- 2006 Introduction of RENTAX - Retired Non-Teaching Staff Association of St. Xavier's.
- 2006 Re-Accredited by NAAC with B++.
- 2006 Introduction of Research Cell.
- 2007 Introduction of UGC Certificate Course Human Rights & Duties Education.
- 2009 Introduced new Emblem and Uniform
- 2009 Institutionalized Mentoring
- 2009 Introduced houses and clubs
- 2009 Introduction of Red Ribbon Club
- 2010 Xaverian Kids Centre.
- 2012 Renovation of Administrative Office.
- 2012 Re-Accredited with 'A' Grade by NAAC.
- 2013 Introduced B.Com with Computer Application (Un-aided).
- 2013 Introduced B.Com Travel & Tourism (Un-aided).

- 2013 Rev. Mother Mary Magdeline Memorial Lecture Series by
Dept. of Economics & Political Science
- 2013 Approval for the Centre for Drinking Water Analysis.
- 2013 Research Centre - Commerce.
- 2013 Xaverian Research Journal 'Discourse'.
- 2013 Commerce Journal XJORC.
- 2013 Introduced M.A. Malayalam.
- 2013 Health Clinic
- 2013 ASAP Programme.
- 2013 Anti - Ragging Cell.
- 2014 Golden Jubilee Celebration.
- 2014 Documentary Fifty Fifty was produced
- 2014 Introduced Diploma in Computer Application.
(Under Continuing Education)
- 2014 DST FIST Support-Dept. of Physics
- 2014 Affiliation from Kerala Folklore Academy.
- 2014 Introduced M.Com Management
(Unaided change to Finance & Taxation in 2019)
- 2014 MOU with ICT Kerala.
- 2014 International Collaboration – Red Deer College
- 2015 MOU with Cochin Business School.
- 2015 Installation of Solar Panel.
- 2015 ASAP DOT, classes
- 2015 Introduced WWS and SSP.
- 2015 B.Com Taxation (Un-aided)
- 2016 New College Bus
- 2016 APJ Seminar Hall (Supported by PTA)
- 2016 M.Phil. Business Studies (Self-financing - discontinued on 2019)
- 2016 ASAP five star Accreditation.
- 2016 Physics Research Lab.
- 2016 Prof. Rebecca Grace Thomas Lecture Series by P.G. Dept. of English

- 2016 Department of Commerce-Computer Lab
- 2016 Library Extension & Renovation
- 2016 Mother Isabel Paper Presentation & Rebecca Mathan Debate Competition
- 2016 Campus under CCTV Surveillance
- 2016 WIFI enabled Campus
- 2016 New Omni Vehicle for NSS (supported by PTA)
- 2016 Xaverian National Award for Young Women Scientist – instituted by Department of Chemistry
- 2017 MOU with UNIBIOSIS
- 2017 NPTEL-Local Chapter (MOOC)
- 2017 College Foyer opened for use
- 2017 Up gradation Department of Chemistry and Chemistry Lab, Computer lab, Language Lab, Mother Theresa Seminar hall, Department of Malayalam, Botany.
- 2017 Recording Studio (Dept. of Communicative Eng.)
- 2017 Skyway sponsored by RELAX
- 2017 Recreation Hall
- 2017 Virtual Lab & Nodal Centre
- 2017 State Resource Centre Kerala (MHRDC)
- 2017 Junior scientist –Navadarsan
- 2017 NAAC IVth cycle –A Grade -3.33
- 2017 Rev. Sr. Bencita Endowment Lecture Series (Department of Mathematics)
- 2018 English Research Centre
- 2018 Physics Research Centre
- 2019 B.Com Travel & Tourism changed to B.Com Cooperation
- 2019 St. Xavier’s College Trust formed
- 2019 RUSA 2.0 Sanctioned (2 Crore)
- 2019 New reception for academic block
- 2019 Renovation of Vice-principal, Bursar and Manager’s cabin 2019
UN Academic impact membership

- 2019 Three B.Voc Courses Sanctioned from UGC
- 2020 ISO Certified
- 2020 India Today Ranking
- 2020 7 certificate Courses, 3 Diploma courses and 3 M.Voc Courses sanctioned from UGC
- 2021 IIC Five Star Ranking
- 2021 Land Purchased opposite to St. Xavier's College for Women Aluva
- 2021 Foundation stone laid for new 8-storeyed Academic block - RUSA 2.0 Scheme
- 2021 Introduced New gen Course –Integrated MSc Programme in Basic Sciences-Chemistry
- 2021 Renovation of Auditorium-Rusa 2.0 Scheme
- 2021 Renovation of Non teaching Staff room- Rusa 2.0 Scheme Introduced BVoc Accounting and taxation
- 2021 Introduced BVoc Culinary Arts and Hospitality Management Introduced BVoc Software Quality assurance and Quality Control
- 2021 New Computer Lab in St.Joseph's Block
- 2021 Toilet Block in 1st and 4th floor of Jesus Block -RUSA 2.0
- 2022 Incubation Centre - SPACE
- 2022 Open theatre
- 2022 Renovated IQAC Room
- 2022 Reception Renovation
- 2022 Lift in Jesus Block
- 2022 Introduced Toilet block by MLA fund
- 2022 Solar Panel upgraded (3 KVA- 8 KVA)
- 2022 Awarded CGPA 3.68 in the fifth cycle of NAAC accreditation
- 2023 Received Autonomous status form UGC
- 2024 Introduced Innovation Hub
- 2024 Approved CURIE Grant



2

COLLEGE ADMINISTRATION

GENERAL MANAGER

The General Manager (or her representative) is responsible for overseeing strategic planning, ensuring staff recruitment, and implementing organizational policies.

GOVERNING BODY

The governing body is responsible for providing strategic direction, ensuring effective management, overseeing policy implementation, and maintaining accountability and compliance with regulatory standards.

LOCAL MANAGING BODY

The local managing body oversees the day-to-day administration, ensures adherence to institutional policies, and manages financial and operational aspects at the local level.

PRINCIPAL

The Principal is responsible for providing academic leadership, managing institutional operations, overseeing faculty and staff, ensuring adherence to educational standards, and fostering a positive learning environment.

ACADEMIC COUNCIL

The Academic Council is responsible for overseeing academic policies, curriculum development, and quality assurance in teaching and learning, ensuring adherence to educational standards and promoting academic excellence.

IQAC

The IQAC (Internal Quality Assurance Cell) is tasked with ensuring and enhancing the quality of education and institutional processes through systematic monitoring, evaluation, and continuous improvement strategies.

COLLEGE COUNCIL

The College Council manages the overall administration of the college, including strategic planning, policy implementation, and coordination between various departments and committees to ensure smooth operational functioning.

ADMINISTRATIVE STAFF

The administrative staff manages day-to-day operations, handles communication and documentation, supports academic and operational functions, and ensures efficient administrative processes within the institution.

GOVERNING BODY

1. Very Rev. Mother Shahila CTC <i>(CTC Superior General & General Manager)</i>	President
2. Rev. Sr. Percy CTC <i>(Provincial Superior)</i>	Vice President
3. Rev. Sr. Charles CTC	Local Manager
4. Smt. Umadevi L D	Government Nominee
5. Dr. Cyriac Joseph	Syndicate member
6. Prof. Dr. Milon Franz	Secretary and Principal
7. Prof. Harry Cleetus	Member
8. Rev. Dr. Sr. Stella K. A	Member
9. Prof. Dr. Cicily Pearly Alex	Member
10. Dr. Lima Antony	Member



3

GRADUATES ATTRIBUTES

UNDER GRADUATE PROGRAMMES

- ❖ Foundational Knowledge and Practical Application
- ❖ Creative and Critical Thinking
- ❖ Effective Communication
- ❖ Teamwork and Collaboration
- ❖ Professionalism and Ethical Responsibility
- ❖ Intercultural Awareness
- ❖ Digital Proficiency
- ❖ Self-Awareness and Emotional Intelligence

POST GRADUATE PROGRAMMES

- ❖ Advanced Discipline Knowledge
- ❖ Research and Analytical Skills
- ❖ Innovative and Critical Thinking
- ❖ Advanced Communication Skills
- ❖ Leadership and Professionalism
- ❖ Global and Cultural Competence
- ❖ Digital Literacy
- ❖ Reflective Practice and Resilience

PROGRAMME OUTCOMES (PO)

PROGRAMME OUTCOMES FOR UNDERGRADUATE PROGRAMMES

PO 1 : Critical thinking and Analytical reasoning

Capability to analyse and evaluate evidence, arguments, claims, beliefs on the basis of empirical evidence; identify relevant assumptions or implications; formulate coherent arguments; critically evaluate practices, policies and theories to develop knowledge and understanding; critical sensibility to lived experiences, with self awareness and reflexivity of both self and society.

PO 2 : Scientific reasoning and Problem solving

Ability to analyse, interpret and draw conclusions from quantitative/qualitative data; and critically evaluate ideas, evidence and experiences from an open-minded and reasoned perspective; capacity to extrapolate from what one has learned and apply their competencies to solve different kinds of non-familiar problems, rather than replicate curriculum content knowledge; and apply one's learning to real life situations.

PO 3 : Multidisciplinary/interdisciplinary/transdisciplinary Approach

Acquire interdisciplinary /multidisciplinary/transdisciplinary knowledge base as a consequence of the learning they engage with their programme of study; develop a collaborative-multidisciplinary/interdisciplinary/transdisciplinary- approach for formulate constructive arguments and rational analysis for achieving common goals and objectives.

PO 4 : Communication Skills

Ability to express thoughts and ideas effectively in writing and orally; Communicate with others using appropriate media; confidently share one's views and express herself/himself; demonstrate the ability to listen carefully, read and write analytically, and present complex information in a clear and concise manner to different groups.

PO 5 : Leadership Skills

Ability to work effectively and lead respectfully with diverse teams; setting direction, formulating an inspiring vision, building a team who can help achieve the vision, motivating and inspiring team members to engage with that vision, and using management skills to guide people to the right destination, in a smooth and efficient way.

PO 6 : Social Consciousness and Responsibility

Ability to contemplate of the impact of research findings on conventional practices, and a clear understanding of responsibility towards societal needs and reaching the targets for attaining inclusive and sustainable development.

PO 7 : Equity, Inclusiveness and Sustainability

Appreciate equity, inclusiveness and sustainability and diversity; acquire ethical and moral reasoning and values of unity, secularism and national integration to enable to act as dignified citizens; able to understand and appreciate diversity (caste, ethnicity, gender and marginalization), managing diversity and use of an inclusive approach to the extent possible.

PO 8 : Moral and Ethical Reasoning

Ability to embrace moral/ethical values in conducting one's life, formulate a position/argument about an ethical issue from multiple perspectives, and use ethical practices in all work. Capable of demonstrating the ability to identify ethical issues related to one's work, avoid unethical behaviour

PO 9 : Networking and Collaboration

Acquire skills to be able to collaborate and network with educational institutions, research organisations and industrial units in India and abroad.

PO 10 : Lifelong Learning

Ability to acquire knowledge and skills, including "learning how to learn", that are necessary for participating in learning activities throughout life, through self-paced and self-directed learning aimed at personal development, meeting economic, social and cultural objectives, and adapting to changing trades and demands of work place through knowledge/skill development/reskilling.

PROGRAMME OUTCOMES FOR POST GRADUATE PROGRAMMES

PO 1 : Proficiency in Subject

Students will be able to enhance their knowledge in specialized fields, develop self-directed knowledge and integrate knowledge across content areas.

P0 2: Logical Thinking and Ethical Reasoning

Students will be able to think critically, and exploit opportunities based on knowledge acquired from classrooms and laboratories and have a clear understanding of professional and ethical responsibility in evaluating various perspectives and practices relevant to one's field of study.

P0 3 : Effective Communication & Competency

Students will be able to communicate effectively in presenting ideas orally and in writing through seminars and project presentations, and meaningfully interact with people and organizations with teamwork.

P0 4 : Problem Solving Skill and Diverse Perspectives

Students will acquire the ability to solve problems and evaluate diverse points of view within varying frameworks using the knowledge and skills acquired through the program.

P0 5 : Computational, Observational and Research Skill

Students will be able to pursue career paths in teaching and research in theoretical and experimental fields by acquiring technical, analytical and computational skills to analyse and interpret scientific data.

4

PROGRAMME OVERVIEW

UNDERGRADUATE HONOURS PROGRAMMES (2024-25 Admission)	
MAJOR PROGRAMMES - AIDED	MAJOR PROGRAMMES- UNAIDED
B.A. (Hons) English	B.A.(Hons) English and Journalism and Mass Communication
B.A. (Hons) Economics	B.Com. (Hons.) (Specilization Finance and Taxation)
B.A. (Hons) Malayalam	B.Com. (Hons.) (Specilization Co-operation)
B.Com. (Hons)	B.Com. (Hons) (Minor- Computer Application)
B.Sc. (Hons) Botany	
B.Sc. (Hons) Chemistry	
B.Sc. (Hons) Mathematics	
B.Sc. (Hons) Physics	
B.Sc.(Hons) Zoology (Specialization- Environmental Science)	
B.Sc. (Hons) Zoology (Specialization-Microbial Science)	
MINOR PROGRAMMES (AIDED)	MINOR PROGRAMMES (UNAIDED)
English	Journalism
Malayalam	Mass Communication Sanskrit
Commerce	Hindi Computer Application
Political Science	
Commerce	
Physics	
Chemistry	
Botany	

Zoology	
Microbiology	
Biochemistry	
Mathematics	
Statistics	

MULTI-DISCIPLINARY COURSES (AIDED)	
Semester 1	Semester 2
English Folktales and Songs from India Content Writing	Sports Literature and Cinema Fundamentals of Advertising and Public Relations
Malayalam സിനിമയും സാഹിത്യവും	സൈബർ എഴുത്തും വായനയും
Hindi प्यारी हिन्दी	Women in Contemporary Hindi Cinema
Commerce Personal finance and planning	Fundamentals of Accounting
Physics Physics around you	Observational Astronomy
Chemistry Food Chemistry and Nutrition	Dairy Chemistry
Botany Ecotourism	Gardening and Landscaping
Mathematics Mathematics for Competitive Examinations	Applicable Mathematics
Biochemistry Sports Biochemistry- The Science of Exercise and Human Performance	Biochemistry in Entrepreneurship
Microbiology World of Microbes	Microbes in Daily Life

MULTI-DISCIPLINARY COURSES (UNAIDED)	
Semester 1	Semester 2
B.A.(Hons) English and Journalism and Mass Communication Basics of Photography	AI in Media Sports Literature and Cinema
Commerce Business organisation and Entrepreneurship	Event Management

UNDERGRADUATE PROGRAMMES (2022-23 and 2023-24 Admissions)		
AIDED PROGRAMS	COMPLEMENTARY COURSES	COMMON COURSES
B.A. in English	Political Science and Evolution of Literary Movements	English, Hindi/ Malayalam
B.A. in Economics	Mathematics and Political Science	English, Hindi/ Malayalam
B.A. in Malayalam	Sanskrit	English, Hindi/ Malayalam
B.Com.(Finance and Taxation)		English, Hindi/ Malayalam
B.Sc. in Botany	Chemistry and Zoology	English, Hindi/ Malayalam
B.Sc. in Chemistry	Mathematics and Physics	English, Hindi/ Malayalam
B.Sc. in Mathematics	Physics and Statistics	English, Hindi/ Malayalam
B.Sc. in Physics	Mathematics and Chemistry/ Statistics	English, Hindi/ Malayalam
B.Sc. in Zoology Model 1	Chemistry and Botany	English, Hindi/ Malayalam
B.Sc. in Zoology Model 2	Medical Microbiology and Biochemistry	English, Hindi/ Malayalam

UNAIDED PROGRAMS	COMPLEMENTARY COURSES	COMMON COURSES
B.A. in English (Journalism and Mass Communication)	Evolution of Literary Movement and Sociology	English, Hindi/ Malayalam
B.Com. (Taxation)		English, Hindi/ Malayalam
B.Com. (Cooperation)		English, Hindi/ Malayalam
B.Com. (Computer Application)		English, Hindi/ Malayalam

FIVE YEAR INTEGRATED PROGRAMME

NAME OF THE PROGRAMME	COURSES	COMPLEMENTARY COMMON COURSES
M.Sc. Programme in Basic Science - Chemistry	Mathematics and Physics	English, Hindi/ Malayalam

TWO YEAR POST GRADUATE PROGRAMMES - AIDED

M.A. English in Language and Literature
M.Com. Finance and Taxation
M.A. Malayalam
M.Sc. Physics

TWO YEAR POST GRADUATE PROGRAMMES -UNAIDED

M.Com Finance & Taxation
M.Sc. Microbiology

VOCATIONAL PROGRAMMES

	COMMON COURSE
B.Voc. Accounting and Taxation	English
B.Voc. Software Quality Assurance and Quality Control	English
B.Voc. Culinary Arts and Hospitality Management	English

DOCTORAL PROGRAMMES

Commerce
Physics
English



5

ACADEMIC COUNCIL 2024-25

- 1 **Prof. Dr. Milon Franz** → **Chairman**
Principal, St. Xavier's College for Women, Aluva
- 2 **Dr. Baby Divya** → **Member Secretary**
Assistant Professor, Department of Zoology,
St. Xavier's College for Women, Aluva
- 3 **Dr. Sr. Stella K A** → **Controller of Examinations**
Vice Principal, St. Xavier's College for Women, Aluva
- 4 **Prof. Dr. Jose Antony** → **Educational Expert**
Head Department of Social Work,
Sree Sankaracharya University of Sanskrit, Kalady
- 5 **Adv. Sherry J Thomas** → **Law Expert**
High Court of Kerala, Ernakulam
- 6 **Dr. Anjana J C** → **Industry Expert**
Managing Director, Savitr Bioscience Pvt.Ltd., Thrikkakara, Ernakulam
- 7 **Dr. Sr. Lija Jose,** → **Medical Expert**
PS Hospital, Maradu, Ernakulam
- 8 **University Nominee** → **Dr. Beena Mathew,**
Professor, School of Chemical Sciences, M.G. University
- 9 **University Nominee** → **Dr. K. Jayachandran,**
Professor, School of Biosciences, M.G. University
- 10 **University Nominee** → **Dr. Robinet Jacob,**
Professor, School of Tourism Studies, M.G. University
- 11 **Dr. Vandana Aravindan** → **Faculty Representative**
Assistant Professor & HOD,
Department of Economics, St. Xavier's College for Women, Aluva
- 12 **Dr. Lima Antony** → **Faculty Representative - Language**
Associate Professor, Department of English,
St. Xavier's College for Women, Aluva

- 13 **Dr. Linda Louis** → **Faculty Representative – Science**
Assistant Professor, Department of Zoology,
St. Xavier’s College for Women, Aluva
- 14 **Dr. Raji Mohan** → **Faculty Representative**
Assistant Professor & *HOD*, Department of Commerce (Regular),
St. Xavier’s College for Women, Aluva
- 15 **Dr. Saumi Mary M** → **Academic Committee Coordinator**
Assistant Professor, **(MGU-UGP)**
Department of English, St. Xavier’s College for Women, Aluva
- 16 **Prof. Dr. Cicily Peary Alex** → **HOD, Physical Education**
St. Xavier’s College for Women, Aluva
- 17 **Dr. Vimala George** → **HOD, Physics**
Associate Professor, Department of Physics,
St. Xavier’s College for Women, Aluva
- 18 **Dr. Jaya Kuruvilla** → **HOD, Botany**
Associate Professor, Department of Botany,
St. Xavier’s College for Women, Aluva
- 19 **Dr. Annie Feby** → **HOD, Zoology**
Assistant Professor, Department of Zoology,
St. Xavier’s College for Women, Aluva
- 20 **Ms. Asmy Antony K A** → **HOD, Chemistry**
Assistant Professor, Department of Chemistry,
St. Xavier’s College for Women, Aluva
- 21 **Dr. Resmi Varghese** → **HOD, Mathematics**
Assistant Professor, Department of Mathematics,
St. Xavier’s College for Women, Aluva
- 22 **Dr. Mini VS** → **HOD, English**
Associate Professor, Department of English,
St. Xavier’s College for Women, Aluva
- 23 **Dr. Maria Paul** → **HOD, Malayalam**
Assistant Professor, Department of Malayalam,
St. Xavier’s College for Women, Aluva
- 24 **Dr. K. Lekha** → **HOD, Hindi**
Assistant Professor, Department of Hindi,
St. Xavier’s College for Women, Aluva

- 25 **Ms. Sonia John Markose** → **HOD, Department of Mass Communication & Journalism**
Assistant Professor,
Department of Mass Communication & Journalism
St. Xavier's College for Women, Aluva
- 26 **Ms. Ruby M Pillai** → **HOD, Microbiology (Unaided)**
Assistant Professor, Department of Microbiology,
St. Xavier's College for Women, Aluva
- 27 **Ms. Soumya Eapen** → **HOD, Commerce (Cooperation) (Unaided)**
Assistant Professor, Department of Commerce (Cooperation),
St. Xavier's College for Women, Aluva
- 28 **Ms. Stephy Pius** → **HOD, Commerce (Computer Application)**
Department of Commerce (Computer Application), (Unaided)
St. Xavier's College for Women, Aluva
- 29 **Ms. Greeshma M Pai** → **HOD, Commerce (Finance and Taxation),**
Department of Commerce (Finance and Taxation), (Unaided)
St. Xavier's College for Women, Aluva
- 30 **Ms. Amruthavarshini R** → **HOD, Software Quality Assurance and Quality Control (B.Voc) (Unaided)**
Department of Software Quality Assurance and Quality Control (B.Voc),
St. Xavier's College for Women, Aluva
- 31 **Ms. Devika S.** → **HOD, Culinary Arts and Hospitality Management (Unaided) (B.Voc),**
Department of Culinary Arts and Hospitality Management (B.Voc),
St. Xavier's College for Women, Aluva
- 32 **Ms. Jini Rose PJ** → **HOD, Accounting and Taxation (Unaided) (B.Voc.)**
Department of Accounting and Taxation (B.Voc.),
St. Xavier's College for Women, Aluva

COLLEGE COUNCIL 2024 -25

- 1 **Prof. Dr. Milon Franz** → **Chairperson**
Principal
- 2 **Dr. Sr. Stella K A** → **Vice Principal**
Vice Principal
- 3 **Dr. Resmi Varghese** → **Secretary**
Head, Department of Mathematics,

- 4 **Dr. Ansa Alphonsa Antony** → **IQAC Co-ordinator**
Associate Professor, Department of Mathematics,
- 5 **Dr. Cincily Pearly Alex** → **Head, Department of Physical Education**
Professor, Department of Physical Education
- 6 **Dr. Mini VS** → **Head, Department of English**
Associate Professor, Department of English
- 7 **Dr. Vandana Aravindan** → **Head, Department of Economics**
Associate Professor, Department of Economics
- 8 **Dr. Vimala George** → **Head, Department of Physics**
Associate Professor, Department of Physics
- 9 **Dr. Annie Feby** → **Head, Department of Zoology**
Assistant Professor, Department of Zoology
- 10 **Dr. Jaya Kuruvilla** → **Head, Department of Botany**
Associate Professor, Department of Botany
- 11 **Ms. Asmy Antony K A** → **Head, Department of Chemistry**
Assistant Professor, Department of Chemistry
- 12 **Dr. Maria Paul** → **Department of Malayalam**
Assistant Professor, Department of Malayalam
- 13 **Dr. Raji Mohan** → **Head, Department of Commerce (Reg)**
Assistant Professor, Department of Commerce
- 14 **Dr. K. Lekha** → **Head, Department of Hindi**
Assistant Professor, Department of Hindi
- 15 **Ms. Sonia John Markose** → **Head, Department of Mass**
Assistant Professor, Communication & Journalism
Department of Mass Communication & Journalism
- 16 **Ms. Ruby M Pillai** → **Head, Department of Microbiology**
Assistant Professor, Department of Microbiology, (Unaided)
- 17 **Ms Nikitha Xavier** → **Staff Secretary (Nominated member)**
Head, Department of Malayalam
- 18 **Sr. Joicy K J** → **Co-ordinator, B. Voc.**
- 19 **Sr. Alphonsa Smitha K J** → **Co-ordinator, Commerce (Unaided)**
- 20 **Sr. Jiji Joseph** → **Superintendent**
- 21 **Sr. Diogenous** → **Librarian**

STUDENT COUNCIL 2024 -25

POST	NAME OF THE CANDIDATE & CLASS
Chairperson	Mehak Kamil A II B A Communicative English
Vice Chairperson	Anjana A R II B Voc Accounts & Tax
General Secretary	Ansa Mariya V K I M A English
Magazine Editor	Ligimol N S I M A Malayalam
Arts Club Secretary	Ann Snoopa James II B Voc Software
University Union Councillor	Floshly Deepak II B Com Tax SF
University Union Councillor	Shaniya C Shereef II B A Economics
I U G Representative	V B Sahva Enam I B A Communicative English
II UG Representative	Bayan Fathima II B A Economics
III UG Representative	Amna Beevi III B A Communicative English
I PG Representative	Mary Amala R I M A Malayalam
II PG Representative	Shino Martin II M A English

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ADMISSION POLICY

INTRODUCTION

St. Xavier's College for Women, an autonomous institution affiliated to Mahatma Gandhi University, is committed to providing high-quality education and fostering an inclusive environment. This policy outlines the procedures and guidelines for the admission process to ensure fairness, transparency, and compliance with university regulations.

ADMISSION COMMITTEE

► Composition:

The Admission Committee shall comprise:

- ❖ Principal
- ❖ Nodal Officer for Admission
- ❖ Dean of Academics
- ❖ Heads of Departments
- ❖ Representatives from the teaching staff and administrative staff.

► Role and Responsibilities:

- ❖ Oversee the entire admission process.
- ❖ Ensure adherence to the guidelines of the Government, UGC and the affiliating university.
- ❖ Implement transparent procedures to facilitate fair admissions.
- ❖ Address grievances and resolve disputes related to admissions.

DOCUMENTS TO BE PRODUCED AT THE TIME OF ADMISSION (UG PROGRAMME):

- ❖ The Application form.
- ❖ SSLC certificate
- ❖ Transfer Certificate (TC) from the Institution last attended and Conduct Certificate.

- ❖ Marklists of all parts of the Plus Two / equivalent examination.
- ❖ Eligibility Certificate from Mahatma Gandhi University, in the case of candidates who have passed their qualifying examination from other Boards/Institutes/governments, except BOARD OF HIGHER SECONDARY EDUCATION Kerala, VHSE Kerala, THSE Kerala, CBSE
- ❖ Migration Certificate, if applicable.
- ❖ Caste certificate in the case of SC/ST candidates. Any other documents required to be produced by the Head of Institution.
- ❖ Community Certificate along with non-creamy layer certificate (as per Government rules) from the revenue authorities concerned in the case of SEBC candidates who claim reservation under SEBC category. The non-creamy layer certificate should not have been issued earlier than 12 months prior to the submission of application.
- ❖ Income and Asset Certificate from the revenue authorities concerned as stipulated in GO (MS)No. 128/2020/H Edn dated 20/03/2020 in the case of candidates who wish to avail of reservation under EWS.
- ❖ Candidates who wish to avail of bonus/weightage of marks shall produce the relevant certificates.

THE DOCUMENTS TO BE PRODUCED AT THE TIME OF ADMISSION (PG PROGRAMMES):

- ❖ The Application form and Passport size photo
- ❖ Certificate to prove date of birth (SSLC)
- ❖ Transfer Certificate (TC) from the Institution last attended and Conduct Certificate.
- ❖ Grade card/ Mark lists of all parts of the Degree examination and Provisional/Degree Certificate.
- ❖ In the case of students from other Universities, Equivalency/Eligibility Certificate from Mahatma Gandhi University,
- ❖ Migration Certificate, if applicable.
- ❖ Caste certificate from the revenue authorities concerned in the case of SC/ST candidates.
- ❖ Community Certificate along with non-creamy layer certificate (as per Government rules) from the revenue authorities concerned in the case of Community quota and SEBC candidates who claim reservation under SEBC category.
- ❖ Income and Asset Certificate from the revenue authorities in the case of candidates who wish to avail of reservation under EWS.

- ❖ Candidates who wish to avail of bonus/weightage of marks shall produce the relevant certificates.
- ❖ Payment receipt (Print out)

TRANSPARENCY IN THE ADMISSION PROCESS

- ❖ **Publication of Admission Criteria:** The criteria for admission, including eligibility, selection process, and reservation policies, will be clearly outlined and made available on the college website and admission brochure.
- ❖ **Merit List:** A merit list will be prepared based on the eligibility criteria and selection process. The list will be published on the college website and notice boards.
- ❖ **Counseling and Interviews:** Shortlisted candidates will be called for counseling and interviews, where applicable. The schedule and details will be communicated in advance.
- ❖ **Grievance Redressal:** A transparent mechanism for addressing grievances related to admissions will be in place. The Admission Committee will review and resolve all complaints within a stipulated time frame.

ADMISSION GUIDELINES

The candidates will be informed of their admission status through their registered phone number and email and in necessary situations faculty members of the concerned departments will directly communicate with them.

DOCUMENTATION AND VERIFICATION

- ❖ **Required Documents:** Candidates must submit original and attested copies of necessary documents, including mark sheets, certificates, proof of reservation category, and other relevant documents.
- ❖ **Verification Process:** The college will verify all documents for authenticity. Any discrepancy or false information may result in the cancellation of admission.

FEE STRUCTURE

- ❖ **Transparent Fee Policy:** The fee structure for various courses will be clearly mentioned in the admission prospectus and on the college website.
- ❖ **Payment Schedule:** Details regarding the payment schedule and modes of payment will be provided to the candidates at the time of admission.

CONCLUSION

St. Xavier's College for Women is dedicated to maintaining the highest standards of integrity and fairness in its admission process. By adhering to this policy, the college aims to provide an inclusive and transparent admission process, ensuring equal opportunities for all candidates.

ACADEMIC & ASSESSMENT CALENDAR

UG PROGRAMMES

Semester	Date of Commencement	Date of Closing	Remarks
I 2024-25 Admission	1.7.2024	15.11.2024	87 Working Days
	12.11.2024	25.11.2024	First Semester Examination
II 2024-25 Admission	18.11.2024	28.3.2025	87 Working Days
02-04-2025	22-04-2025		Second Semester Examination
III 2023-24 Admission	3.6.2024	30.10.2024	95 Working Days
IV 2023-24 Admission	1.11.2024	28.3.2025	98 Working Days
V 2022-23 Admission	3.6.2024	30.10.2024	95 Working Days
VI 2022-23 Admission	1.11.2024	28.3.2025	98 Working Days

PG PROGRAMMES

Semester	Date of Commencement	Date of Closing	Remarks
I 2024-25 Admission	8.7.2024	22.11.2024	86 Working Days
11-11-2024	20-11-2024	First Semester Examination	
II 2024-25 Admission	25.11.2024	28.03.2025	82 Working Days
	02-04-2025	22-04-2025	Second Semester Examination
III 2023-24 Admission	3.6.2024	30.10.2024	95 Working Days
IV 2023-24 Admission	1.11.2024	28.3.2025	98 Working Days

INTEGRATED PROGRAMMES

Semester	Date of Commencement	Date of Closing	Remarks
I 2024-25 Admission	1.7.2024	15.11.2024	87 Working Days

II	2024-25 Admission	18.11.2024	28.3.2025	87 Working Days
III	2023-24 Admission	3.6.2024	30.10.2024	95 Working Days
IV	2023-24 Admission	1.11.2024	28.3.2025	98 Working Days
V	2022-23 Admission	3.6.2024	30.10.2024	95 Working Days
VI	2022-23 Admission	1.11.2024	28.3.2025	98 Working Days
VII	2021-22 Admission	3.6.2024	30.10.2024	95 Working Days
VIII	2021-22 Admission	1.11.2024	28.3.2025	98 Working Days
IX	2020-21 Admission	3.6.2024	30.10.2024	95 Working Days
X	2020-21 Admission	1.11.2024	28.3.2025	98 Working Days

WORKING DAYS AND HOLIDAYS

WORKING DAYS

Month	Working Days
June	19
July	22
August	18
September	15
October	21
November	21
December	16
January	22
February	19
March	20
Total	193

HOLIDAYS

Onam Holidays	13.9.2024 to 22.9.2024
Christmas Holidays	20.12.2024 to 29.12.2024
Mid-Summer Vacation	1.4.2025 to 31.5.2025

The examinations are to be conducted as per the examination calendar published by the office of Controller of Examinations.

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RESEARCH CENTRES AND RESEARCH GUIDES OF THE COLLEGE

► ENGLISH

Prof. Dr. Milon Franz
Dr. Lima Antony
Dr. Liss Marie Das
Dr. Saumi Mary M.

► COMMERCE

Dr. Raji Mohan
Dr. Tinsy Rose Tom

► PHYSICS

Dr. Vimala George
Dr. Sujatha N.V.

RESEARCH GUIDES IN OTHER CENTRES

1 STATISTICS

Dr. Ansa Alphonsa Antony Maharajas College, Ernakulam

2 BOTANY

Dr. Nisha P. Maharajas College, Ernakulam

3 ZOOLOGY

Dr. Annie Feby Sacred Heart College, Thevara
Dr. Baby Divya Sacred Heart College, Thevara
Dr. Seema K St. Albert's College, Ernakulam
Dr. Revathy S St. Albert's College, Ernakulam
Dr. Anu Anto Nirmala College, Muvattupuzha

4 CHEMISTRY

Dr. Newly Joseph St. Albert's College, Ernakulam
Dr. Sr. Stella K A St. Albert's College, Ernakulam

5 PHYSICAL EDUCATION

Prof. Dr. Cicily Pearly Alex U.C. College, Aluva

6. MICROBIOLOGY

Dr. Aneymol Sreesankara College, Kalady

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FEES STRUCTURE

SCHEDULE OF FEES

Particulars	UG	PG
Tuition Fee	1165.00	2085.00
Admission	90.00	180.00
Library	115.00	115.00
College Sports Affiliation	115.00	115.00
Association Fee	65.00	65.00
Stationary	65.00	65.00
Magazine	65.00	65.00
Calendar	45.00	45.00
Audio	40.00	40.00
Athletic	115.00	115.00
Medical	20.00	20.00
SAF	20.00	20.00
W. Study	20.00	20.00
Students Welfare Fund	45.00	45.00
University Union	65.00	65.00
Students Affiliation Fee	735.00	945.00
Students Affiliation Fee (IP)	895.00	-
Students Insurance Premium	23.00	23.00
Sports Affiliation Fee	255.00	255.00
Matriculation Fee	295.00	295.00
Caution Deposit (Refunded)	360.00	600.00

LABORATORY FEES

Department	1yr	2yr	3yr
Maths	180	180	-
Physics/Che.	470	470	1105
Physics/Sta.	300	300	1105
Chemistry	470	470	1105
Botany	640	640	1105
Zoology	640	640	1105
Zoology(V)	640	815	1105
MSc Int.Che	470	470	1105
MSc Physics	1395	1395	-

THE SEMESTER

I Semester : June - November

II Semester : December - May

COLLECTION OF FEES:

(Vide G.O. Ms. No. 65 / 74 / HEDN - Dated 12.6.74)

1. Tuition fees will be collected in two equal instalments. The first instalment includes the special fees prescribed to be collected from the students of I Degree class, I P.G. class on the date of admission to the College and from the students of senior classes, II Degree Course, III Degree Course and II P.G. Course in a period in 2 instalments.
2. A student joining at any part of a Semester will have to pay all the fees for the Semester.
3. A Student leaving at any part of a Semester is liable to pay all the fees of the Semester.

CAUTION DEPOSIT:

1. Every student on admission is liable to pay caution deposit at the rates shown in the schedule of fee with the first instalment of tuition fees and other special fees payable on the date of admission.
2. Student belonging to SC / ST / OEC / are exempted from the payment of caution deposit.

Students Welfare Fund	45.00	45.00
University Union	65.00	65.00

Students Affiliation Fee	735.00	945.00
Students Insurance Premium	23.00	23.00
Sports Affiliation Fee	255.00	255.00
Matriculation Fee	295.00	295.00
Caution Deposit (Refunded)	360.00	600.00

- At the end of a particular course the caution deposit will be refunded to her after adjusting the dues if any on receipt of the application from the student in the prescribed form. The receipt issued from the college should be attached along with the application form.
- All claims for refund of caution deposit shall be preferred before the re-opening date of the next academic year following the academic year in which the course is completed.

FEES PAYMENT DATES

Date	Day	Purpose	Amount
25.06.24	Tue	2 nd Year PG Tuition fee	2085.00
26.06.24	Wed	2 nd Year UG Tuition fee	1165.00
27.06.24	Thu	3 rd Year UG Tuition Fee	1165.00
02.07.24	Tue	UG & PG Tuition fee with fine Rs.5/	
08.07.24	Mon	UG& PG Tuition fee with fine Rs.10/	
Fees once paid will not be refunded.			

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SPONSORED ENDOWMENT PRIZES / SCHOLARSHIPS

Rev. Mother Eliswa Endowment Prize instituted by Rev. Sr. Charles	For the best all-rounder of the year in the college
Rev. Mother Tresa Endowment Prize instituted by Rev. Sr. Charles	For the Latin Catholic all-rounder of the year in the college
Rev Sr. Speciosa Endowment	For conducting inter collegiate seminars in departments
Rev. Sr. Afra and Rev. Sr. Besilda Endowment	For the brightest and most deserving Latin Catholic Students
Dr. Sheelamma N.P. Endowment Rev. Sr. Anjelica and Sr. Simon	For the bright and most deserving Endowment Latin Catholic Student of the first year P.G. Courses.
OSAX Award	For the most deserving first year Degree students in Arts and Science.
Ms. Pearl Memorial Orator Award	Inter Collegiate Oratory Competition
Prof Rani K.A. in memory of late K Daniel, Ex-librarian, Maharajas College, Ernakulam	Best Library user award among students
Dr. Sr. Benedicta Mary- In memory of Mother Mary Magdaline	To conduct lecture series
Prof. Dr. Sheena Xavier - OSAX Endowment	Activities of OSAX
SPORTS	
Rev. Sr. Anna Endowment Prize instituted by Rev. Sr. Charles Rev. Sr. Percy Endowment Prize	All-rounder in sports

Prof. K.S. Sobha Endowment	For the student who excels in Sports and Acedemics
STUDENT COUNCIL	
Dr. Aparna Lakshmanan - In memory of late grandfather Kannezhethu Raghavan Nair	Most Active Union Member
Ms. Patricia Jannet Netto Late Ms. Pearl Augustine Endowment	Most Active Union Member
Gourikutty Endowment Prof. Anila, Prof. Ambujakshi & Prof. K.C. Tresa	For the best performer in Youth Festival
MATHEMATICS	
Rey, Sr. Bencita Endowment	For the best outgoing students
Prof. Rita Mary Thomas and Prof. Omana	For the student scoring highest Endowment, marks in final
Prof. Sumangala Devi Endowment	For the student scoring second highest marks in the university examination
Dr. Aparna Lakshmanan Endowment - Dedicated to Ph.D. Supervisor Ambat Vijayakumar	Most deserving Student , Final year B.Sc Mathematics Prof.
Prof. Savithri Endowment	For the best student in subsidiary Physics
Sr. Michaeliana Endowment	For the best student in subsidiary Maths in Physics
PHYSICS	
Prof. Madavikutty Endowment Ms. Jessy V.C Endowment	For the student scoring highest marks in first year M. Sc. Physics university examination
Rev. Sr. Infanta Endowment Prof. V.C. Annamma Endowment Prof. Lizamma Manual Endowment	For students scoring highest marks in final year M.Sc, and B.Sc. Physics university examination.

Prof. Sara T.P. Endowment	For the student scoring highest marks in B.Sc subsidiary Physics
Prof Emily Titus Endowment in memory of her late parents	For students securing highest marks in B.Sc and M.Sc. Physics Practical Exam.
Ms. Lathadevi P.K. Endowment	Most deserving Student in M.Sc Merit cum Means
Dr. Sheena Xavier - In memory of her late Mother Mrs. Annie Xavier	Best outgoing student in Physics
CHEMISTRY	
Prof. Aley Joseph Endowment Prof. Mayadevi Endowment Rev. Mother Eliswa Endowment Prize instituted by Rev. Sr. Clodit	For the student securing highest marks in B. Sc. Chemistry University Exam.
Ms. Tessy Joseph (NTS) Endowment	Most deserving Student in ll year Chemistry
BOTANY	
Prof. Aleyse and Rev. Sr. Della Endowment	For the best outgoing student in Botany
Rev. Sr. Charles Endowment	For the students scoring highest marks in the ll B.Sc Botany
Ms. Sherly Joseph Mr. Johny A.J.	Most deserving Latin Catholic Student in B.Sc Botany
ZOOLOGY	
Prof. Vimala Cross and Prof. Merita Paul Endowment	For conducting inter-collegiate seminars in the department of Zoology
Prof. Santha Sebastian Endowment	For the students scoring highest marks in B.Sc. Zoology University Exam.
Rev. Dr. Sr. Rexia Endowment	For the students scoring highest marks in B.Sc.Zoology University Exam. (Latin)
Dr. Euphrasia Endowment & Ms. Molly Isabel Joseph	For the students scoring highest marks in Zoology Model II Examination
Ms. Betty Joseph & Ms. Molly Isabel Joseph Endowment	Most deserving Student in B.Sc. Zoology Model I

Ms. Brigid Endowment	Topper (Latin Catholic) B.Sc. Zoology Model I student - MG University Examination
COMMERCE	
Late Rev. Sr. Redempta Endowment Ms. Mary Joan in Memory of her late Parents Prof. Somasekharan Unni Endowment	For the top scorers in the final M.Com. and final B.Com. University Exam
Prof. Mary Mildred Endowment	Anglo Indian Topper in B.Com and M.Com
Dr. Raji Joseph Endowment	B.Com university Topper
Prof Rani K.A. Endowment in memory of late Mother General Rev. Sr. Georaia	M.Com university Topper
Prof. Patricia Janet Netto Endowment	For attending Seminars for Commerce Students
Prof. Patricia Janet Netto Endowment	For conducting Seminar for Commerce Regular Students
COMMERCE (Unaided)	
Commerce (Unaided) Department Endowment	University Topper in B.Com Tax/Computer Applications/ Co-operation and M.Com (Unaided)
ENGLISH	
Prof. Saroja Appukuttan Endowment	Best Outgoing student
Rev. Sr. Delani Endowment Late Prof. Mrs. T.B. Thomas Endowment	For the student scoring highest marks in Part I English Degree Examination
Prof. Tessy George Endowment	For outgoing topper of B.A. English Literature
Ms. Gracy Rajan Endowment	Best outgoing BA English Student
DEPARTMENT OF MASS COMMUNICATION & JOURNALISM	
Rev. Sr. Gracious Endowment	For the best outgoing B.A. Communicative English student

MALAYALAM	
Late Prof. P. T. Simon Endowment Mrs. C.P. Vijaya Memorial Endowment Smt. Meenkamma Endowment Prof Saraswathy Endowment	For the student scoring highest marks in Malayalam Main
Prof. Mary Juliet Endowment	For the Best PG Dissertation in Malayalam
Sr. Dr. Geege Joanamma Xavier (Sr. Shalini) Dr. C. Santhakumari Endowment	M.A. Malayalam M.G. University Examination Topper
Prof. P. Ambujakshy Endowment	Highest Mark in M.A. Sanskrit
Dr. Lilly C.O. Endowment - OSAX	For the deserving PG Malayalam Student
Saraswathi Endowment - OSAX Endowment	Topper in M.A Malayalam with First Class
Saraswathi Endowment - OSAX Endowment	Topper in B.A Malayalam with First Cass
Saraswathi Endowment - OSAX Endowment	Topper in II Year B.A/B.SC. second Lanquage with First Class
HINDI	
Rev. Msgr. Auqustine Maveli Endowment Meenakshi Ramakrishnan Endowment	For the highest marks in Hindi B.A./B.Sc./B.Com. University Mrs. Examinations
ECONOMICS	
Prof. K.B. Thankam Endowment	For the student securing the highest marks in Micro Economics
Rev. Sr. Electa Endowment	For Latin Catholic student securing hiahest marks in II BA Economics
Prof. Rebeca Mathan Endowment	For the best outgoing student in Economics

NSS & NCC	
Dr. Raji Joseph Endowment Prize Prof. P K Mary Endowment Prize Rev. Sr. Percy Endowment Prize	Best NSS Student Volunteer
Rev. Sr. Percy Endowment Prize Prof. Vimala Cross and Dr. Fathima Cross Endowment Prize in memory by their father Late Capt. P. John Cross	For the Best NCC Cadet
RESEARCH	
Rev. Sr. Reethamma V. Endowment	Activities of Research Development Council
CATECHISM & MORAL SCIENCE	
Rev. Sr. Elizabeth Mark Endowment	To the best student in Final Year Catechism & Moral Science
Rev. Sr. Damian Endowment	Best Jesus Youth Volunteer
NON-TEACHING STAFF	
Sr. Cyra and Sr. Nancy Endowment Sr. Sabeena Endowment Mr. Thomas T. Endowment Ms. Kochutheresia N.P Endowment Ms. Sabeena Joseph Endowment Ms. Jessy V C Endowment Ms. Molly Isabel Joesph Endowment Rev. Sr. Elizabeth Mark Endowment	For the Activities of Non Teaching Staff
OTHERS	
Rev. Sr. Reethamma V Endowment	Activities of Women Cell
Sr. Dr. Geege Joanamma Xavier (Sr. Shalini) Endowment	Activities of IQAC

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PERSONNEL: OVER VIEW

TEACHING STAFF

POST GRADUATE DEPARTMENT OF ENGLISH AND RESEARCH CENTRE		english@stxaviersaluva.ac.in
1	Prof. Dr. Milon Franz Principal & Professor M.A., M.Phil., P.G. Diploma in Journalism & Communication, B.Ed, NET, Ph.D, principal@stxaviersaluva.ac.in	8281923240
2	Dr. Mini V.S., M.A, M.Phil, B.Ed., NET-JRF, Ph.D. Associate Professor (HoD) minivvs@stxaviersaluva.ac.in	9497026791
3	Dr. Lima Antony, M.A., B.Ed., NET-JRF, Ph.D. Associate Professor limaantony@stxaviersaluva.ac.in	6238268929 9446552360
4	Ms. Sruthy Francis M, M.A, M.Phil., NET-JRF Assistant Professor sruthyfrancism@stxaviersaluva.ac.in	9744984896
5	Dr. Saumi Mary M, M.A (English), MA (Psychology), B.Ed, NET, Ph.D. Assistant Professor saumimarym@stxaviersaluva.ac.in	9446128347
6	Dr. Liss Marie Das, M.A, M.Phil., NET, Ph.D., PGCTE Assistant Professor lissmariedas@stxaviersaluva.ac.in	9946812524
7	Ms. Jasmine Gonsalves, M.A., M.Phil., B.Ed., M.A. History Assistant Professor jasminegonsalves@stxaviersaluva.ac.in	9388477459

8	Ms. V. Sreeja , M.A., M.Phil., NET Assistant Professor sreejav@stxaviersaluva.ac.in	9495956185
9	Lt. Camilla Diana B.H. , M.A., B.Ed., SET, NET Assistant Professor camilladiana@stxaviersaluva.ac.in	9846033899
10	Dr. Sheeba V. Rajan , M.A., NET, B.Ed., SET, Ph.D. Assistant Professor sheebavrajan@stxaviersaluva.ac.in	9947715700
11	Ms. Renjitha Reghunath , M.A., B.Ed., NET, SET Assistant Professor renjithareghunath@stxaviersaluva.ac.in	9605960891
DEPARTMENT OF HINDI		hindi@stxaviersaluva.ac.in
1	Dr. K. Lekha , M.A., M.Phil., PGD in Translation, NET, Ph.D. Assistant Professor (HoD) lekhak@stxaviersaluva.ac.in	9847928647
2	Dr. Vineetha V. , M. A, M.Phil., Ph.D. Assistant Professor (on contract) drvineethabimal@gmail.com	9446414905
DEPARTMENT OF MALAYALAM		malayalam@stxaviersaluva.ac.in
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3	Dr. Smrithi S Babu , M. A, B.Ed., SET, NET-JRF, Ph.D. Assistant Professor smrithisbabu@stxaviersaluva.ac.in	9846583693
4	Dr. Helan M , MA, B. Ed, M.Phil., Ph.D Assistant Professor helandinkar8491@gmail.com	9074897121
5	Dr. Archana Mohan , MA, M.Phil., NET, JRF, Ph.D. Assistant Professor archanamohan@stxaviersaluva.ac.in	8589916259

6	Dr. Surya P , M. A, M.Phil., NET-JRF, Ph.D. Assistant Professor suryap@stxaviersaluva.ac.in	9446045779
7	Dr. Suma K.U , M.A., M.Phil., Ph.D. Assistant Professor (on contract) sumaanilkumar77@gmail.ac.in	9633030726
8	Dr. Lija Aravind , M.A, B.Ed, M. Phil, Ph.D, NET Assistant Professor (on contract) lijaaravind9@gmail.ac.in	8281889852
DEPARTMENT OF MATHEMATICS mathematics@stxaviersaluva.ac.in		
1	Dr. Resmi Varghese , M.Sc., M.Phil, NET, Ph.D. Assistant Professor (HoD) resmivarghese@stxaviersaluva.ac.in	9495125230
2	Dr. Ansa Alphonsa Antony , M.Sc., NET-JRF, Ph.D. Associate Professor ansaalphonsa@stxaviersaluva.ac.in	9744942746
3	Dr. Rakhimol V Isaac , M.Phil., B. Ed., Ph.D. Assistant Professor (on contract) isaacrakhi@gmail.com	9979938531
4	Sr. Nimmy Das , M.Sc., B. Ed. Assistant Professor (on contract) nimmydasctc92@gmail.com	8714126193
5	Sr. Rincy Varghese , M.Sc. Assistant Professor (on contract) srrincyvarghese123@gmail.com	9037448870
PG DEPARTMENT OF PHYSICS AND RESEARCH CENTRE physics@stxaviersaluva.ac.in		
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3	Dr. Bindhu Christopher , M.Sc., B.Ed.,NET, SET, Ph.D. Assistant Professor bindhuchristopher@stxaviersaluva.ac.in	9447908439

4	Dr. Sr. Elia Raine P.J. , M.Sc., Ph.D., NET-JRF Assistant Professor rainejacob@stxaviersaluva.ac.in	9526941671
5	Dr. Seena G , M.Sc., B.Ed., SET, Ph.D. Assistant Professor (on contract) physicsguest1@stxaviersaluva.ac.in	7012916241
6	Dr. Sherin J S , M.Sc., Ph.D. Assistant Professor (on contract) physicsguest2@stxaviersaluva.ac.in	9048822456
7	Ms. Preejika P K , M.Sc., B.Ed., SET, NET Assistant Professor (on contract) physicsguest3@stxaviersaluva.ac.in	8156877148
DEPARTMENT OF CHEMISTRY		chemistry@stxaviersaluva.ac.in
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2	Dr. Newly Joseph , M.Sc., NET, B.Ed., SET, Ph.D. Assistant Professor newlyjoseph@stxaviersaluva.ac.in	9495714149
3	Ms. Sheneya Festus , M.Sc., NET-JRF, B.Ed. Assistant Professor sheneyafestus@stxaviersaluva.ac.in	9495502911
4	Dr. Sr. Stella K.A. , M.Sc., M.Phil., Ph.D. Assistant Professor viceprincipal@stxaviersaluva.ac.in	9745804835
5	Dr. Daly Kuriakose , M.Sc., M.Phil., NET with JRF, SET, Ph.D. Assistant Professor (on contract) dalykuriyakose@gmail.com	9526309257
6	Dr. Reshma S. , M.Sc., NET, GATE, Ph.D. Assistant Professor (on contract) reshleo03@gmail.com	9497273984
7	Dr. Deepa Sebastian , M.Sc., M.Phil., Ph.D. Assistant Professor (on contract) deepasebastian27@gmail.com	8129146465
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9	Aswathy P.V. , M.Sc., M.Phil., NET Assistant Professor (on contract) aswathypv1993@gmail.com	9946323312
10	Anjitha Bhasi , M.Sc., M.Phil., B.Ed., SET, K-TET Assistant Professor (on contract) anjithanedumpuram@gmail.com	9961635154
11	Mariya Joy , M.Sc., B.Ed., SET, K-TET Assistant Professor (on contract) mariyajoyk1997@gmail.com	9207420552
DEPARTMENT OF BOTANY		botany@stxaviersaluva.ac.in
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2	Dr. Nisha P. , M.Sc., B.Ed., Ph.D. Assistant Professor nishap@stxaviersaluva.ac.in	9447538254
3	Dr. Anila N. , M.Sc., NET, Ph.D. Assistant Professor anilan@stxaviersaluva.ac.in	7736267210
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DEPARTMENT OF ZOOLOGY		zoology@stxaviersaluva.ac.in
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2	Ms. Binu Correya , M.Sc., B.Ed., NET Assistant Professor binucorreya@stxaviersaluva.ac.in	7559812605
3	Dr. Seema K. , M.Sc., Ph.D. Assistant Professor seemak@stxaviersaluva.ac.in	9846222959
4	Dr. Revathy S. , M.Sc., NET, Ph.D Assistant Professor revathy@stxaviersaluva.ac.in	9447726348
5	Dr. Baby Divya , M.Sc., NET, Ph.D. Assistant Professor babydivya@stxaviersaluva.ac.in	8547576067

6	Dr. Anu Anto , M.Sc., NET, Ph.D. Assistant Professor anuantostxaviersaluva.ac.in	9446545002
7	Dr. Aneymol V.S. , M.Sc., Ph.D. Assistant Professor aneymolvsstxaviersaluva.ac.in	9847500596
8	Dr. Linda Louis , M.Sc., NET, Ph.D. Assistant Professor lindalouisstxaviersaluva.ac.in	9497282218
9	Dr. Bini Francis , M. Sc., M. Phil., NET, Ph.D. Assistant Professor (on contract) binifrancis24@gmail.com	9496225773
DEPARTMENT OF ECONOMICS		economicsstxaviersaluva.ac.in
1	Dr. Sr. Sindhu P.J. (Sr. Sharin) , M.A., M.Phil., B.Ed, NET, Ph.D. Assistant Professor (HoD) srsharinstxaviersaluva.ac.in	9847191094
2	Dr. Vandana Aravindan , M.A., NET, Ph.D. Assistant Professor vandanaaravindanstxaviersaluva.ac.in	9497062488
3	Ms. Alaina Catharin , M.A. Assistant Professor (on contract) alainacatharin@gmail.com	7012107061
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1	Dr. Raji Mohan , M.Com, MBA, NET, Ph.D. Assistant Professor (HoD) rajimohanstxaviersaluva.ac.in	9447594813
2	Dr. Ninu Rose , M.Com., MBA, NET- JRF, Ph.D. Assistant Professor ninurosestxaviersaluva.ac.in	9895405221
3	Dr. Shereena John , M.Com., NET-JRF, Ph.D. Assistant Professor shereenajohnstxaviersaluva.ac.in	8891011227
4	Ms. Bilu Job , M.Com., NET Assistant Professor bilujobstxaviersaluva.ac.in	9605550642

5	Dr. Tinsy Rose Tom , M.Com, B.Ed., MBA, Ph.D. Assistant Professor tincy@stxaviersaluva.ac.in	8089416235
6	Ms. Lidia Durom , M.Com., DCA, NET Assistant Professor lidia@stxaviersaluva.ac.in	9037347594
7	Sr. S. Mary Maglin Alven , M.Com., NET Assistant Professor smarymaglinalven@stxaviersaluva.ac.in	7034379853
DEPARTMENT OF PHYSICAL EDUCATION physicaleducation@stxaviersaluva.ac.in		
1	Dr. Cicily Pearly Alex , M.PEd., NET, Ph.D. Associate Professor (HoD) pearlyjohnson@stxaviersaluva.ac.in	9447373958
UNAIDED COURSES		
DEPARTMENT OF MASS COMMUNICATION & JOURNALISM communicative.english@stxaviersaluva.ac.in		
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2	Ms. Bindu Varghese , M.A English Assistant Professor (on contract) bindu@stxaviersaluva.ac.in	9847754347
3	Sr. Joicy K.G. , M.A, MCJ Assistant Professor (on contract) srjoicyctc@gmail.com	9744517584
4	Ms. Dhanyalakshmi K. D. , M.A., NET Assistant Professor (on contract) dhanyalakshmi231197@gmail.com	8921325833
5	Ms. Nimmy Alex , M.A, B.Ed, NET Assistant Professor (on contract) nimmyalex38@gmail.com	9249922611

DEPARTMENT OF MICROBIOLOGY microbiology@stxaviersaluva.ac.in		
1	Ms. Ruby M. Pillai , M.Sc., NET Assistant Professor (on contract) (HoD) rubympillai@stxaviersaluva.ac.in	9847033770
2	Ms. Shyamala M P , M.Sc., M.Phil. Assistant Professor (on contract) shyamala@stxaviersaluva.ac.in	9645308344
3	Ms. Julie Nadayil , M.Sc., NET Assistant Professor (on contract) jnjulie88@gmail.com	9526893274
P.G. DEPARTMENT OF COMMERCE commerce.self@stxaviersaluva.ac.in		
1.	Sr. Alphonsa Smitha K J (Sr. Vandana) , M. Com Assistant Professor (on contract) Coordinator srvandana@stxaviersaluva.ac.in	9544498025
DEPARTMENT OF FINANCE AND TAXATION		
1	Ms. Greeshma M Pai , M.Com., NET Assistant Professor (on contract) greeshmapai96@gmail.com	7025087078
2	Ms. Aparna George T , M.Com., B.Ed. Assistant Professor (on contract) aparnageorget@gmail.com	9400718607
3	Ms. Anupriya K.B. , M.Com., NET Assistant Professor (on contract) riyakalathungal@gmail.com	9526775455
4	Ms. Remya Ann Zachariah , M.Com.,NET Assistant Professor (on contract) remyazk@gmail.com	9539043988
5	Ms. Devi Krishna K.R. , M.Com.,NET Assistant Professor (on contract) devikrishnasachin@gmail.com	8113068576
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1	Ms. Steffy Pius , M.Com., MBA Assistant Professor (on contract) josephinestephy@gmail.com	9497148713

