

DETAILS OF STATUTORY/REGULATORY COMMITTEES

2022 -2023

(NOTIFIED IN INSTITUTIONAL WEBSITE (www.sdck.in))

1. Student Grievance Redressal Committee

Ms. Imme Maria Thomas, Dept of Economics	Chair person
Mr Michael Thomas, Dept of Botany	Member
Mr Tojo Thomas, Administrative staff	Member
Alan Cyriac, II M.Sc. Botany	Member
Aparna P.J., III B.Sc. Botany	Member
Union Chairman	Ex-officio member
Union General Secretary	Ex-officio member

2. Anti- Ragging Committee

Dr Seemon Thomas, Principal	Chairman
Dr Jaimol James, Department of Economics	Convener
Mr Rony K. Baby, Dept of Political Science	Member
Rev. Dr Abhilash Dominic, Dept. of Malayalam	Member
Ms Renu Mathew, Dept of B.Voc	Member
Rev. Sr Ranitta FCC, Hostel Warden	Member
Rev. Dr Manoj Joseph, Bursar	Member
Circle Inspector of Police, Kanjirapally	Member
Mr Binu Thomas, Administrative Staff Representative	Member
Student Representative of Fresher's category	Member
Student Representative of Senior's category	Member

3. Ethics Committee

Dr Seemon Thomas, Principal	Chairman
Ms Jisha Jacob, Staff Council Secretary	Convener
Ms Juno Jose , Women Empowerment Cell	Member
Dr Jinu Elizabeth Sebastian, NSS Program Officer	Member
Rev. Dr. Manoj Joseph , Bursar	Member
PTA Vice President	Member
College Union Chairman,	Member
College Union Vice Chairman	Member

4. Internal Complaints Committee

Dr Seemon Thomas, Principal	Chairman
Dr Renjini Joseph, Dept of Chemistry	Convener
Ms Anu Joy, Dept of Mathematics	Member
Ms Soumya Maria, Dept of Economics	Member
Ms Jyolsna Abraham, Dept of Chemistry	Member
Ms Manjusha S.G., Department of Commerce (SF)	Member
Ms Jesna Jose, Junior Superintendent	Member
Rev. Sr Ranitta FCC, Warden, Pavanamatha Women's Hostel	Member
Rev. Fr Roy Mathew Vadakkal, Secretary, We Care Centre, Kanjirapally	Member

5. Gender Justice Forum

Ms Jisha Jacob, Staff Council Secretary	Chair person
Mr Rony K. Baby, Dept of Political Science	Member
Ms Dona Maria Saju , Dept of English	Member
Mr Mijo K. Joseph, Administrative Staff Representative	Member
Ms Shoneymol P. Thomas, Administrative Staff Representative	Member

6. SC/ST Monitoring Committee

Dr Seemon Thomas, Principal	Chairman
Dr Sallykutty Thomas, Dept of Botany	Secretary
President, Parathode Grama Panchayath	Member
Ms Dona Maria Saju, Dept of English	Member
Rev. Sr Rony K.C, Administrative Staff Representative	Member

(EXTRACTS FROM COLLEGE HANDBOOK)

STUDENT GRIEVANCE REDRESSAL COMMITTEE

It is constituted as per MG University Student's Code of Conduct Rules - 2005. The Committee consists of three teachers nominated by the college council of whom one shall be a lady teacher. The students can submit their grievances in writing to the principal. The cell will meet as and when it is required and take suitable measures for the grievances addressed to it.

- Chair person : