

## **COMMITTEES & MEMBERS 2021-'22.**

No.	Name of Committee	Members	Chairman & Vice Chairman	Adviser	Duties & Responsibilities
01.	Examination	Dr. Viswanath K Kaimal Mr. Nithin K S Mr. Prasanth K Baby Ms. Neethu Balachandran Mr. Jestine J Thannickal Mr. Salish P Louis Mr. Joy E T	Dr. Viswanath K Kaimal (C) Mr. Nithin K S (C) Mr. Prasanth K Baby (VC)	Dr. V D John	Conduct of Series Test, Semester Exams, Modalities for conduct of Semester Registration, Liaison with KTU, Collaboration with Govt. Dept. to conduct Tests.
02.	Inspection (AICTE, KTU)	Dr. Ravishankar A N Mr. Reynold Jose Ms. Neethu Balachandran Mr. Agnel John K J Dr. Jino John Dr. Sijo M T Mr. Dony Dominic Mr. Antony T Jose Ms. Ranjisha Shibu Ms. Bindu Rajan Mr. Salish P Louis Mr. Sharon P B	Dr. Ravishankar A N(C) Mr. Reynold Jose (C) Ms. Neethu Balachandran(VC)	Dr. M.Nandakumar	Provide guidelines to faculty to prepare documents to submit for KTU audit, Prepare documents and submit to AICTE and KTU for Extension of approval. 360 degree feedback implementation, Printing of Course files etc.
03	IQAC (Dept. Representatives)	Dr. Sreedevi A Mr. Agnel John K J Dr. Viswanath K Kaimal Ms. Vinitha Sharon Mr. Jinu K T Mr. Prasanth K Baby	Dr. Sreedevi A Mr. Agnel John K J	Dr. V D John	Ensure the uniformity in the various forms prepared also ensure quality in the various programs organized in the institution level.
04.	Arts Fest	Mr. Prabhasankar V P Ms. Catherine J Nereveetil Mr. Jackwin Vincent Ms. Reena C G Ms. Bhagyasree P V Ms. Seena M S Mr. Antony P T	Mr. Prabhasankar V P(C) Ms. Catherine J Nereveetil(C) Mr. Jackwin Vincent (VC)	Mr. Hingston Xavier	Conduct Arts Fest, Prepare and send Students to University level competitions.

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05.	Sports	Mr. Prasanth K Baby Ms. Neethu K Mr. Paul J Alengadan Mr. Vishnu P M Ms. Riya Joseph Ms. Ranjisha Shibu Mr. Aswin T A	Mr. Prasanth K Baby Ms. Neethu K	Mr. Girisankar T R	Conduct Games and Sports competitions, Arrange coaching and send students to University level competitions.
06.	Placement & Abroad studies	Mr. Roshan David Mr. Hingston Xavier Mr. Watson Thomas Ms. Catherine J Nereveetil Mr. Sanjesh K S Ms. Angitha Sasidaran Mr. Antony T Jose Ms. Emilin Thomas K Ms. Finny Francis	Mr. Roshan David (C) Mr. Hingston Xavier (C) Mr. Watson Thomas (VC) Ms. Catherine J Nereveetil(VC)	Dr. Sajeev John	Liaison with potential organizations, Prepare students to face interviews, arrange placement drives. Give information on how to procure Passport, Assist students to apply for passports also help the students to apply for abroad studies
07.	I .E.D. C.	Mr. Rahul Manohar O Dr. Sreedevi A Mr. Nithin K S Dr. Arun Augustin Dr. Nandini J Warriier Mr. Jestine J Thannickal Mr. Aswin T A	Mr. Rahul Manohar O Dr. Sreedevi A	Dr. Sampath Kumar V	Select students with entrepreneurial skills, arrange invited talks and workshops.
08.	e-Doc & ID Card	Mr. Antony T Jose Ms. Magniya Davis Mr. Jeswin K V Mr. Salish P Louis		Dr. Remya K Sasi Bro. Milner	Design and develop e-platform for the college. Collect details of students, Arrange photo sessions and prepare ID cards and distribute.
09.	Time Table	Ms. Iris Jose Ms. Neethu K Ms. Vinitha Sharon Ms. Sreelekha T Mr. Alex Jose Mr. Jackwin Vincent	Ms. Iris Jose Ms. Neethu K	Dr. V D John	Prepare regular and special Time table for this academic year.
10.	Activity Points	Mr. Sreejith T V Ms. Riya Joseph Mr. Alex Jose		Ms. Anjaly Anto	Evaluate the activity points and make arrangements with Exam Cell to provide the same to KTU.