2	Ms. Sini T S , M.Com.,NET Assistant Professor (on contract) sinisadanandan87@gmail.com	9633887285
3	Ms. Rose Mary Dominic K , M.Phil., M.Com, B.Ed., NET, SET Assistant Professor (on contract) roseshane82@gmail.com	9746119282
DEPARTMENT OF CO-OPERATION		
1	Ms. Soumya Eapen , M.Phil, MBA, M.Com., B.Ed., Diploma and Advanced Diploma in E-Banking Assistant Professor (on contract) eapensoumya88@gmail.com	9497368382
2	Ms.Sani Sneha N M , M.Com., B.Ed., SET Assistant Professor (on contract) sanisnehanm@gmail.com	9745086524
3	Ms. Sreelakshmi Mohanachandran , M.Com. Assistant Professor (on contract) sreelakshmimohanachandran@gmail.com	9037474657
4	Ms. Bindhu P.K. , M.Com, M.Phil., NET Assistant Professor (on contract) bindhudenzal@gmail.com	9995808570
B.VOC COURSES		
1	Sr. Joicy K.G. , M.A, MCJ (Coordinator) srjoicyctc@gmail.com,	9744517584
B.VOC ACCOUNTING & TAXATION accounting.taxation@stxaviersaluva.ac.in		
1	Ms. Jini Rose P. J. , M.Com., UGC NET, (HOD) Assistant Professor (on contract) jinirose1997@gmail.com	7994711498
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3	Ms Chinchu P.C. , M.Com. M.Phil. Assistant Professor (on contract) chinchupc63@gmail.com	9526035363
4	Ms. Aparna Thejas K , M.Com Finance and Taxation, JRF, NET, SET Assistant Professor (on contract) ammuthejask@gmail.com	8330868194

B. VOC SOFTWARE QUALITY ASSURANCE & QUALITY CONTROL

sqa.qc@stxaviersaluva.ac.in

- | | | |
|---|--|------------|
| 1 | Ms. Amruthavarshini R , MCA (HOD)
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| 2 | Ms. Maria Jissmol , MCA
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| 3 | Ms. Tintu Thomas , MCA
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| 4 | Ms. Aleena M. Roy , Integrated MCA
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| 5 | Ms. Fathima Nasrin Integrated MCA
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B.VOC CULINARY ARTS & HOSPITALITY MANAGEMENT

ca.hm@stxaviersaluva.ac.in

- | | | |
|---|--|------------|
| 1 | Ms. Devika S , M.Sc FCS (HOD)
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|---|--|------------|

ADMINISTRATIVE STAFF

1.	Sr. Jiji Joseph (Sr. Mercina),	Junior Superintendent	9539317302
2.	Sr. Nisha Antony (Sr. Dinishya)	Head Accountant	7356645880
3.	Sr. Diogenous J.,	UGC Librarian	8281504927
4.	Ms. Bindu Varghese	UDC (Bill Section)	9447563383
5.	Sr. Jisha Joseph T.	UDC (Fee Section)	9072931025
6.	Sr. Jessy Thomas	LDC	7034856806
7.	Sr. Vincy P.I, (Sr. Vinny)	LDC	9495347923
8.	Sr. Rexy Vaz K.A.	LD Store Keeper	9447217249
9.	Mr. Jomon Thomas	Mechanic	9809660887
10.	Ms. Bellarmin Sonia	Library Assistant	7012950236
11.	Ms. Mary Regal P.J.	Lab Assistant	9995108647
12.	Ms. Alcy P.A.	Library Assistant	9847311634
13.	Ms. Jinimol P.S.	Lab Assistant	9495603251
14.	Sr. Jincy Antony	Lab Assistant	9961108172
15.	Ms. Nimitha O. J.	Lab Assistant	9526706904
16.	Mr. Jerin Sam Jose	Lab Assistant	9567084864
17.	Ms. Bijisha Babu	Lab Assistant	9544594961
18.	Sr. Riya Kunjachan	Lab Assistant	7736606874
19.	Ms. Anupa Alias	Lab Assistant	9947987252
20.	Ms. Mary Dona	Lab Assistant	9497700570
21.	Mr. Jibin Paul	Lab Assistant	9747456896
22.	Ms. Mary Teslin C.D.	LD Computer Asst.	9495484809



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HOLISTIC EDUCATION

DIRECTORY OF STATUTORY BODIES, CELLS, CLUBS, COMMITTEES, AND OFFICE BEARERS

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

The Internal Quality Assurance Cell (IQAC) functions as the College's strategic think tank, dedicated to setting quality benchmarks and fostering enhancement through targeted intervention strategies that address gaps and drive continuous improvement.

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|--|---------------------------------------|
| Chairperson | : Prof. Dr. Milon Franz (Principal) |
| Co-ordinator | : Dr. Ansa Alphonsa Antony |
| Members | : Dr. Sr. Stella K A (Vice Principal) |
| | Dr. Seema K |
| | Dr. Vimala George |
| | Dr. Revathy S |
| | Dr. Bindhu Christopher |
| | Dr. K. Lekha |
| | Dr. Liss Marie Das |
| | Ms. Lidia Durom |
| | Dr. Smrithi S Babu |
| | Rev. Sr. Diogenous (Librarian) |
| | Rev. Sr. Mercina (Superintendent) |
| | Rev. Sr. Charles |
| | (Management Representative) |
| Student Representative | : Ms. Christlean Jose |
| NAAC Steering Committee
Coordinator | : Dr. Vandana Aravindhan |

DEANS

A Dean is an academic officer in a college responsible for managing a specific academic unit, overseeing academic programs, research, student affairs, extension activities, and policy implementation.

Academics	:	Dr. Saumi Mary M
Supported by	:	Dr. Linda Louis Dr. Raji Mohan Dr. Lima Antony Dr. Vandana Aravindan
Research & Innovation	:	Dr. Anu Anto
Student Affairs	:	Dr. Linda Louis
Supported by	:	Dr. Aneymol V.S. Sr. Mary Maglin Alven
Extension	:	Dr. Archana Mohan
Supported by	:	Dr. Maria Paul Dr. K Lekha



FINANCE COMMITTEE

The Finance Committee in an educational institution is vital for managing financial affairs, overseeing budget allocation, expenditure monitoring, and financial planning to ensure stability and support future growth.

Finance officer & Member Secretary:	Sr.Nisha Antony
Accountant	: Sr. Nancy
Faculty Member	: Ms. Lidia Durom



EXAMINATION CELL

The Examination Cell is responsible for managing all aspects of examinations—including planning, scheduling, evaluation, and results processing—to ensure a smooth, transparent, and fair examination process that upholds academic standards.

Controller of Examinations	:	Sr. Stella K A
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- Joint Controllers** : Dr. Sujatha N V
Dr. Linda Louis
Ms. Sruthy Francis M
Dr. Sheeba V Rajan
Dr. Bilu Job
Ms. Sinu
- Chief Superintendent** : Dr. Cicily Pearly Alex
- Additional Chief Superintendent** : Ms. Binu Correya

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ACADEMIC COMMITTEE (MGU-UGP HONOURS)

The Academic Committee is dedicated to effectively administering honours programs for undergraduate students, ensuring alignment with MG University's goals and meeting students' academic needs.

- Nodal Officer/Coordinator** : Dr. Saumi Mary M
- Teachers from different categories** : Dr. Lima Antony
Dr. Vandana Aravindan
Dr. Linda Louis
Dr. Raji Mohan

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AUTONOMY CELL

The Autonomy Cell manages and oversees the academic and administrative freedom granted to the college, ensuring effective implementation of autonomy guidelines that enable curriculum design, examination systems, and internal policies while upholding high academic standards.

- Co-Ordinator** : Dr. Liss Marie Das
- Members** : Dr. Anu Anto
Dr. Saumi Mary M
Dr. Linda Louis
Dr. Archana Mohan

ADMISSION COMMITTEE

The Admission Committee supervises the entire student admission process, ensuring transparency and fairness in selection by managing eligibility criteria, application processing, entrance exams (if applicable), and finalizing enrollment in line with institutional policies.

Coordinator	:	Dr. Sr. Sindhu P.J. (Sr. Sharin)
Members	:	Dr. Resmi Varghese Prof. Dr. Cicily Pearly Alex Sr. Magline Alven Sr. Alphonsa Smitha K. J. Ms. Binu Correya Dr. Anu Anto Dr. Anila N Ms. Sreeja

ADMISSION P.R. COMMITTEE

Coordinator	:	Dr. Newly Joseph
Members	:	Dr. Linda Louis Dr. Surya P Ms. Sonia John Markose Ms. Asmy Antony Dr. Archana Mohan Ms. Renjitha Raghunath Dr. Sr. Elia Raine P.J. Dr. Aneymol V. S.

PUBLIC RELATIONS OFFICER (PRO)

Public Relations Officer (PRO) helps in bringing the news and information of the college to the people.

PROs	:	Dr. Archana Mohan Ms. Renjitha Reghunath Sr. Joicy
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INTERNAL ASSESSMENT

The Internal Assessment mechanism is systematically organized, with timely alerts and examinations scheduled according to the M.G. University Examination Calendar. The process is meticulously managed to ensure accuracy. Internal marks are verified and submitted to the university on schedule.

PG : Dr. Liss Marie Das &
Dr. Archana Mohan

UG & Open Course : Ms. Sheneya Festus &
Dr. Ninu Rose



COLLEGE STUDENT COUNCIL

The Students' Council, led by students with faculty supervision, fosters leadership and community spirit by organizing events and voicing student concerns to administration. Representatives are elected through a presidential election process where class representatives elect the council's office bearers and university union representatives, who together form the student union and select the university union's office bearers.

College Student Council Advisors : Dr. Aneymol V. S
Dr. Helan M
Sr. Mary Maglin Alven
Ms. Bindhu Varghese
Dr. Rakhimol Isaac



NCC

St. Xavier's College for Women hosts an NCC Army Wing unit with 108 cadets, operating under the 7(k) Girls Bn, NCC Thrissur. Cadets receive basic military training in small arms and parades, and participate in various programs including drill, shooting, gliding, flying, boat pulling, sailing, mountaineering, scuba diving, and camp training. Additionally, cadets have opportunities to join youth exchange programs to enhance international understanding.

Associate NCC Officer : Lt. Camilla Diana B.H.

NSS

The National Service Scheme (NSS), a Central Sector Scheme of the Ministry of Youth Affairs & Sports, Government of India, offers students the opportunity to engage in government-led community service activities. The NSS aims to provide students with practical experience in community service. Our college hosts two NSS units, each with a maximum of 100 volunteers, with a service period of two years for each volunteer.

NSS Programme Officers : Dr. Maria Paul

Dr. K Lekha

My Bharath Portal Nodal Officer : Dr. Archana Mohan

ARTS CLUB

Teachers in charge : Dr. Suma K U

Dr. Surya P

Ms. Sneha Sani

Ms. Nimmy Alex

COLLEGE ELECTION

Polling Officers : Dr. Cicily Pearly Alex

Ms. Binu Correya

RESEARCH ADVISORY COUNCIL

Manager : Rev. Sr. Charles CTC

Chairperson : Principal

Dean of Research : Dr. Anu Anto

IQAC Coordinator : Dr. Ansa Alphonsa Antony

Dean of Academics : Dr. Saumi Mary M

Members : Dr. Vimala George

Dr. Raji Mohan

RESEARCH ETHICS COMMITTEE

The Research Ethics Committee ensures that all research activities within the institution adhere to ethical standards, promoting integrity in research practices.

Principal	:	Prof. Dr. Milon Franz
Vice Principal	:	Rev Dr. Sr. Stella K A CTC
Members	:	Dr. Anu Anto Dr. Saumi Mary M Dr. Tinsy Rose Tom Dr. Revathy S

PARENT TEACHER ASSOCIATION (PTA)

The Parent Teacher Association (PTA) is a formal organization that fosters parental involvement to support the institution's academic, non-academic, and infrastructural development, with the Principal as president, a parent-elected vice president, and a teacher as secretary; its Executive Council meets regularly, while annual general body meetings and departmental open houses offer opportunities for feedback, discussion, and timely improvements.

President	:	Prof. Dr. Milon Franz
Vice-President	:	Sri. Antony Kavungal
Secretary	:	Dr. Nisha P
Internal Auditor	:	Dr. Ninu Rose
External Auditor	:	Sr. Vincy Kalathil ODM
Teacher Members	:	Dr. Jaya Kuruvilla Dr. Ninu Rose Dr. Surya P Ms. Sheneya Festus Dr. Bindhu Christopher Ms. Renjitha Reghunath Dr. Aneymol

Parent Members : Smt. Bijila Panissery
Smt. Kshama Sandeep

INTERNAL COMPLAINT COMMITTEE

The Internal Complaints Committee is vested with all the powers necessary to undertake the functions of prohibition, prevention, and redressal of sexual harassment of women in the campus or workplace.

Presiding Officer : Prof. Dr. Cicily Pearly Alex

Internal Members : Dr. Seema K
Ms. Sheneya Festus
Sr. Jiji Joseph CTC
Mr. Jomon Thomas

External Member : Adv. Pushpadas

Student Representatives : Ms. Hasna Shamsu
(III B.Sc Zoology Model 1)
Ms. Anjana Thomas Parakkat
(II M. Com.)
Ms. Donna John
(Research Scholar-English)

GENDER JUSTICE FORUM

The Gender Justice Forum is established to promote awareness of gender equality and address issues like dowry and abuse, aiming to create a healthy environment where gender discrimination is neither tolerated nor fostered in any form.

Manager : Rev. Sr. Charles CTC

Principal : Prof. Dr. Milon Franz

Vice Principal : Rev. Dr. Sr. Stella K A CTC

Coordinators : Dr. Ansa Alphonsa Antony
Dr. Mini VS

STUDENT SERVICE CENTER

The Student Service Center focuses on providing services and support to enhance student success, growth, and development at institutions of higher education.

Director : Dr. Cicily Pearly Alex

Sports Club Coordinators : Dr. Vineetha V.
Ms. Greeshma M. Pai
Ms. Devika S.
Ms. Aparna Thejas K.

Mental Health Club Coordinators : Ms. Sheneya Festus

INSTITUTION'S INNOVATION COUNCIL

The Institution's Innovation Council (IIC) strives to strengthen the campus innovation and start-up ecosystem by fostering critical thinking, design thinking, and an entrepreneurial mindset among students, with a mission to inspire and nurture innovation and entrepreneurship for developing resourceful and committed citizens.

IIC President : Dr. Sr. Stella K A CTC

Institute Innovation Council convener : Dr. Newly Joseph

Idea Club & Innovation Activity Coordinator : Dr. Suma K.U

Start-up Activity Coordinator : Dr. Bindu Christopher

Internship Activity Coordinator : Ms. Asmy Antony

**IPR Activity Coordinator &
IPR Technology & Transfer** : Dr. Seema K

Social Media Coordinator : Ms. V. Sreeja

Incubation club & Centre coordinator : Dr. Sr. Stella K A CTC

Design Thinking & Innovations : Ms. Sini T S

**Entrepreneurship Development
Programme** : Ms. Bilu Job

Pre incubations & Incubation Management : Dr. Maria Paul

KAPILA Coordinator : Dr. Smrithi S Babu

NISP (National Innovation and Study policy) Coordinator

: Ms. Lidia Durom

External Members

: Mr. Shrikumar K. Menon
Ms. Anagha E
Adv. Merin LLB

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IEDC: INNOVATION AND ENTREPRENEURSHIP DEVELOPMENT CELL

The Innovation and Entrepreneurship Development Cell works to instil an entrepreneurial culture among students, equipping them with the skills, techniques, and confidence to lead in entrepreneurship, and conducts programs to develop entrepreneurial qualities and raise awareness of the state’s industrial landscape.

Coordinators

: Ms. Bilu Job,
Dr. Annie Feby
Ms. Renjitha Reghunath
Ms. Amruthavarshini R
Ms. Steffy Pius

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COLLEGE MAGAZINE

The college magazine, an annual publication written and edited by students with teacher guidance, captures the creative aspirations of students and campus events, serves as a platform for alumni engagement, and is presented to major stakeholders of the college.

Chief Editor

: Ms. Sonia John Markose

Members

: Ms. V. Sreeja
Dr. Vineetha V.
Dr. Surya P

Student Editor

: Ashlee M.

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DISCOURSE JOURNAL

Discourse is a peer-reviewed, biannual interdisciplinary journal published by the college since 2013, aimed at disseminating knowledge in science and humanities to the academic community.

Editors : Dr. Jaya Kuruville
Dr. Lima Antony
Dr. Nisha P
Dr. Ninu Rose

XAVERIAN NEWSLETTER

The *Xaverian Newsletter Imprints*, published twice a year, showcases the institution's activities along with the achievements of students and faculty members.

Editor : Dr. Seema K

ADD ON COURSES

The Add-on Courses enables undergraduate students to gain essential job skills through various certificate programs pursued alongside their regular degree programs, allowing them to earn an additional certificate, with each student required to choose at least one course category.

Coordinators : Prof. Dr. Cicily Pearly Alex
Dr. Tinsy Rose Tom

CODE OF CONDUCT MONITORING COMMITTEE

The Code of Conduct Monitoring Committee ensures that students, faculty, and staff adhere to ethical standards and behavioural expectations, promoting a respectful learning environment by addressing code violations and implementing measures to uphold the institution's values.

Chairperson : Prof. Dr. Milon Franz (Principal)

Convenors : Dr. Ansa Alphonsa Antony
(IQAC Coordinator)

: Dr. Sr. Stella CTC (Vice Principal)

Coordinators : Dr. Revathy S
Dr. Lidia Durom

Management Representative : Sr. Nancy CTC (Bursar)

COLLEGE ETHICS COMMITTEE

The Ethics Committee is responsible for advising the College on the development, implementation and review of institutional procedures and guidelines relating to ethical issues arising from teaching, research and other related institutional activities.

Principal : Prof. Dr. Milon Franz

Vice Principal : Dr. Sr. Stella K A CTC

Coordinators : Ms. V Sreeja
Dr. Shereena John

MONITORING CELL

Monitoring cell monitors the academic activities of the institution and is entrusted with the duties of providing guidelines about teaching, learning and assessment. The cell also reviews Code of Conduct of teaching, non-teaching staff and students.

Principal : Prof. Dr. Milon Franz

Vice Principal : Rev. Dr. Sr. Stella K A CTC

Coordinators : Ms. Asmy Antony
Ms. Soumya Eapen

EXTENSION PROGRAMME

The Extension Programme provides students opportunities to engage with local communities, applying their skills to societal needs, while coordinating initiatives across clubs, cells, and departments.

Coordinators : Dr. Bindhu Christopher
Dr. Annie Feby
Dr. Saumi Mary M

CAREER GUIDANCE & PLACEMENT CELL / INTERNSHALA

The Career Guidance and Placement Cell provides students with up-to-date career information, reference materials, and opportunities for seminars, workshops, mock interviews, and placement drives, while

also offering part-time internship opportunities through its registration with Internshala.

- Coordinators** : Dr. Resmi Varghese
Ms. Renjitha Reghunath
Ms. Bindu P K
Ms. Amruthavarshini

MENTORING

Mentoring sessions are conducted efficiently and sincerely, offering students the opportunity to connect closely, share their needs, and address any grievances.

- Coordinators** : Ms. Binu Correya
: Ms. Shyamala N P

COUNSELLING CELL

The Counselling Cell provides professional support to students, offering a confidential space for guidance on personal, academic, and emotional matters to promote their overall well-being and development.

- Coordinators** : Ms. Asmy Antony
External Counsellors : Jeevani Counsellor
Dr. Sr. Ruby CTC
(Prasanthi Counselling Centre)

ANTI RAGGING CELL

The Anti-Ragging Cell was established to educate students about the legal consequences of ragging, encourage reporting of such incidents to the committee, and require all first-year students to sign a declaration ensuring a ragging-free campus.

- Manager** : Rev. Sr. Charles CTC
Principal : Prof. Dr. Milon Franz
Vice Principal : Rev Dr. Sr. Stella K A CTC

ANTI HARASSMENT COMMITTEE

The cell is constituted to sensitize female students and employees about their rights in the campus and ensure legal protection in the case of acts of sexual harrasment in the campus.

Manager	:	Rev. Sr. Charles CTC
Principal	:	Prof. Dr. Milon Franz
Vice Principal	:	Rev Dr. Sr. Stella K A CTC
Coordinators	:	Dr. Vandana Aravindan Ms. Vincy Magdalene

SEXUAL HARASSMENT PREVENTION COMMITTEE

A committee against sexual harassment (CASH) is responsible for investigating complaints of sexual harassment and taking action against offenders. The committee's role is to ensure that the workplace is a safe environment for employees and students, and that they are not subjected to gender-based discrimination.

Coordinators	:	Ms. Nikitha Xavier Ms. Ruby M. Pillai
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STUDENT GRIEVANCE AND REDRESSAL CELL

The function of the cell is to look into the complaints lodged by any student, and judge its merit. Anyone with a genuine grievance may approach the department members in person, or in consultation with the officer in charge Students' Grievance Cell. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/ suggestion box.

Link: <https://stxaviersaluva.ac.in/post-your-grievance/>

Manager	:	Rev. Sr. Charles CTC
Principal	:	Prof. Dr. Milon Franz
Vice Principal	:	Rev Dr. Sr. Stella K A CTC
Members	:	Dr. Lima Antony Dr. Sujatha N V

Dr. Anila N

Dr. Ansa Alphonsa Antony

Ms. Ekta Krishna

GRIEVANCE REDRESSAL CELL FOR TEACHERS

A Grievance Redressal Cell for teachers is usually established in educational institutions to address and resolve complaints or grievances that faculty members may have concerning their working conditions, administrative issues, or other professional concerns.

Educational Councillor : Prof. Dr. Cicily Pearly Alex

Vice Principal : Sr. Stella K A CTC

Coordinators : Dr. Mini V S
Dr. Seema K

SC/ST CELL

SC/ST cell of the college ensures equal opportunities and support to all SC/ST students. The cell helps the students to manage their academic issues effectively and remedial classes are given to the needy students. The cell provides guidance regarding various scholarships of state government and UGC.

Coordinators : Dr. Jaya Kuruvilla

Dr. Seema K

Mr. Jerin Sam Jose

MINORITY CELL

Minority cell of the college was established with the purpose of empowering the minority communities in the college. The College has been very much keen to provide services to the educational and cultural needs of the Minority community along with other caste, creed and Nationality.

Manager : Rev. Sr. Charles CTC

Principal : Prof. Dr. Milon Franz

Vice Principal : Dr. Sr. Stella K A CTC

Coordinators : Ms. Jasmine Gonsalvez
Dr. Tinsy Rose Tom

OTHER BACKWARD CLASS (OBC) CELL

To look into the affairs of Other Backward Class (Backward and Most Backward) students and staff of the institution is constituted and functioning in the campus in accordance with the XI plan guidelines of the University Grants Commission.

Manager : Rev. Sr. Charles CTC

Principal : Prof. Dr. Milon Franz

Vice Principal : Dr. Sr. Stella KA CTC

Coordinators : Ms. Bilu Job
Sr. Elia Raine P J CTU

DIFFERENTLY ABLED CELL

St. Xavier’s College for Women is dedicated to fostering an inclusive educational environment. Through the implementation of an inclusive education framework, the college strives to create a barrier-free and disability-friendly campus. Necessary facilities such as lifts, ramps, tactile paths, and accessible toilets are provided as needed. The Knowledge Resource Centre is equipped with disabled assistive software and other supportive equipment. During examinations, scribes and additional time are offered according to regulations, and wheelchairs are available on campus. Motivational talks and informational sessions about opportunities are organized for students and parents. The committee overseeing these efforts is led by the Principal and Vice Principal.

Coordinator : Dr. Aneymol VS

CLUBS FOR ARTS & CULTURE

The Arts & Culture Clubs offer diverse programs to nurture students’ talents and expand their knowledge across various domains under various clubs.

Coordinators : Dr. Surya P
Dr. Suma K U

DEBATE CLUB

The purpose of the Debate is to improve on the critical thinking of the participants. Debating aims to reflect the mindly health of those involved in the process and hence the arguments should be intellectually refined and far from the base, demeaning and antagonistic qualities that are not reflective of a healthy mind. The Debate Club provides the same.

Coordinators : Ms. Bindhu Varghese
Ms. Nimmy Alex

LITERARY CLUB

The literary club is a haven for writers, readers, and thinkers. It is a place where students are free to think, read, and write about topics of their choice. It is more than just a reading and writing club; it is a club for students who are passionate about literature and want to share their experiences, readings, and thoughts with others who share their passion and talent. It is an excellent platform for both new and experienced writers. The events and efforts for constant exchange of thoughts, ideas, literary knowledge, and works benefit all club members.

Coordinators : Ms. V. Sreeja
Dr. Surya P

MUSIC CLUB

To enhance the musical skill of the members, gave them oppportunity to participate in various competitions, thereby opening up chances

Coordinators : Dr. Mini V. S.
Ms. Sheneya Festus

DANCE CLUB

The dance club provides a platform for developing the dance skill of students and gives exposure to students by enabling them to participate in various dance competitions.

Coordinators : Dr. Saumi Mary M
Ms. Sani Sneha N M

QUIZ CLUB

Quiz Club offers a unique and exciting way to motivate, inspire, encourage and reward students in their quest for knowledge. The main objective of quiz club is to popularize quizzing activities among students and to encourage them to take part in all competitive examinations.

Coordinators : Dr. Sujatha N.V.
Dr. Reshma S

MEDIA CLUB

Media refers to all the means by which communication is possible in society. Media Club is also a very important part of modern education. Media Club provides a plat form for students to enhance their extracurricular activities by enhancing their skills, innovative ideas and new technologies to express their thoughts through various media. The main objective of the Media Club is to evaluate global news and how it affects society.

Coordinators : Sr. Joicy K.G. CTC
Dr. Lima Antony
Ms. Sonia John Markose

COOKERY CLUB

The Cookery club encourages the students to showcase their talents in cooking and give them the opportunity to try new cuisines and interact with experts in this area. Through the activities of the cookery club the participants can develop their teamwork skills, imaginative thinking, and time management skills.

Coordinators : Ms. Sheneya Festus
Ms. Daly Kuriakkose

HEALTH CLUB

The Health club otherwise known as Fitness center is a place that houses exercise equipment for the purpose of physical exercise. Workouts not only contributes to physical fitness but also a healthy, calm and strong mind. It also helps to manage weight, reduce the risk of disease, strengthen bones and muscles and improves your ability to do every day activities.

Coordinators : Prof. Dr. Cicily Pearly Alex
 Ms. Sini T S
 Ms. Steffy Pius



PEACE CLUB

The purpose of peace club is to increase the kindness and respect among the students. Through peace club students learn peace making and positive leadership skills. The members of peace club meet once in a month and organise various programmes to promote peace in the campus and community as a whole. It also aims to recognize the role and strengthen the capacity of students to promote a peaceful environment in colleges and other contexts.

Coordinators : Ms. Lidia Durom
 Ms. Amruthavarshini R



FILM CLUB

Film club was formed with a major vision to inculcate a sense of watching movies rich in artistic value and high takeaways. The aim of the club is to train the students that how to choose the movie and become active viewers of good movies. The club conducts interactive session with prominent persons from film industry and create an awareness about technical & non-technical aspects related to film industry.

Coordinators : Ms. Sruthy Francis
 Dr. Lija Aravind



FINE ARTS CLUB

The club aims to bring out the artistic talents among the students. It motivates the students to improve their extracurricular activities in arts.

Coordinators : Dr. Archana Mohan
 Dr. Lija Aravind



SOCH-VICHAR CLUB

Soch-Vichar Club aims at making the students' Hindi language improve. It also provides a platform to exhibit their talent in reading, writing and speaking in Hindi Language.

Coordinators : Dr. K. Lekha
Dr. Vineetha V

ELECTORAL LITERACY CLUB

Electoral Literacy Club is a platform to engage students through interesting activities and hands-on experience to sensitise them on their electoral rights and familiarise them with the electoral process of registration and voting.

Coordinators : Dr. Vandana Aravindan
Dr. Sr. Sindhu P.J. (Sr. Sharin CTC)

WOMEN CELL

Women Cell aims at making women aware of their rights and duties. It also provides a platform for women to share their experiences/views about gender inequalities, their status in society and suggest ways to empower themselves. The objective of the Women Cell is to intellectually enrich and uplift women students.

Coordinators : Dr. Surya P
Dr. Shereena John

TOURISM CLUB

The Tourism Club of our college is formed with an objective of creating awareness among the students about Tourism activities and to incorporate the student's strength and potential in the development of tourism in our State. The tourism club was founded in our college in 2002 with the help of the District Tourism Promotion Council to raise tourism awareness among the youth and promote Kerala tourism. The college's Tourism Club is well functioning, and the club holds seminars and discussions on the importance of tourism in Kerala.

Coordinators : Ms. Jasmine Gonsalvez
Ms. Sonia John Markose

BHOOMITHRASENA CLUB & ENVIRONMENT CONSERVATION CLUB

To strengthen the environmental commitment of students at college level in the State, Directorate of Environment & Climate Change (DoECC) Thiruvananthapuram has launched the 'Bhoomithra Sena' club in the year 2010. Club organizes Seminars, field visits to local environmentally import sites, Organize awareness camps to propagate waste minimization, personal hygiene habits and sustainable lifestyles, observance of environmentally significant days, Actions based activities like tree plantation, cleanliness drives within and outside the campus. The newly formed Environment Conservation Club also work together with Bhoomithrasena.

Coordinators : Dr. Aneymol V.S.
Dr. Revathy S

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BIO DIVERSITY CLUB

The Biodiversity Club at St. Xavier's College for Women, registered under Kerala's Biodiversity Department, comprises students and faculty from the Botany Department who document plant diversity across various sacred groves in Ernakulam district.

Coordinator : Dr. Nisha P

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URJA KIRAN

URJA KIRAN aims to raise public awareness and empower individuals for effective energy management, promoting energy efficiency, conservation, and the development of sustainable energy sources and innovative technologies to enhance energy production and use.

Coordinator : Dr. Nisha P

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LOTUS NATURE CLUB

Registered under the Encon Club of BPCL, Kochi Refinery, the Lotus Nature Club promotes awareness of human impact on the environment and the need for conservation through nature camps, workshops, seminars, and student competitions.

Coordinator : Dr. Jaya Kuruvilla

ENERGY AND ENVIRONMENT CONSERVATION CLUB (EECC) & INTERNAL ENERGY AUDITING

The EECC raises awareness on energy conservation and efficient use of resources, promotes non-conventional energy sources, and conducts educational programs for students and the public.

Coordinators : Dr. Sr. Elia Raine P.J CTC
Dr. Seenaa G



FOLKLORE CLUB

The Folklore Club introduces students to folk arts and traditions through seminars, exhibitions, and visual displays, fostering knowledge across various fields of folklore.

Coordinators : Dr. Smrithi S Babu
Ms. Suma K U



RED RIBBON CLUB

The Red Ribbon Club, initiated by the Government of India, aims to spread HIV/AIDS awareness, encourage healthy lifestyles, and promote voluntary blood donation among students to support those in need.

Coordinators : Dr. Maria Paul
Dr. K Lekha
Ms. Bijisha Babu



FORESTRY CLUB

To provide students a forum to connect with nature and evolve as responsible stewards of nature.

Coordinators : Dr. Maria Paul
Dr. K Lekha



FORUM FOR DEMOCRACY AND SOCIAL JUSTICE

The Forum provides a platform to promote dialogue on human rights, democracy, the rule of law, and the role of youth in public decision-

KIRF

KIRF serves as a method to ensure and assess the college’s performance across five key parameters: Teaching, Learning and Resources (TLR), Knowledge Dissemination and Research Excellence (KDRE), Graduation Outcome (GO), Outreach and Inclusivity (OI), and Scientific Temper and Secular Outlook (STSO), with the Kerala State Higher Education Council overseeing the annual ranking process.

- Coordinators** : Ms. Asmy Antony K A
 Ms. V. Sreeja
 Dr. Sheeba V Rajan
 Ms. Remya Ann Zacharia
 Ms. Devikrishna K R
 Ms. Aleena M Roy

AISHE

All India Survey on Higher Education (AISHE) is the Ministry of Education-led scheme conducted annually to assess the status of higher education in the country, collecting data on various parameters such as teachers, student enrolment, programmes, examination results, education finance, and infrastructure.

- Nodal Officer** : Dr. Sr. Stella K. A CTC

PRADHAN MANTRI UCHCHATAR SHIKSHA ABHIYAN (PM - USHA)

PM USHA is a Centrally Sponsored Scheme aimed at enhancing access, equity, and excellence in higher education by promoting efficiency, transparency, accountability, and responsiveness within State institutions.

- Coordinators** : Dr. Sr. Stella K.A. CTC
 Dr. Sheeba V Rajan

SCHOLARSHIP / FELLOWSHIPS

The college helps students avail various scholarships and financial assistance programs, enabling meritorious students from reserved categories, weaker sections, and minorities to access better opportunities

UNNAT BHARAT ABHIYAN (UBA) CELL

Unnat Bharat Abhiyan (UBA) Cell, inspired by the vision of transformative rural development through knowledge institutions, aims to build an inclusive India, with the college adopting five panchayats—Kadungallur, Karumallur, Chendamangalam, Malayatur, and Kalady—under this program.

Coordinators : Dr. Archana Mohan
Dr. Sr. Elia Raine P.J. CTC

EK BHARAT SHRESTHA BHARAT CELL (EBSB)

The Ek Bharat Shrestha Bharat Cell fosters interaction and mutual understanding between the people of Kerala and Himachal Pradesh by promoting cultural exchange in language, traditions, music, tourism, cuisine, sports, and best practices through various activities.

Coordinators : Ms. Sruthy Francis M.
Dr. Vineetha V.

HEALTH CLINIC

The Health Clinic, functioning under the Microbiology Department, promotes the health and well-being of students, faculty, and staff by organizing medical camps, vital checkups, and awareness classes.

Faculty in charges : Dr. Aneymol V.S
Ms. Ruby M Pillai

External Consultant : Dr. Sr. Jaya Joseph MBBS,
(PS Mission Hospital, Maradu)

DISCIPLINE COMMITTEE

The Discipline Committee is responsible for enforcing UGC/AICTE regulations to prevent indiscipline on campus and for supervising the Disciplinary Squad's efforts to curb unruly activities within the institution.

Coordinators : Ms. Camilla Diana B.H
Dr. Liss Marie Das
Ms. Ruby M Pillai
Ms. Anupriya K B
Ms. Steffy Pius

UNIVERSITY ACTIVITY MONITORING CELL

The UGC's University Activity Monitoring Portal provides a centralized platform for Higher Education Institutions to upload and manage details of their events and activities, promoting transparency and efficient communication. Institutions access the portal (<https://www.ugc.ac.in/uniportal/>) using their existing UGC login credentials and are encouraged to regularly update their contact information.

Coordinator : Dr. K. Lekha

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UNAI

The United Nations Academic Impact (UNAI) initiative connects higher education institutions with the United Nations in order to support and contribute to the attainment of United Nations goals and mandates such as human rights promotion and protection, access to education, sustainability, and conflict resolution.

Coordinator : Ms. Sonia John Markose

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WEBSITE

Our college website, <https://stxaviersaluva.ac.in>, serves as a dynamic, well-organized platform providing comprehensive information about the college, its students, and faculty, ensuring easy navigation for users.

Coordinators : Ms. Renjitha Reghunath
Ms. Sonia John Markose

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MEDIA CENTRE & SOCIAL MEDIA

The college maintains an active presence on all major social media networks, managed by our social media champion, with links to each platform provided below.

FB handle : @sxcaluva
Twitter handle : @sxcaluva
Insta handle : @st_xaviersaluva/
YouTube : <https://www.youtube.com/c/StXaviersCollegeForWomenAluva>

Co-ordinators : Ms. Sonia John Markose
Ms. Camilla Diana B.H.

OLD STUDENTS ASSOCIATION OF ST. XAVIER'S (OSAX)

Old students Association of St. Xavier's (OSAX) aims to foster connections among alumni, staff, and students, encourage alumni participation in the College's development, and support deserving students through scholarships and financial aid. Established in 1988, OSAX holds an annual alumni meet on the second Saturday of February.

President	:	Prof. Dr. Milon Franz, Principal
Vice President	:	Ms. Shiny Tomy
Secretary	:	Ms. Niju Shoukathali
Joint Secretary	:	Dr. Annie Feby
Treasurer	:	Ms. Bilu Job
Members	:	Dr. Lilly C.O Ms. Vahedha Shamsudeen Ms. Baby Mampilly Ms. Jasmin Akbar

PLANNING COMMITTEE

The Planning Committee consults the Governing Body during the formulation and implementation of the Five-Year Plan, keeping them informed about developments in buildings, landscaping, and maintenance to ensure alignment with the institution's growth objectives.

Manager	:	Rev. Sr. Charles CTC
Principal	:	Prof. Dr. Milon Franz
Vice Principal	:	Dr. Sr. Stella K A CTC
Bursar	:	Sr. Nancy CTC
Faculty Representative	:	Dr. Tincy Rose Tom

FUND MOBILIZATION COMMITTEE

The Fund Mobilization Committee contributes to the development of resource mobilization strategies, capacity-building initiatives, and outreach programs, offering strategic guidance and recommendations to the Governing Body while providing input for the strategic and action plans, without assuming decision-making authority.

Manager	:	Sr. Charles CTC
Principal	:	Prof. Dr. Milon Franz
Vice Principal	:	Sr. Dr. Stella K.A CTC
Bursar	:	Sr. Nancy CTC
Faculty Representative	:	Dr. Sr. Sindhu P.J. CTC (Sr. Sharin)



PURCHASE COMMITTEE

Purchase Committee is a group of designated staff established for independent review and evaluation of purchasing documentation whose primary role is to recommend the most appropriate supplier or service provider based on price, quality, stock availability, references etc.

Principal	:	Prof. Dr. Milon Franz
Vice Principal	:	Dr. Sr. Stella K A CTC
Members	:	Dr. Aneymol V.S. Dr. Sr. Sindhu P.J. CTC (Sr. Sharin) Dr. Mini V S Sr. Jiji Joseph CTC Sr. Nisha Antony CTC



GREEN AND CLEAN CAMPUS COMMITTEE

To ensure the campus is eco-friendly and well-maintained, a Green Campus Committee has been formed to inspect various parts of the college periodically and take necessary measures to promote sustainability and environmental cleanliness.

Members	:	Dr. Anu Anto Ms. Shyamala M.P Ms. Bini Francis Dr. Julie Nadayil
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COLLEGE ANNUAL REPORT COMMITTEE

The college's annual report, consolidated at the end of each academic year which encompasses curricular, co-curricular, and extracurricular

activities, is presented by the principal on College Day, and published in the yearly college magazine.

- Members** : Dr. Mini V S
Ms. Renjitha Reghunath
Ms. Sonia John Markose
Ms. Bindhu Varghese

COLLEGE CALENDAR COMMITTEE

The College Calendar Committee is responsible for preparing a comprehensive document outlining the college's activities, policies, directives, directory, academic and activity calendar, and essential announcements and instructions for students.

- Coordinators** : Dr. Saumi Mary M
Ms. Sreeja V
Dr. Anu Anto
Dr. Ansa Alphonsa Antony

CATECHISM

The catechism purports to enhance the moral and spiritual growth of staff and students through annual special lectures, discussions, seminars, retreats, weekly moral classes and regular catechism sessions, and a weekly prayer meeting organized by 'Jesus Youth.'

- Coordinators** : Sr. Rincy Varghese CTC
Ms. Rosemary Dominic

VALUE EDUCATION

Moral science classes are conducted regularly to instill essential values, enhance self-esteem, and strengthen students' personalities through discussions on topics such as moral values, life goals, and self-sustenance.