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		Mr. Agnel John K J Ms. Jasmine Jolly			
11.	N.S.S. Cell	Mr. Prabhasankar V P Ms. Magniya Davis Mr. Girisankar T R Ms. Famy Francis Ms. Seena M S Mr. Aneesh K U	Mr. Prabhasankar V P Ms. Magniya Davis	Mr. Nithin K S	Select apt candidates to constitute the NSS cell and conduct regular activities and special activities as stipulated by the Technical Cell.
12.	Transportation	Mr. Alex Jose Ms. Needhu Varghese Ms. Catherine J Nereveetil Mr. Watson Thomas Ms. Keerthana Nirmal Ms. Finy Thomas Mr. Bijoy M R	Mr. Alex Jose Ms. Needhu Varghese	Dr. V D John	Fix the routes and fare in consultation with managements, Fix timing for pick up, Arrange collection of fare through office.
13.	Mentoring	Ms. Reena C G Dr. Krishnapriya M G Ms. Catherine J Nerevettil Dr. Remya K Sasi Ms. Anjaly Anto Dr. Viswanath K Kaimal	Ms. Reena C G Dr. Krishnapriya M G	Prof. Premakumar N R	Allocate mentees to mentors, Periodically evaluate progress individually, intervene in contingencies, convene meetings to discuss new modalities.
14.	Website/whatsapp/ FB	Dept. of Computer Science	Ms. Jasmine Jolly Ms. Bhagyasree P V	Dr. Remya K Sasi Bro. Milner	Design, Develop, Manage and maintain Web site. Manage Whatsapp & FB.
15.	Project Club	Dr. Arun Augustin Ms. Needhu Varghese Dr. Sampath Kumar V Mr. Sunil Paul Mr. Nikhil Samuel Ms. Midhun M S Ms. Seena M S Mr. Joy E T	Dr. Arun Augustin (C ) Ms. Needhu Varghese (VC) Dr. Sampath Kumar V (VC)	Mr. Sreejith T V	Assist students to design and develop projects.
16.	Uniform	Mr. Alex Jose Ms. Famy Francis Mr. Jeswin K V	Mr. Alex Jose Ms. Famy Francis	Dr. V.D. John	Collect fees, arrange measurement sessions, distribute stitched uniforms.

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		Ms. Keerthana Nirmal Ms. Nithya Varghese			
17.	Industrial Visit	Dept. HoDs		Dr. Sajeew John	Plan and arrange visits in consultation with Principal.
18.	Dept. Associations	Mr. Paul J Alengadan Ms. Emilin Thomas K Mr. Agnel John K J Ms. Raisa Varghese Mr. Midhun M S		Dr. Sajeew John	Identify Association Secretary, give guidelines to conduct activities.
19.	Freshers' Day	Mr. Jestine J Thannickal Ms. Magniya Davis Mr. Vishnu P M Ms. Neethu Balachandran Mr. Jackwin Vincent Ms. Della Reasa Valiavetttil Mr. Antony P T	Mr. Jestine J Thannickal (C) Ms. Magniya Davis (C) Mr. Vishnu P M (VC)	Mr. Dony Dominic	Identify Student Champions to conduct the programme and dictate terms to conduct the same.
20.	Staff Welfare	Mr. Nithin K S Ms. Bhagyasree P V Mr. Roshan David Dr. Sampath Kumar V Ms. Neethu K Mr. Midhum M S Ms. Ranjisha Shibu Mr. Aswin T A Mr. Jose Baby K Mr. Jeswin K V	Mr. Nithin K S Ms. Bhagyasree P V	Dr. V D John	Convene periodic meetings, collect the membership fees, Arrange gifts on special occasions.
21.	Debate Club & Quiz Committee	Mr. Watson Thomas Dr. Nandini J warrier Ms. Vinitha Sharon Mr. Roshan David Mr. Girisankar T R Mr. Jinu K T Mr. Aswin T A	Mr. Watson Thomas (C) Dr. Nandini J warrier (C) Ms. Vinitha Sharon (VC) Mr. Roshan David (VC)	Prof. Premakumar N R	Constitute a debate club, Conduct periodical debates & competitions. Organise internal and external Quiz programmes
22.	Christmas Celebrations	Mr. Jinu K T Ms. Teena Johnson Mr. Benny K K	Mr. Jinu K T (C) Ms. Teena Johnson (C) Mr. Benny K K (VC)	Mr. Jackwin Vincent	Decorate campus, conduct gift exchange programme, organize celebrations for staff and give