- Coordinators** : Ms. Bindhu Varghese
Ms. Ruby M Pillai

XAVIER BOARD OF HIGHER EDUCATION

The college functions as a member of the Xavier Board which aims to empower youth in Transformational Leadership, Academic Excellence, and Human Excellence, promoting Gospel values, excellence, and leadership through higher education in India.

Link: <https://xavierboard.org/>

Manager	:	Rev. Sr. Charles CTC
Principal	:	Prof. Dr. Milon Franz
Vice Principal	:	Rev Dr. Sr. Stella K A CTC
Members		Sr. Alphonsa Smitha K.J. CTC Dr. Sr. Sindhu P.J. CTC (Sr. Sharin) Dr. Sr. Elia Raine P.J. CTC Sr. Mary Maglin Alven CTC

STUDENTS UNIFORM

The students are provided stitched uniforms from College on payment of required fees to maintain uniformity in stitching and finishing.

Coordinators	:	Dr. Suma K.U. Dr. Bindhu Varghese
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STAFF ASSOCIATION

Staff Secretaries represent the teaching staff community and work for the welfare of the teaching staff community.

Staff Secretaries	:	Dr. Nikitha Xavier Dr. Raji Mohan
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NON-TEACHING STAFF (NTS) ASSOCIATION

Non-teaching staff Association offers services that help students in greatly improving their experience at college in general.

NTS Secretaries	:	Mr. Jomon Thomas Ms. Mary Teslin C D
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RETIRED LECTURERS ASSOCIATION OF XAVIER'S COLLEGE (RELAX)

The retiring lecturers of St. Xavier's College for Women, Aluva who had regarded the institution as a 'home away from home' decided that nothing could stop them from being a part of this large family. Thus was born an organization of all those who retired after working together for three or more decades.

Secretary : Dr. Fatima Cross



RETIRED NON-TEACHING ASSOCIATION OF XAVIER'S COLLEGE (RENTAX)

"Retired Non-Teaching Association of Xavier's College" is the association of the retired non-teaching staff. This association always tries to keep up intimate rapport with college and co-operates in all its activities.

Secretary : Mr. P.R. Radhakrishnan





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CODE OF CONDUCT

PRINCIPAL

As the Academic and Administrative Head of the institution, the Principal is entrusted with a myriad of responsibilities, embodying the roles of a patron, custodian, supervisor, administrator, and inspirer. Adhering to the codes of ethics established by the University Grants Commission (UGC), the Ministry of Human Resource Development (MHRD), and the Kerala Service Rules, the Principal must conduct herself with integrity and dedication. She shall:

1. Uphold the ethos of inclusiveness in education, ensuring that every individual within the institution feels valued and supported regardless of their background.
2. Protect the collective interests of all sections of the institution, fostering an environment where every member can contribute freely towards the institution's development.
3. Institute and enforce equal treatment for all stakeholders, eliminating any form of discrimination or disparity within the institution.
4. Uphold the principles of social justice as enshrined in the Indian Constitution, advocating for fairness and equity irrespective of caste, creed, race, sex, or religious identity.
5. Initiate measures to build mutual confidence among all stakeholders, nurturing a culture of collaboration and respect.
6. Promote and maintain academic activities, encouraging both traditional and innovative avenues for academic pursuit.
7. Create a conducive environment for research-oriented academic endeavors, fostering a culture of inquiry and knowledge creation.
8. Uphold and enforce discipline among all stakeholders, maintaining a peaceful and conducive campus environment essential for academic pursuits.
9. Encourage participation in extra-curricular activities, recognizing their role in enhancing holistic development and societal engagement.

By adhering to these principles, the Principal serves as a steward of academic excellence, fostering an environment conducive to learning, growth, and societal impact.

TEACHING FACULTY

Teachers in this institution are bound by the guidelines set forth by the University Grants Commission (UGC) for college educators. Embracing teaching as a profession entails a commitment to uphold the ideals of the profession, ensuring harmony between principles and practice, with national educational ideals serving as guiding principles. The faculty shall abide by the following norms:

1. Prioritize students' interests, offering personalized support and guidance beyond class hours without seeking compensation.
2. Encourage students to express diverse viewpoints, fostering open dialogue and constructive criticism.
3. Ensure all students receive fair treatment irrespective of background, avoiding any biases or discriminatory behaviour.
4. Inspire curiosity and passion for learning, promoting a scientific, democratic, and community-oriented mindset.
5. Commit to continuous professional development by staying updated with recent methodologies and innovations in the field.
6. Engage in research activities to contribute to knowledge advancement, actively participating in seminars and workshops.
7. Contribute to the development of new teaching strategies and curricula to enhance educational quality.
8. Uphold integrity in all professional activities by accurately representing their qualifications, ensuring honesty in research, and fostering trust and respect within the educational community.
9. Refrain from engaging in private tuitions or other activities that may compromise the quality of teaching.
10. Respect confidentiality regarding exam matters, colleagues, and students, unless legally obligated to disclose.
11. Collaborate respectfully with colleagues, sharing responsibilities and assisting as needed.
12. Adhere to rules and regulations set by higher authorities, refraining from politics and politically motivated activities.
13. Adhere to a professional dress code that reflects modesty and that aligns with the norms and values upheld by the institution.
14. Obtain prior permission from the Principal to avail leave by submitting a Leave Application Form in advance of the leave day(s).

NON-TEACHING STAFF

As valued members of St. Xavier's College for Women, Aluva, the support staff play a crucial role in ensuring the smooth functioning of the institution. Upholding professionalism and integrity is essential to maintain the high standards of service and contribute to the college's academic environment.

1. **Adherence to Policies:** Familiarize with and adhere to college policies diligently.
2. **Diligent Performance and Accountability:** Perform assigned duties sincerely and with accountability.
3. **Supportive Student Interaction:** Interact with students in counseling, admissions, and academic settings with a helpful and patient attitude.
4. **Leave Protocol:** Notify the college authority in advance when taking leave, ensuring prompt communication for sudden absences.
5. **Exclusive Engagement:** Refrain from undertaking additional employment or business activities during office hours.
6. **Non-Involvement in Political Activities:** Avoid engaging in political or anti-secular activities that may disrupt college operations.
7. **Respectful Behavior:** Maintain respectful conduct towards colleagues and students, refraining from disrespectful remarks or behavior.
8. **Punctuality:** Ensure punctuality to facilitate the smooth commencement of college activities.
9. **Registers/Equipment Maintenance:** Take responsibility for the proper use and maintenance of college registers, equipment and other important documents.
10. **Confidentiality:** Respect the confidentiality of examination matters and sensitive information pertaining to staff and students.
11. **Honesty and Integrity:** Uphold honesty and integrity in all professional dealings, avoiding falsification of documents.
12. **Professional Focus:** Maintain focus on professional responsibilities during working hours, avoiding engagement in personal matters.
13. **Professional Development:** Continuously engage in learning and skill enhancement to maintain high standards of professional competence.

STUDENTS

As members of the academic community at St. Xavier's College for Women (Autonomous), Aluva, students are expected to uphold the highest standards of behaviour, integrity, and respect for themselves, their peers, and the

institution. The following guidelines outline the expected code of conduct for all students:

Mahatma Gandhi University Students Code of Conduct Rules - 2005, introduced through UO. No. 162/2004/2/Elen dated 16 February 2005, establishes regulations to maintain discipline across all colleges affiliated with the university. Adherence to these rules is mandatory for all students.

- ◆ Students are strictly prohibited from engaging in any form of political activity within the college premises.
- ◆ Organizing or participating in political gatherings or strikes is considered serious indiscipline and will result in disciplinary action.
- ◆ Calling for strikes based on political ideologies is strictly forbidden.
- ◆ Activities such as Dharna, Gherao, or obstructing college operations are considered misconduct and will be treated accordingly.
- ◆ Shouting slogans or disrupting college functions is not permitted.

College: General Rules and Regulations

1. College Policies:

- ❖ Admission decisions by the Management are final and binding.
- ❖ The Principal holds the authority to take disciplinary action, including fines, loss of attendance, suspension, or expulsion with the consultation of management.

2. Disciplinary Rules:

- ❖ Use of drugs, alcohol, or contraband materials will lead to immediate dismissal.
- ❖ Participation in political or communal activities is strictly prohibited.
- ❖ Cooperation from students and parents with college activities is expected.
- ❖ Conducting any activity or function within the college requires prior permission.
- ❖ Using foul language or behaving rudely towards staff or peers will result in expulsion.
- ❖ Students are responsible for reading and adhering to notices displayed on the notice board.
- ❖ Ragging is strictly banned, and any incidents will result in criminal action.
- ❖ Meetings or functions cannot be conducted on campus without prior permission.

3. **Dress Code and Etiquette:**

- ❖ Neat and appropriate attire adhering to approved etiquette is required.
- ❖ College uniform must be worn on all days except Wednesdays.
- ❖ Students must wear college-issued Identity cards at all times and present them for entry to the campus.

4. **Academic Integrity:**

- ❖ Uphold academic honesty by refraining from plagiarism, cheating, or any form of academic dishonesty.
- ❖ Submit original work and give proper credit to sources used in assignments, research, and academic projects.

5. **Respectful Behavior:**

- ❖ Treat fellow students, faculty, staff, and visitors with respect and courtesy, regardless of differences in opinion, background, or identity.
- ❖ Avoid engaging in behavior that is disruptive, disrespectful, or discriminatory towards others.

6. **Responsible Citizenship:**

- ❖ Adhere to all local, state, and federal laws, as well as college policies and regulations.
- ❖ Respect college property and facilities, and contribute to maintaining a clean and safe environment.

7. **Personal Conduct:**

- ❖ Refrain from engaging in any form of harassment, bullying, or intimidation towards others.
- ❖ Demonstrate self-discipline and responsibility in personal behavior, both on and off-campus.

8. **Compliance with Examination Rules:**

- ❖ Adhere to all examination rules and regulations set forth by the college, including guidelines related to seating arrangements, use of electronic devices, and submission procedures.
- ❖ Refrain from any form of malpractice, including copying from others, using unauthorized materials, or seeking external assistance during the examination.
- ❖ Maintain the confidentiality of examination content and avoid any form of communication or collaboration with fellow students once inside the examination hall.

9. Attendance and Participation:

- ❖ Attend classes regularly and punctually, recognizing the importance of academic engagement and participation.
- ❖ Engage actively in academic and extracurricular activities, contributing positively to the college community.
- ❖ Leaving the college premises during class hours is not permitted without valid reasons.

10. Library Rules:

- ❖ Strict silence must be maintained in the library.
- ❖ Only college staff and students have access to the library, with external visitors requiring prior permission.
- ❖ Damaging or defacing library materials will result in fines or replacement costs.

11. Conflict Resolution:

- ❖ Resolve conflicts and disagreements in a constructive and peaceful manner, utilizing available resources such as mediation services or faculty guidance.

12. Social Media and Online Behavior:

- ❖ Use of mobile phones, electronic devices, or gadgets during class hours is prohibited without prior permission.
- ❖ Exercise discretion and responsibility in online interactions, refraining from cyberbullying, harassment, or sharing inappropriate content.
- ❖ Represent oneself and the college community positively on social media platforms and online forums.

Students are urged to comply with these rules and regulations to foster a positive and disciplined academic environment conducive to learning and personal development.



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STUDENT RESOURCES & CAMPUS FACILITIES

LIBRARY

The well-equipped and comprehensive college library operates on an open stack system, utilizing multiple cataloging methods. Cataloging is organized under three categories: Author, Title, and Subject, all integrated with RFID technology. The library's collection encompasses three main categories of books.

1. Reference
2. Periodicals
3. Books for circulation

I. Reference Library

The reference section houses materials such as reference books, rare books, encyclopedias, and yearbooks. Typically, reference books are not available for loan; however, in exceptional cases, they may be lent to teaching staff members for a period of two days with written permission from the Librarian.

II. General Library

1. The library operates from 8:30 a.m. to 4:30 p.m. on all days except Sundays and public holidays.
2. The library follows an open stack system. Books removed from the shelves should be left on the tables for staff to replace. Students should not attempt to reshelve the books themselves.
3. Borrowing limits are as follows: UG students may borrow up to 3 books, PG students up to 5 books, and staff members up to 20 books at a time. Books, excluding novels, may be borrowed and returned on any day of the week, with no restrictions on the frequency.
4. Access to the stack room is permitted only during recess times. Students must use the RFID punching card system to enter the library, which also tracks student attendance.

5. INFLIBNET: The college library is equipped with INFLIBNET, providing access to e-journals, e-books, and other resources that support research activities. The databases can be accessed via the website <http://inlist.inflibnet.ac.in>, and passwords are provided to all students and faculty members.
6. Wi-Fi: The library is equipped with Wi-Fi connectivity, covering an area of 100 meters.
7. Digital Library: The college library features a digital library that stores faculty research theses, undergraduate and postgraduate dissertations, the college newsletter, and previous years' question papers.
8. Undergraduate students can retain a borrowed book for 7 days, while postgraduate students can retain a book for one month from the date of issue. The borrowing period for the same book may be renewed twice, except for books in high demand, which are not eligible for renewal.
9. Books must be returned or renewed by the due date. Failure to do so will result in a fine of Rs. 1 per day for each book.
10. All books must be returned by students and staff at the end of the academic year for stack verification.
11. Books must be handled with care and respect.
12. Loss of books must be compensated by providing new editions of the same book or by paying a compensation amount determined by the Librarian or Principal.
13. Failure to pay library fines or return books by the due date will result in the loss of borrowing privileges until all books are returned and dues are cleared.
14. Transferring or sub-lending books to anyone outside the college is strictly prohibited.
15. Papers and periodicals must not be removed from the reading room or their designated places.
16. Loud reading, talking, mobile phone use, group discussions, and departmental work are strictly prohibited inside the library.
17. Any loss or damage to books must be compensated by the responsible person.
18. Identity card is required for entry into the library. Bags, books, and other articles must be left at the library entrance.

19. Only writing materials (paper and pen) and valuables, such as purses, may be taken inside the library.
20. The Reading and Reference Sections are not to be used as study rooms. If students are found with books from outside the library, these books will be confiscated.
21. Students and staff must verify that the books they borrow are in good condition before they are issued. Any mutilation or defects should be reported to the librarian, who will mark the relevant pages. Upon return, if any pages without this distinguishing mark are found to be damaged, defaced, or scribbled upon, a penalty will be imposed, including the replacement of the books in question.
22. Students are encouraged to use the 'Search Computers' to obtain information on authors, titles, and classification details.

RFID

The ILMS software Maestro Nuvo offers comprehensive features, including full integration with Barcode and RFID technology. It supports book tagging with RFID tags, provides RFID cards for library subscribers, and facilitates book issue and return processes. The system includes self-check-in/check-out kiosks, handheld readers, anti-theft control gates, and live tracking of student and staff visits to the library.

Maestro Nuvo ensures a secure data environment and provides a convenient search facility for subscribers. It supports a multi-user system with customizable privileges and security settings. Each book is equipped with Barcode and RFID tags, enabling content-based searches. The software also offers self-check-in and drop-off facilities, online and multiple search terminals, and easy report generation.

LANGUAGE LAB

This unique setup aims to prepare students to navigate global challenges related to intercultural communication and social differences effectively. The methodology emphasizes interactive self-learning through the use of the latest software and CDs.

COMPUTER CENTRE

The Computer Centre started functioning in 1997. The main objective of the center is to provide opportunities to students, to take up Add on programmes in computer languages. The center is accredited by 'NIOS', New Delhi, to conduct short term and long term courses students at convenient timings.

HEALTH CLUB

Our campus boasts a spacious and well-equipped Health Club featuring modern equipment such as treadmills, ergo cycles, and multi-station training facilities.

CANTEEN

The campus hosts a well-furnished and spacious canteen to meet the students' needs. Meals and refreshments are offered in the canteen at subsidized rates.

HEALTH CLINIC

Our college hosts a health clinic located behind the library. Dr. Sheena Mathew, MBBS and DNB (Senior Sushmitha SD), a family physician and medical officer at the Hemophilia Treatment Center, District Hospital, Aluva, provide medical consultations at the clinic.

AUDIO VISUAL FACILITIES

The college features an audiovisual room, two language labs (both manual and digital), and several seminar halls equipped with modern learning amenities such as overhead projectors (OHP), LCD screens, VCD players, and internet access for ICT enabled learning.

AUDIO VISUAL STUDIO

Our audiovisual studio is a hub for nurturing creativity and excellence among students, providing access to state-of-the-art multimedia resources. Complete with video editing and audio recording facilities, this studio serves as the central hub and recording studio for Xav Radio, Our Campus Radio station, broadcasting weekly.

HOSTEL : RULES AND REGULATIONS

Rules are designed to ensure a safe, respectful, and harmonious living environment for all residents.

COLLEGE CO-OPERATIVE SOCIETY

The Cooperative Store, a vital part of our institution's support system, is committed to offering students convenient access to essential educational resources and other necessary amenities at affordable prices, thereby enriching their academic experience.

- ❖ **Membership Requirement:** To avail of the services of the Cooperative Store, students must become members by paying an admission fee of Rs. 1.

- ❖ **Fair Pricing:** The Cooperative Store endeavors to maintain fair and competitive pricing for all its products, ensuring affordability for students.
- ❖ **Availability of Items:** Textbooks for all courses, notebooks, and stationary items necessary for academic purposes are available at the Cooperative Store.

CONVEYANCE

- ❖ **Availability of Conveyance:** Two College buses are operational to facilitate transportation for students residing in Varapuzha, Paravor, and neighboring areas.
- ❖ **Payment Protocol:** Students availing of the conveyance service are required to remit the bus fee monthly at the office to maintain uninterrupted access to the conveyance service.
- ❖ **Responsibility of Students:** Students utilizing the conveyance service are expected to adhere to designated schedules and conduct themselves appropriately during transit.
- ❖ **Compliance with Regulations:** Students must comply with all regulations and directives provided by the College authorities regarding the usage of the conveyance service.
- ❖ **Communication Channels:** Any concerns or queries regarding the conveyance service should be directed through appropriate communication channels established by the College administration.

OTHER CAMPUS FACILITIES

1. Academic Facilities:

- ❖ Auditorium
- ❖ Audio Visual Room
- ❖ Audio visual studio
- ❖ Well Equipped Labs
- ❖ Language Lab
- ❖ Computer Labs
- ❖ Smart Class Rooms

2. Sports Facilities:

- ❖ Volleyball Court
- ❖ Basketball Court

- ❖ Cricket Net
 - ❖ Kabaddi Court
 - ❖ Badminton Court
- 3. Transportation:**
- ❖ College Bus
 - ❖ Omni Van
 - ❖ Cycling Facility
- 4. Mobility:**
- ❖ Lift Facility
 - ❖ Ramp Facility
 - ❖ Skyway
 - ❖ Tactile Path
- 5. Meeting and Event Spaces:**
- ❖ Seminar Halls
 - ❖ Conference Halls
 - ❖ Waiting Room
 - ❖ Auditorium
- 6. Recreation and Leisure:**
- ❖ College Foyer
 - ❖ Botanical Garden
 - ❖ Recreation Hall
 - ❖ Green Terrain
- 7. Special Facilities:**
- ❖ Prayer Room
 - ❖ Wi-Fi Enabled Campus
- 8. Student Engagement:**
- ❖ Students' Corner
 - ❖ Open Theatre
 - ❖ Skyview and telescope
 - ❖ Ants' Fossilarium



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THE PROHIBITION AND ERADICATION OF RAGGING, 2019

1. SHORT TITLE, EXTENT AND COMMENCEMENT:

- ❖ This Act may be called the Prohibition and Eradication of Ragging Act, 2019.
- ❖ It extends to the whole of India.
- ❖ It shall come into force on such date as the Central Government may, by notification in the Official Gazette, appoint and different dates may be appointed for different provisions of this Act and for different States, and any reference to commencement in any provision of this Act in relation to any State shall be construed as a reference to the commencement of that provision in that State.

2. DEFINITION:

In this Act, unless the context otherwise requires:

- (a) “appropriate Government” means in the case of a State, the Government of that State and in all other cases, the Central Government.
- (b) “Committee” means the anti-ragging committee constituted under section.
- (c) “Educational institution” means any college, institute, university whether established by the Government or by any citizen or body of citizens and whether in receipt of aid from Government or not, recognised by Central or State Government for the award of a certificate, diploma or a degree in any course of study, education or training.
- (d) “freshers” means those students who have taken admission in the first year of under-graduate or post-graduate level in any stream in any educational institution.
- (e) “head of the institution” means the Vice-Chancellor in case of a university or a deemed university and in case of any other institution, the Principal or the Director, as the case may be.

- (f) “prescribed” means prescribed by rules made under this Act
- (g) “seniors” means those students who are not in first year of undergraduate or post-graduate level in any stream in any educational institutions.

3. APPLICATION OF THE ACT

The Act shall apply to all institutions coming within the definition of a University under sub-section (f) of section 2 of the University Grants Commission Act, 1956, and to all institutions deemed to be a university under section 3 of the University Grants Commission Act, 1956, and to all other higher educational institutions, or elements of such universities or institutions, including its departments, constituent units and all the premises, whether being academic, residential, playgrounds, canteen, hostel or other such premises of such universities, deemed universities and higher educational institutions, whether located within the campus or outside, and to all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such universities, deemed universities and higher educational institution.

4. ACTS WHICH CONSTITUTE RAGGING

The ragging shall included following acts :

- (i) any conduct by any student or a group of students whether by words spoken or written or by an act which has the effect of teasing, treating, torturing, or handling with rudeness a fresher or any other student.
- (ii) indulging in rowdy or indisciplinary activities by any student or a group of students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- (iii) asking any student to do any act which such student shall not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- (iv) any act by a Student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- (v) exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of student.
- (vi) any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.

- (vii) any act of physical abuse including sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
- (viii) any act or abuse, by use of spoken words, telephone, short message service (SMS), e-mails, multi-media messaging service, post, public insults, pornographic material, photographs or video clips, etc., to derive perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture or fresher or any other student.
- (ix) any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

5. CONSTITUTION OF ANTI-RAGGING COMMITTEE AND ITS FUNCTIONS:

An Anti-Ragging Committee should be constituted in every educational institution headed by the senior most faculty of the institution.

The Anti-Ragging Committee shall perform the following functions:—

- (a) to receive complaints on ragging and submit a report to the head of the institution.
- (b) to take inputs from various people including staff and freshers on any incident of ragging.
- (c) to conduct necessary awareness programme to enlighten the students regarding the effects of ragging.
- (d) after conducting thorough investigation, action to be taken against the offenders as per the rules prescribed under this Act.

6. PENALTY:

- (1) Any student convicted under this Act shall be debarred from continuing his studies in any educational institutions for a period of three years.
- (2) Whoever contravenes the provisions of this Act shall be punished with fine which shall not be less than rupees twenty-five thousand but which may extend upto rupees one lakh or with rigorous imprisonment for a term which may extend upto three years or, with both.

PREVENTION, PROHIBITION AND REDRESSAL OF SEXUAL HARASSMENT ACT, 2013

ACT NO. 14 OF 2013

An Act to provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.

SHORT TITLE, EXTENT AND COMMENCEMENT.

- (1) This Act may be called the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
- (2) It extends to the whole of India.
- (3) It shall come into force on such date as the Central Government may, by notification in the Official Gazette, appoint.

PREVENTION OF SEXUAL HARASSMENT.

- (1) No woman shall be subjected to sexual harassment at any workplace.
- (2) The following circumstances, among other circumstances, if it occurs, or is present in relation to or connected with any act or behavior of sexual harassment may amount to sexual harassment:— (i) implied or explicit promise of preferential treatment in her employment; or (ii) implied or explicit threat of detrimental treatment in her employment ; or (iii) implied or explicit threat about her present or future employment status; or (iv) interference with her work or creating an intimidating or offensive or hostile work environment for her; or (v) humiliating treatment likely to affect her health or safety.

CONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE.

- (1) Every employer of a workplace shall, by an order in writing, constitute a Committee to be known as the “Internal Complaints Committee”
- (2) The Internal Committees shall consist of the following members to be nominated by the employer, namely: —
 - (a) a Presiding Officer who shall be a woman employed at a senior level at workplace from amongst the employees.
 - (b) not less than two Members from amongst employees preferably committed to the cause of women or who have had experience in social work or have legal knowledge;

- (c) one member from amongst non-governmental organisations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment.

COMPLAINT OF SEXUAL HARASSMENT

- (1) Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the Internal Committee if so constituted, or the Local Committee, in case it is not so constituted, within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident:

Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Committee or the Chairperson or any Member of the Local Committee, as the case may be, shall render all reasonable assistance to the woman for making the complaint in writing:

Provided further that the Internal Committee or, as the case may be, the Local Committee may, for the reasons to be recorded in writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the woman from filing a complaint within the said period.

- (2) Where the aggrieved woman is unable to make a complaint on account of her physical or mental incapacity or death or otherwise, her legal heir or such other person as may be prescribed may make a complaint under this section.

INQUIRY INTO COMPLAINT

- (1) Subject to the provisions of section 10, the Internal Committee or the Local Committee, as the case may be, shall, where the respondent is an employee, proceed to make inquiry into the complaint in accordance with the provisions of the service rules applicable to the respondent and where no such rules exist, in such manner as may be prescribed or in case of a domestic worker, the Local Committee shall, if prima facie case exist, forward the complaint to the police, within a period of seven days for registering the case under section 509 of the Indian Penal Code (45 of 1860), and any other relevant provisions of the said Code where applicable.

INQUIRY REPORT

- (1) On the completion of an inquiry under this Act, the Internal Committee or the Local Committee, as the case may be, shall provide a report of its findings to the employer, or as the case may be, the District Officer within a period of ten days from the date of completion of the inquiry and such report be made available to the concerned parties.

DETERMINATION OF COMPENSATION

For the purpose of determining the sums to be paid to the aggrieved woman under clause (ii) of sub-section (3) of section 13, the Internal Committee or the Local Committee, as the case may be, shall have regard to—

- (a) the mental trauma, pain, suffering and emotional distress caused to the aggrieved woman;
- (b) the loss in the career opportunity due to the incident of sexual harassment;
- (c) medical expenses incurred by the victim for physical or psychiatric treatment;
- (d) the income and financial status of the respondent;
- (e) feasibility of such payment in lump sum or in instalments

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ACTIVITY CALENDAR

DATE	DAY OBSERVANCE/ FESTIVAL/ ACTIVITY	ORGANISING CELL/CLUB/ASSOCIATION
June 1		
June 2		
June 3	BICYCLE DAY	NCC, Women Cell, Bhoomithrasena club
	II, III UG & II PG Classes commences	
June 4	CLOTH COLLECTION DRIVE-RECYCLING & UPCYCLING OF CLOTHES	Bhoomithrasena Club in Association with Plan@earth (NGO) & Depts of Microbiology and Communicative English
June 5	WORLD ENVIRONMENT DAY	NSS, Bhoomitra Sena, Dept of English, NCC, Dept of Malayalam, Dept of Microbiology Botany & Lotus Nature club, Dept. of Chemistry, Dept of Zoology
June 6		
June 7	WORLD FOOD SAFETY DAY	Botany, Bhoomithrasena club
June 8	WORLD OCEAN DAY	Bhoomithrasena club
June 9		
June 10	JOB FAIR	Placement Cell
June 11		
June 12	WORLD DAY AGAINST CHILD LABOUR	NCC
June 13		
June 14	WORLD BLOOD DONOR DAY, HEALTH SENSITIZATION	NSS, NCC, Dept of Microbiology
June 15		

June 16	FATHER'S DAY	NCC
June 17	WORLD DAY TO COMBAT DESERTIFICATION AND DROUGHT	NCC, Bhoomithrasena club
June 18		
June 19	NATIONAL READING DAY Dept of English	NCC, Dept of Malayalam,
June 20		
June 21	INTERNATIONAL YOGA DAY	NSS, NCC, Dept of Microbiology
June 22	ZOOSAX FIESTA - ALUMNAE MEET OF ZOOLOGY DEPARTMENT FROM INCEPTION	Department of Microbiology
June 23		
June 24		
June 25		
June 26	INTERNATIONAL DAY AGAINST DRUG ABUSE & ILLICIT TRAFFICKING	NSS, NCC, ANTINARCOTIC CELL, Dept. of Chemistry
June 27		
June 28		
June 29		
June 30		
July 1	CLOTH COLLECTION DRIVE-RECYCLING & UPCYCLING OF CLOTHES	Bhoomithrasena Club in Association with Plan@earth (NGO) & Depts of Zoology and Commerce (unaided)
July 2	World UFO Day, Convocation-UG	NCC, College Union
July 3	I UG & I PG Classes Commences INTERNATIONAL PLASTIC BAG FREE DAY	NCC, Dept of Microbiology, Bhoomithrasena club
July 4		
July 5		
July 6		
July 7		
July 8		

July 9		
July 10		
July 11		
July 12	HEALTH SENSITISATION	Microbiology
July 13		
July 14		
July 15		
July 16		
July 17	WORLD DAY OF INTERNATIONAL JUSTICE	NCC
July 18		
July 19	POSTER MAKING COMPETITION (SDG 1)	Dept of English
	MATHEMATICS ASSOCIATION INAUGURATION & SR BENCITA ENDOWMENT LECTURE, ALUMNA TALK (SDG-17)	Department of Mathematics
July 20		
July 21		
July 22		
July 23	INTERNATIONAL SEMINAR ON SDGS	Dept of Commerce (aided)
July 24	MALAYALAM - CLASS ON PERSONALITY DEVELOPMENT	Dept. of Malayalam
July 25	LAB VISIT AND SCIENCE EXHIBITION PROGRAMME	Dept. of Chemistry
July 26	KARGIL VIJAY DIVAS	NCC
	SLOGAN WRITING COMPETITION (SDG 2)	
	Malayalam- Programme at Advaitasramam	Dept. of Malayalam
July 27		
July 28	WORLD NATURE CONSERVATION DAY	Botany & Biodiversity club, NCC

	WORLD NATURE CONSERVATION DAY- Beach cleaning	Bhoomithra Sena Club
July 29	SEMINAR-SUSTAINABLE DEVELOPMENT IN CONNECTION WITH NATURE CONSERVATION DAY (SDG-17)	Department of Mathematics
	MALAYALAM- WORLD NATURE Bhoomiyude Avakashikal by Basheer	Dept. of Malayalam
July 30	INTERDEPARTMENTAL CARROMS COMPETITION	Dept of Physical Education
	Malayalam- Ezhuthocha-1	Dept. of Malayalam
July 31	PREMCHAND JAYANTHI	Soch Vichar Club
Aug 1	WORLD WIDE WEB DAY	Dept of Bvoc Software
	INTERDEPARTMENTAL BADMINTION COMPETITION (SINGLES)	Dept of Physical Education
Aug 2	SHORT FILM MAKING COMPETITION "FILM TO LIFE: PREVENTING SUICIDE"	FILM CLUB
	National Chemistry Day	Dept of Chemistry
	INTERDEPARTMENTAL BADMINTION COMPETITION (DOUBLES)	Dept of Physical Education
Aug 3	CLOTH COLLECTION DRIVE-RECYCLING & UPCYCLING OF CLOTHES	Bhoomithrasena Club in Association with Plan@earth (NGO) & Depts of Botany, Commerce (aided) and B.Voc
Aug 4		
Aug 5	INTERDEPARTMENTAL YOGA COMPETITION	Dept of Physical Education
Aug 6	HIROSHIMA DAY	NSS, NCC, Dept of Chemistry
Aug 7	PLACEMENT TRAINING (SDG-17)	Placement Cell
	NATIONAL HANDLOOM DAY	Ek Bharat Sreshta Bharat Club
Aug 8	FRIDAY AS DRY DAY	Bhoomithrasena club & representatives from all Departments

	HIROSHIMA, NAGASAKI DAY- WEBINAR ON "PEACE & INCLUSIVE INDIA"	Human Rights Forum- Dept of Economics
Aug 9	SEMINAR ON CAREER OPPORTUNITIES	Dept. of. Malayalam
	QUIT INDIA MOVEMENT DAY	NCC
	NAGASAKI DAY	NCC
	INTERDEPARTMENTAL TABLE TENNIS COMPETITION	Dept of Physical Education
Aug 10		
Aug 11		
Aug 12	INTERNATIONAL YOUTH DAY- UNLEASH THE DEBATER WITHIN: A GROOMING SESSION	Debate Club
	INTERNATIONAL YOUTH DAY	NSS, BVoc A&T and BVoc CAHM, Bhoomithrasena club
Aug 13	SEMINAR ON VEDIC MATHEMATICS	DEPARTMENT OF MATHEMATICS
	WORLD ORGAN DONATION DAY	NSS
Aug 14		
Aug 15	INDEPENDENCE DAY CLEANING DRIVE (SDG3)	NSS, NCC BVoc A&T and BVoc CAHM
Aug 16	FRIDAY AS DRY DAY	Bhoomithrasena club & St. Anns College Hostel
	INTERDEPARTMENTAL DEBATE COMPETITION	Debate Club
Aug 17		
Aug 18	"EQUALITY IN FOCUS: STUDENTS PRESENTATIONS ON WOMEN'S RIGHTS"	Justice & Legal Awareness Cell - Dept of Economics
Aug 19	WORLD PHOTOGRAPHY DAY, PHOTOGRAPHY COMPETITION	Lotus nature club, BVoc A&T and BVoc CAHM/Dept. of Communicative English
Aug 20		
Aug 21	FILM FESTIVAL "Women in Film"	FILM CLUB
Aug 22	ESSAY WRITING COMPETITION (SDG 4)	

	FOLKLORE CLUB INAUGURATION & A SEMINAR IN CONNECTION WITH FOLKLORE DAY CELEBRATION.	Folklore Club Dept.of Malayalam
Aug 23	ORIENTATION PROGRAM FOR PG STUDENTS	Dept of Microbiology
	NATIONAL SPACE DAY	Dept of Physics
	MALAYALAM ASSOCIATION INAGURATION	Dept. of. Malayalam
	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of English
Aug 24		
Aug 25		
Aug 26		
Aug 27	WORLD ENTREPRENEURS DAY, WORLD SENIOR CITIZEN DAY, FILM FESTIVAL "Women in Film", and CHEMISTRY ASSOCIATION INAUGURATION	Dept.of Chemistry
Aug 28	DEBATE ON GENDER JUSTICE	Gender Justice Forum
Aug 29	NATIONAL SPORTS DAY - QUIZ COMPETETION	BVoc A&T and BVoc CAHM
Aug 30	Friday as Dry day	Bhoomithrasena club & Dept of Communicative English
	Workshop on Acting Methods	Drama Club
Aug 31		
Sept. 1		
Sept. 2	EZHUTHOCHA-2	Dept. of. Malayalam
	XAV VIRTUOSO	Dept. of Communicative English & Dept. of English,
Sept. 3	POFESSIONAL ETHICS PROGRAMME FOR STUDENTS	Code of conduct committee
Sept. 4	CLOTH COLLECTION DRIVE- RECYCLING & UPCYCLING OF CLOTHES	Bhoomithrasena Club in Association with Plan@earth (NGO) & Dept of Maths
Sept. 5	TEACHERS DAY- BEST TEACHER COMPETITION FOR STUDENTS	NCC, Dept of English, BVoc A&T and BVoc CAHM, Electoral Literacy Club, Film Club

Sept. 6	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Malayalam
Sept. 7		
Sept. 8	INTERNATIONAL LITERACY DAY	NSS
Sept. 9	WORKSHOP ON CREATIVE WRITING	Dept. of Malayalam
	INTERDEPARTMENTAL TUG OF WAR COMPETITION, PAYASAM MELA	College Union
Sept. 10	HINDI DAY(Sept 14)	Soch Vichar Club
	KHADI DAY EXHIBITION & SEMINAR - KHADI, THE PRIDE OF INDIA	Dept. of Malayalam
Sept. 11	Onam Vadam Vali	Dept of Physical Education
Sept. 12	PROGRAMMERS DAY	Dept of Bvoc Software
	FLASH MOB	DANCE CLUB
	STUDENTS ONAM CELEBRATION	Students Council
Sept. 13		
Sept. 14		
Sept. 15	INTERNATIONAL DAY OF DEMOCRACY	NCC
Sept. 16	WORLD OZONE DAY	NSS, Bhoomitra Sena, Dept of Chemistry, Dept. of Zoology
Sept. 17		
Sept. 18		
Sept. 19		
Sept. 20		
Sept. 21	THE INTERNATIONAL DAY OF PEACE	Club Commercio - Commerce (Flash Mob)
Sept. 22		
Sept. 23	INTERNATIONAL DAY OF SIGN LANGUAGE	NCC, Welfare cell for PWD
	FORENSIC WEEK CELEBRATION	Dept of Chemistry
Sept. 24	FORENSIC WEEK CELEBRATION	Dept of Chemistry

Sept. 25	FORENSIC WEEK CELEBRATION	Dept of Chemistry
Sept. 26	FORENSIC WEEK CELEBRATION	Dept of Chemistry
Sept. 27	WORLD TOURISM DAY	TOURISM CLUB
	NATURE CAMP	Botany, Biodiversity club, Bhoomithrasena club, NSS
	FORENSIC WEEK CELEBRATION,	Dept of Chemistry,
	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Maths
Sept. 28	WORLD RABIES DAY	NCC
Sept. 29		
Sept. 30	INTERNATIONAL TRANSLATION DAY 2024	Ek Bharat Sreshta Bharat Club
Oct 1	NATIONAL VOLUNTARY BLOOD DONATION DAY	NSS
	WILDLIFE WEEK CELEBRATION	DEPARTMENT OF ZOOLOGY
	BREAST CANCER AWARENESS MONTH, AWARENESS PROGRAMME	Women Cell, BVoc A&T and BVoc CAHM,
	CLOTH COLLECTION DRIVE- RECYCLING & UPCYCLING OF CLOTHES	Bhoomithrasena Club in Association with Plan@earth (NGO) & Dept of Physics
	INTERNATIONAL MUSIC DAY	Music Club
Oct. 2	GANDHI JAYANTHI	NSS, NCC,EECC, DEPT. OF PHYSICS, Bhoomithrasena club, Dept of English
Oct. 3	GANDHI JAYANTHI CELEBRATION	Dept. of Economics
	SEMINAR ON WOMEN AND LAW	Dept. of Malayalam
Oct. 4	FRIDAY AS DRY DAY	Bhoomithrasena club &UG Dept of Chemistry
	WORLD ANIMAL WELFARE DAY	Bhoomithrasena club
Oct. 5	WORLD TEACHERS DAY	NCC
Oct. 6		
Oct. 7	WILDLIFE WEEK CELEBRATION	DEPARTMENT OF ZOOLOGY
Oct. 8	INDIAN AIR FORCE DAY	NCC
Oct. 9	DANCE DUO	DANCE CLUB