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		Mr. Roshan David Mr. Bijoy M R Mr. Antony P T			guidelines to students to organize celebrations.
23.	Onam Celebrations	Ms. Sreelekha T Mr. Vishnu P M Dr. Remya K Sasi Mr. Sreejith T V Mr. Aneesh K U Mr. Geo Paul Mr. Salish P Louis	Ms. Sreelekha T Mr. Vishnu P M	Mr. Paul J Alengadan	Conduct pookalam competition, design and conduct appropriate events, provide guidelines to students to organize celebrations.
24.	Charity & Socially committed activities, Value Additions	Mr. Sreejith T V Dr. Krishnapriya M G Mr. Benny K K Ms. Prijimol V B Dr. Nandini J warrier Mr. Antony P T Mr. Aneesh K U	Mr. Sreejith T V(C ) Dr. Krishnapriya M G (C ) Mr. Benny K K (VC )	Dr. Sajeev John	Conduct socially committed/Charity programs and value added sessions to impart moral values in students community.
25.	Research wing	Dr. Remya K Sasi Dr. Ravishankar A N Dr. Jino John Dr. Sreedevi A Dr. Arun Augustin Dr. Krishnapriya M G Mr. Sunil Paul Mr. Rahul Manohar O	Dr. Remya K Sasi(C) Dr. Ravishankar A N(C) Dr. Jino John (VC)	Dr. Sampath Kumar V	Organize workshops to motivate research works, Provide a platform for research activities.
26.	News Reports to Media	Mr. Hingston Xavier Mr. Paul J Alengadan Ms. Teena Johnson Ms. Needhu Varghese Ms. Bindu Rajan Mr. Bijoy M R	Mr. Hingston Xavier Mr. Paul J Alengadan	Dr. V D John	Liaison with media personnel, prepare news reports from the campus, collect and preserve clippings of news.
27.	Preparation of video tutorials.	Mr. Nikhil Samuel Mr. Rahul Manohar O Dr. Krishnapriya M G Mr. Reynold Jose Mr. Nithin K S	Mr. Nikhil Samuel Mr. Rahul Manohar O	Mr. Paul J Alengadan	Prepare Academic Videos and upload in Youtube channels and in different online platforms for the benefit of students community.

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		Ms. Iris Jose			
28	College Band	Mr. Sanjesh K S Ms. Raisa Varghese Mr. Rajiv T R	Mr. Sanjesh K S Ms. Raisa Varghese	Ms. Anjaly Anto	Identify potential candidates, set up college band, provide guidelines, organize presentations.
29	Institution Promotion, Publicity & Preparatory work Committee	Mr. Girisankar T R Ms. Raisa Varghese Mr. Prabhasankar V P Mr. Joy E T	Mr. Girisankar T R Ms. Raisa Varghese	Mr. Sreejith T V	Prepare and disseminate information to stakeholders abt regular & special programs through visual media. Making and publishing posters, preparatory works in campus, photography of events, providing publicity in and out campus
30.	Literature Club & Magazine Committee	Mr. Dony Dominic Ms. Sreelekha T Dr. Remya K. Sasi Ms. Reena C G Dr. Jino John Mr. Jose Baby K	Mr. Dony Dominic Ms. Sreelekha T	Mr. Nikhil Samuel	Collect materials, select original works, print and release magazine.
31.	N.B.A	Dr. Viswanath K Kaimal Dr. Jino John Dr. Ravishankar A N Ms. Jasmine Jolly Ms. Manju I Kollanur Ms. Finy Thomas	Dr. Viswanath K Kaimal Dr. Jino John	Dr. V.D. John	Give instructions to faculty to prepare essential documents, conduct awareness programmes, collect necessary documents.
32.	Ramzan Celebration	Mr. Geo Paul Ms. Keerthana Nirmal		Dr. Sijo M T	Conduct religious programmes.
33.	Women Empowerment	Ms. Della reasa Vailaveertil Ms. Prijimol V B Ms. Seena M S Ms. Ranjisha Shibu Ms. Fini Thomas	Ms. Della reasa Vailaveertil(C) Ms. Prijimol V B(C) Ms. Seena M S (VC)	Dr. Remya K. Sasi	Constitute a women empowerment committee including student volunteers, chalk out programmes to empower women.
34.	Bridge Course.	Ms. Emilin Thomas K Mr. Midhun M S Mr. Jackwin Vincent Dr. Sreedevi A Ms. Magniya Davis	Ms. Emilin Thomas K(C) Mr. Midhun M S (C) Mr. Jackwin Vincent (VC)	Ms. Sreelekha T	Prepare a detailed time table for the programme, identify classrooms, arrange internal and external faculty.

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		Ms. Manju I Kollanur Mr. Joy E T			
35.	Admission	Mr.Sanjesh K S Ms.Anjaly Anto Mr. Sreejith T V Ms. Della Reasa Valiavettill Ms. Manju I Kollannur Ms. Emilin Thomas K Ms. Bhagyasree P V Ms. Raisa Varghese Mr. Prabhasankar V P Ms. Vinitha sharon Ms. Finny Francis Ms. Keerthana Nirmal	Mr.Sanjesh K S Ms. Anjaly Anto	Dr. Sajeev John	
36.	Gate	Mr. Jinu K T Ms. Manju I Kollanur Mr. Jestine J Thannickal Mr. Prasanth K Baby Ms. Prijimol V B Mr. Dony Dominic	Mr. Jinu K T (C ) Ms. Manju I Kollanur (VC) Mr. Jestine J Thannickal (VC)	Dr. Krishnapriya M G	Arrange Gate coaching classes to aspiring candidates and provide guidelines to appear for GATE exams.
37.	Initiation Ceremony	Dr. Arun Augustin Ms. Famy Francis Ms. Sreelekha T Mr. Iris Jose Mr. Benny K K Mr. Bejoy Jose	Dr. Arun Augustin Ms. Famy Francis	Mr. Girisankar T R	Fix date and time, Invite guests & resource persons, Intimate parents, arrange refreshments and conduct programme.
38.	Canteen Committee	Mr. Dony Dominic Ms. Teena Johnson Mr. Aneesh K U Mr. Geo Paul	Mr. Dony Dominic Ms. Teena Johnson	Dr. Viswanath K Kaimal	Check the quality of foods, Redress the grievances related to food.
39.	Union Election	Mr. Hingston Xavier Dr. Nandini J warrier Mr. Rajiv T R Mr. Benny K K Ms. Angitha Sasidharan	Mr. Hingston Xavier Dr. Nandini J warrier	Dr. V.D. john	Publish notifications, receive nominations, publish list of candidates, conduct election, conduct oath taking programme.

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		Dr. Sijo M. T.			
40.	Academic Committee	I Year Dr. Sijo M.T. II Year Ms. Anjaly Anto III Year Mr. Paul J. Alengadan IV Year Mr. Rajiv T R		Dr. Sajeev John	
41.	Cleanliness Committee	Ms.Nithya Varghese Ms.Jini Joseph Ms.Mini Joffy Ms.Mamta Bishnu Ms.Hebitha Vipin	Ms. Nithya Varghese Ms. Jini Joseph	Mr. Bijoy M R	Maintain a clean and healthy campus.
42.	Alumni	Mr. Rajiv T R Ms. Riya Joseph Mr. Sanjesh K S Ms. Anjaly Anto Mr. Antony T Jose	Mr. Rajiv T R Ms. Riya Joseph	Dr. Sijo M T	Maintain a complete database of pass out students, maintain contact with alumni, plan and organize annual alumni meet.
43.	Documentation	Ms. Iris Jose Ms. Angitha Sasidharan Ms. Needhu Varghese Mr. Reynold Jose Ms. Famy Francis	Ms. Iris Jose Ms.Angitha Sasidaran	Dr. Krishnapriya M G	Collect programme sheet of each and every programmes of the departments and college, prepare a report of the programmes, collect soft copies of the photographs.
44.	Driving	Mr. Geo Paul Mr. Jeswin K V Ms. Jasmine Jolly Mr. Bijoy M R		Mr. Sanjesh K S	Give information to procure driving license, arrange training programmes.
45.	Industry Institute Interaction (III)	Mr. Sunil Paul Mr. Nikhil Samuel Mr. Rahul Manohar O Dr. Ravisanker A N Mr. Midhun M S Mr. Bejoy Jose	Mr. Sunil Paul Mr. Nikhil Samuel	Dr. Sampath Kumar V	Constitute I I I cell (consisting of industry representatives), convene periodical meeting, Arrange invited talks, MoU initiatives.
46	Farewell Program	Mr. Girisankar T R Ms. Angitha sasidaran Ms. Della reasa Vailaveertil Mr. Nikhil Samuel Ms. Neethu K	Mr. Girisankar T R (C ) Ms. Angitha sasidaran (C ) Ms. Della reasa Vailaveertil(VC)	Dr. Arun Augustin	Arrange convocation program for pass out students.



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		Mr. Vishnu P M Ms. Teena Johnson Mr. Sharon P B			
47	Holistic Growth Committee	Ms. Reena C G Ms. Prijimol V B Ms. Neethu Balachandran Ms. Riya Joseph Ms. Bindu Rajan Mr. Watson Thomas Mr. Hingston Xavier Mr. Bejoy Jose	Ms. Reena C G(C) Ms. Prijimol V B (C) Ms. Neethu Balachandran(VC)	Dr. Sijo M T	Conduct training sessions on cookery, Conduct a food mela on a special occasion. Identify potential candidates for anchoring, Conduct training sessions. Arrange beautician course etc. for overall growth of a student.
48.	Campus Green Committee	Mr. Reynold Jose Ms. Bindu Rajan Ms. Nithya Varghese	Mr. Reynold Jose Ms. Bindu Rajan	Prof. Premakumar N R	To constitute a brigade of selected student volunteers who have genuine interest in environmental initiatives. To steer the brigade in taking initiatives to protect existing vegetation, setting up high tech vegetable gardens and innovative green projects.

*Principal*