Oct. 10	WORLD MENTAL HEALTH DAY	Women Cell, BVoc A&T
Oct. 11	NATIONAL CINEMA DAY	FILM CLUB
	WORLD MIGRATORY BIRD DAY	Bhoomithrasena club
Oct. 12	INTERNATIONAL GIRL CHILD DAY	NCC, Women Cell
Oct. 13	WORLD MIGRATORY BIRD DAY	DEPARTMENT OF ZOOLOGY
Oct. 14	INTERNATIONAL E-WASTE DAY	Dept of Bvoc Software
	INTERNATIONAL DAY FOR DISASTER REDUCTION (OCT 13)	NSS, Bhoomithrasena club
Oct. 15	ASSOCIATION INAUGURATION	Dept of Microbiology
	GLOBAL HANDWASH DAY	NCC
Oct. 16	SEMINAR ON RESEARCH METHODOLOGY	Dept of Malayalam
	WORLD FOOD DAY	NSS, NCC, BVoc CAHM
Oct. 17	THE INTERNATIONAL DAY FOR THE ERADICATION OF POVERTY	NSS
	THE INTERNATIONAL DAY FOR THE ERADICATION OF POVERTY, MSGR. AUGUSTINE MAVELI MEMORIAL ALL KERALA VOLLEYBALL TOURNAMENT 2024	Dept of Physical Education
Oct. 18	FRIDAY AS DRY DAY	Bhoomithrasena club & IPG of Chemistry
Oct. 19		
Oct. 20		
Oct. 21	BACK TO THE FUTURE DAY	Dept of Bvoc Software
	WORLD TELEVISION DAY	Dept. of Communicative English & Media Club
Oct. 22		
Oct. 23		
Oct. 24	UNITED NATIONS DAY	NSS, DEPARTMENT OF MATHEMATICS
Oct. 25	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Physics
	EZHUTHOCHA-3	Dept. of Malayalam
Oct. 26		
Oct. 27		

Oct. 28		
Oct. 29		
Oct. 30	NATIONAL UNITY DAY (Oct 31)	NSS
Oct. 31		
Nov. 1	KERALA PIRAVI	NSS, Dept Of Malayalam
	Friday as Dry day	Bhoomithrasena club & Dept of Botany
Nov. 2		
Nov. 3		
Nov. 4	CLOTH COLLECTION DRIVE-RECYCLING & UPCYCLING OF CLOTHES	Bhoomithrasena Club in Association with Plan@earth (NGO) & Dept of Botany
Nov. 5	WORLD TSUNAMI DAY	NCC
Nov. 6	NATIONAL LADIES LEARNING CODE DAY	Dept of Bvoc Software
Nov. 7	WORKSHOP ON DANCE	DANCE CLUB
	NATIONAL CANCER AWARENESS DAY	NSS, NCC
Nov. 8	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Malayalam
	ANNUAL SPORTS DAY	Dept of Physical Education
Nov. 9		
Nov. 10		
Nov. 11	NATIONAL EDUCATION DAY	Department of commerce(R)
	UBA DAY	Unnat Bharat Abhiyan
	LAW LITERACY WEEK (Nov11-Nov 16)	NSS
Nov. 12	DIWALI	NCC
Nov. 13		
Nov. 14	WORLD DIABETES DAY	NSS, BVoc CAHM, DEPARTMENT OF ZOOLOGY
Nov. 15	Friday as Dry day	Bhoomithrasena club & Dept of Commerce (aided)
Nov. 16	NATIONAL PRESS DAY	MEDIA CLUB & COMMUNICATIVE ENGLISH

Nov. 17		
Nov. 18		
Nov. 19		
Nov. 20	UNIVERSAL CHILDRENS DAY	NCC
Nov. 21	WORKSHOP ON SHORT FILM MAKING	Film Club
	NATIONAL SEMINAR	Dept. of Malayalam
Nov. 22	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Commerce (Taxation-unaided)
Nov. 23		
Nov. 24		
Nov. 25	INTERNATIONAL DAY FOR THE ELIMINATION OF VIOLENCE AGAINST WOMEN	NCC, Women Cell
Nov. 26	CONSTITUTION DAY	NSS
Nov. 27	WORLD TOURISM DAY	NSS/TOURISM CLUB, Dept of Botany
Nov. 28	PROFESSIONAL ETHICS PROGRAMME FOR TEACHERS	Code of conduct committee- Bhoomithrasena club & Dept of Commerce (CA - unaided)
Nov. 29	Friday as Dry day	
	ELECTRONIC GREETINGS DAY	Dept of Bvoc Software
Nov. 30		
Dec 1	WORLD AIDS DAY	NCC, NSS, Women Cell
Dec. 2	WORLD COMPUTER LITERACY DAY, COMPUTER SECURITY DAY (Nov 30)	Dept of BVoc Software, NSS
	CLOTH COLLECTION DRIVE-RECYCLING & UPCYCLING OF CLOTHES	Bhoomithrasena Club in Association with Plan@earth (NGO) & Dept of English
	WORKSHOP IN COLLABORATION WITH INTERNATIONAL CENTRE FOR GANDHIAN THOUGHTS	Department of Malayalam
	WORLD POLLUTION PREVENTION DAY	Botany, Lotus nature club, Bhoomithrasena club, NSS
	Essay Writing - WORLD POLLUTION PREVENTION DAY	Dept.of Chemistry (SDG 15)

Dec. 3	WORLD DISABILITY DAY	Welfare cell for PWD
	XAVERIAN DAY	Students Council
	BHOPAL DISASTER DAY	Dept.of Chemistry, NSS
Dec. 4	INTERNATIONAL COOKIE DAY	Cookery club
Dec. 5	PAZHANJOL PERUMA' - A Program	Conducted by Folklore Club FOLKLORE CLUB
Dec. 6	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Commerce (Cooperation- unaided)
	WORKSHOP ACTING METHODS	Drama Club
Dec. 7		
Dec. 8		
Dec. 9	PLACEMENT DRIVE	PLACEMENT CELL
Dec. 10	EZHUTHOCHA-4	Department of Malayalam
	NATIONAL APP DAY (Dec 11)	IPR Cell & IIC
	HUMAN RIGHTS DAY	Dept of Economics, NSS, DEPARTMENT OF ZOOLOGY
Dec. 11	NATIONAL APP DAY	Dept of Bvoc Software
Dec. 12	PLACEMENT DRIVE, TRAINING SESSION	PLACEMENT CELL, SC/ST cell
Dec. 13	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Zoology
	NATIONAL MATHEMATICS DAY(Dec 22) (SDG-17)	Dept of Mathematics
Dec. 14	NATIONAL ENERGY CONSERVATION DAY	EECC, Dept of Chemistry, Bhoomithrasena club
Dec. 15		
Dec. 16	VIJAY DIWAS	NCC
Dec. 17		
Dec. 18		
Dec. 19		
Dec. 20	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Microbiology

	CHRISTMAS CELEBRATION - STUDENTS	Students Council
Dec. 21		
Dec. 22		
Dec. 23		
Dec. 24		
Dec. 25		
Dec. 26		
Dec. 27		
Dec. 28		
Dec. 29	INTERNATIOINAL DAY FOR BIOLOGICAL DIVERSITY	Botany, Bhoomithrasena club
Dec. 30		
Dec. 31		
Jan. 1		
Jan. 2	CLOTH COLLECTION DRIVE- RECYCLING & UPCYCLING OF CLOTHES	Bhoomithrasena Club in Association with Plan@earth (NGO) & Dept of Malayalam
Jan. 3	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Zoology
	SKIL DEVELOPMENT PROGRAMME	Dept. of. Malayalam
Jan. 4	WORLD BRAILLE DAY	Welfare cell for PWD
Jan. 5		
Jan. 6	GLOBAL FAMILY DAY (Jan 1)	NSS
	HACCP	Dept. of Microbiology
Jan. 7	EZHUTHOCHA-5	Dept. of Malayalam
	AUDITION FOR BEST DANCER COMPETITION	DANCE CLUB
Jan. 8	PLACEMENT DRIVE	PLACEMENT CELL
Jan. 9	PROFESSIONAL ETHICS PROGRAMME FOR ADMINISTRATIVE STAFF	Code of conduct committee
Jan. 10	WORLD HINDI DAY	Soch Vichar Club

	BEST DANCER FINALE	DANCE CLUB
	NATIONAL YOUTH DAY (Jan12,	NSS
	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Economics
Jan. 11	ROAD SAFETY AWARENESS WEEK	NSS
Jan. 12		
Jan. 13	GYANONSTAV- ACADEMIC FEST & LIBRARY WEEK	IQAC & Library Committee
Jan. 14	GYANONSTAV- ACADEMIC FEST & LIBRARY WEEK	IQAC & Library Committee
	CELEBRATION OF LOHRI FESTIVAL WITH ST BEDES COLLEGE, HIMACHACHAL PRADESH EK BHARAT SRESHTA BHARAT CLUB	
Jan. 15	GYANONSTAV- ACADEMIC FEST & LIBRARY WEEK	IQAC & Library Committee
Jan. 16	GYANONSTAV- ACADEMIC FEST & LIBRARY WEEK	IQAC & Library Committee
Jan. 17	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Bvoc (A&T)
	PLACEMENT DRIVE	PLACEMENT CELL
	GYANONSTAV- ACADEMIC FEST & LIBRARY WEEK	IQAC & Library Committee
Jan. 18		
Jan. 19		
Jan. 20	TALK ON GENDER JUSTICS	Gender Justice Forum
Jan. 21		
Jan. 22		
Jan. 23	SVEEP- AWARENESS CAMPAIGN	Electoral Literacy Club
Jan. 24	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Bvoc (SQ , CH)
	NATIONAL GIRL CHILD DAY	NCC,Women Cell
Jan. 25		
Jan. 26	REPUBLIC DAY	NCC, NSS
Jan. 27		

Jan. 28	DATA PRIVACY DAY	Dept of Bvoc Software
Jan. 29		
Jan. 30	MARTYR'S DAY	NCC, Dept of Economics
Jan. 31 Depts Physics	FRIDAY AS DRY DAY	Bhoomithrasena club & of Chemistry &
Feb. 1		
Feb. 2	WORLD WETLANDS DAY	Bhoomitra Sena, Dept of Botany, Dept of Zoology
Feb. 3	CLOTH COLLECTION DRIVE- RECYCLING & UPCYCLING OF CLOTHES	Bhoomithrasena Club in Association with Plan@earth (NGO) & Dept of Chemistry
Feb. 4	WORLD CANCER DAY	NCC
Feb. 5		
Feb. 6	INTERNATIONAL DAY OF ZERO TOLERANCE FOR FEMALE GENITAL MUTILATION	NCC, Women Cell
Feb. 7	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Botany
	E-DAY	Dept of Bvoc Software
Feb. 8	SAFER INTERNET DAY	Department of Commerce(R), NCC
Feb. 9		
Feb. 10		
Feb. 11	INTERNATIONAL DAY OF WOMEN & GIRLS IN SCIENCE, RECOGNITION OF ROLE MODELS	Department of Chemistry, Dept of Zoology
Feb. 12		
Feb. 13	WORLD RADIO DAY	Communicative English & Media Club
Feb. 14	EZHUTHOCHA-6	Dept. of Malayalam
	CAMPUS BIRD COUNT	Dept. Zoology
	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Zoology
Feb. 15	CAMPUS BIRD COUNT	Dept of Zoology
Feb. 16	CAMPUS BIRD COUNT	Dept of Zoology

Feb. 17	CAMPUS BIRD COUNT	Dept of Zoology
Feb. 18	MAHA SHIVARATHRI MANAPURAM CLEANING	NCC
Feb. 19	TERE MERE BEECH MEIN	Dance Club
Feb. 20	WORLD DAY OF SOCIAL JUSTICE	NCC, ANTIRAGGING CELL
Feb. 21	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Microbiology
	INTERNATIONAL MOTHER LANGUAGE DAY	Ek Bharat Sreshta Bharat Club
Feb. 22		
Feb. 23		
Feb. 24		
Feb. 25	WORLD MOTHER TONGUE DAY	Dept Of Malayalam
Feb. 26		
Feb. 27		
Feb. 28	NATIONAL SCIENCE DAY	Dept. of Physics
	NATIONAL SCIENCE DAY - EXHIBITION	Dept of Chemistry
	FRIDAY AS DRY DAY	Bhoomithrasena club & Dept of Zoology
Feb. 29		
March 1	ZERO DISCRIMINATION DAY	NCC, Women Cell
March 2		
March 3	WORLD WILD LIFE DAY	Bhoomithrasena club
March 4		
March 5	"KADAMKADHA COMPETITION"	Conducted by Folklore Club FOLKLORE CLUB
March 6		
March 7		
March 8	INTERNATIONAL WOMENS DAY	NSS, NCC, Women Cell
March 9		
March 10	WOMEN'S DAY – STREET PLAY BASED ON WOMEN ISSUES	Dept. of Malayalam

March 11		
March 12		
March 13	DANCE WITH YOUR TEACHER	DANCE CLUB
	INTERNATIONAL DAY OF ACTION FOR RIVERS	Bhoomithrasena club
March 15		
March 16	BUTTERFLY WEEK	Dept. of Zoology
March 17	BUTTERFLY WEEK	Dept. of Zoology
March 18	BUTTERFLY WEEK	Dept. of Zoology
March 19		
March 20		
March 21	WORLD POETRY DAY	Dept of English
	WORLD FORESTRY DAY	Biodiversity and nature club
March 22	WORLD WATER DAY	Botany, Bhoomihtrasena club
	WORLD WATER DAY-POSTER PRESENTATION COMPETITION	Dept. of Chemistry
March 23		
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April 22	WORLD EARTH DAY, BHOPAL DISASTER DAY	Bhoomithrasena club
April 23	WORLD BOOK AND COPY RIGHT DAY	IPR Cell & IIC
April 24		
April 25	WORLD MALARIA DAY	NCC, Bhoomithrasena club
April 26	WORLD INTELLECTUAL PROPERTY DAY	IPR Cell & IIC, Dept. of Zoology
April 27		
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May 5	WORLD HAND HYGIENE DAY	NCC

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May 11	ENDEMIC BIRD DAY	Dept. of Zoology
	MOTHERS DAY	NCC
May 12	NURSES DAY	NCC
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May 30		
May 31	World No Tobacco Day	Bhoomithrasena club

**16****RELAX**

English	Phone
1 Prof. Rebecca Grace Thomas (Late)	
2 Ms. Saroja Appukuttan (Late)	
3 Ms. Annie Varghese (Late)	
4 Ms.Gowrikutty P	4842624666
5 Ms. Cicily Grey (Late)	
6 Rev. Sr. Delannie (Late)	
7 Ms. Tessy Joseph (Late)	
8 Ms. Jayalakshmi TC	9446577674
9 Ms. K.M. Mary	9995980025
10 Dr. Molly Joseph	9495915563
11 Rev.Dr. Sr. K.T.Mary (Sr.Gracious)	8281276881
12 Rev. Sr.Percy	9747186720
13 Dr Mary Fatima Cross	9847226281
14 Ms. Lincy Joseph	9495059960
Malayalam	
1 Prof. P.K. Kunjikirishna Menon (Late)	
2 Prof. P.T. Simon (Late)	
3 Ms. T.K.Umadevi	8606093380
4 Ms. Saraswathi M.N (Late)	
5 Dr. C Shanthakumari	9495362735
6 Dr. K. Rathi Menon	9633385977
7 Dr. Sr. Una	
8 Dr. M P Vijayalakshmi	9495954540
9 Dr Lilly George	9895074925
10 Ms. C.D. Mary Juliet (Late)	
11 Dr. Sr. Geege Joanamma Xavier (Sr.Shalini)	9746481823

Sanskrit		
1	Ms. Ambujakshy. P	9447577652
Hindi		
1	Dr. Sheelamma N.P.	
2	Ms. Gomathy Ammal	9495928383
3	Ms. P.K.Mary	8086874529
4	Dr. Shila Papoo	8129560005
5	Dr.Bridget Joseph K	9895994303
Mathematics		
1	Rev. Sr. Redempta (Late)	
2	Rev. Sr. Bencita (Late)	
3	Ms. C. Sumangala Devi	94477 85214
4	Ms. Rita Mary Thomas (Late)	
5	Ms. K. Omana	8075306175
6	Ms. C.R. Savithri	9400532812
7	Rev. Sr.Michaelina (Sr. Mary M. J)	9496790678
8	Rev. Dr. Sr. Benedicta Mary A	8891885240
Statistics		
1	Ms. P Leela	9388039576
Physics		
1	Rev. Sr. Infanta	
2	Ms. N. Madhavikutty (Late)	
3	Ms. Treasa Joseph (Late)	
4	Ms. Philomina Sosa	9745016766
5	Ms. V. C. Annamma	9495093490
6	Ms. Lizamma Paul	9895223433
7	Ms. Emili E.A.	9446217832
8	Ms. T P Sara	9447818442
9	Dr. Nirmala Paul	9447446057
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12	Prof. Dr. Sheena Xavier	8606815587
13	Ms. Leena Deenja N G	9446330463
14	Dr. Joissy Mathew	9947137771

Chemistry		
1	Ms. Aley Joseph (Late)	
2	Ms. N Maya Devi	9020474709
3	Ms. B. Anila (Late)	
4	Ms. Vijayalekshmi Amma S	9249581506
5	Ms. Kalyani Ammal.L. K.	9400428699
6	Rev. Sr. P.J. Leena (Sr Clodit)	9605792337
7	Ms. Laila Joseph	9387691258
8	Rev. Sr. C.J.Mitty	9495217923
9	Ms. Parvathy T P	9995948970
10	Ms. Beena Varghese	9446215131
Botany		
1	Prof. Alayse Mathew (Late)	
2	Ms. Thressia S. D.	9895393088
3	Ms. Annamma John	9400503919
4	Mrs Margaret Alexis (Maggie)	9946359216, 9446128205
5	Ms. Treasa K. C (Valsal)	9847639991
6	Rev. Sr. K.J. Mary (Sr. Charles)	9947099409
7	Rev. Sr. M.J. Mary (Sr.Della)	8137026403
Zoology		
1	Prof. Prabhakaran Pillai	
2	Ms. Santha Sebastian	9341716964
3	Rev. Sr. Tresa Margret (Late)	
4	Ms. Vimala Cross	98472 72113
5	Ms. Merita Paul	95671 62890
6	Rev. Sr. Spechiosa	99473 57406
7	Dr. Euphrasia Thomas	9287592082
8	Rev. Dr. Sr. K.A. Karmaly (Sr. Rexia)	92492 88939
Economics		
1	Ms. Esther Mary Francis	8547346594
2	Ms. Rebecca Mathen (Late)	
3	Ms. K B Thankam	9446384885
4	Rev.Sr. Electa	
5	Rev. Sr.Reethamma	8547428840

Political Science		
1	Ms. Indu Panikkar	9388608572
History		
1	Ms. Marie A. Moraise	Late
2	Ms. Phelixa C. P.	“ 9074917013
3	Rev. Sr. Silvinia	
Commerce		
1	Prof. Dr. P.K. Somashekharan	6282190095
2	Ms. Mary Mildred KX (Mildred)	9495915351
3	Ms. Mary Joan George	9447010185
4	Ms. Patricia Janet Christo	9388638933
5	Dr Sybila Pius Fernandez	9895291107
6	Dr. P. Vimala	
7	Ms. Rani K A	8078157814
8	Ms. Mary Varghese P	9446472782
9	Dr. Raji Joseph	9847418029
10	Dr. Mercy Varghese	9446687945
Physical Education		
1	Ms. Shobha. K	9387953415
2	Dr. Tony Daniel (Late)	

NOTES



PRAYER

Almighty and Eternal God,
I adore thee most profoundly.
I am about to begin my classes today and
I beseech Thee, enlighten my mind,
strengthen my will and inflame my heart
so that I may know and understand truth.

Help me to be true to my country
and to my Alma Mater.

Bless me to imitate the virtues
and good qualities of St. Francis Xavier,
the Heavenly Patron of our College.

Let my soul be inspired by the life example of
the Servant of God Mother Eliswa.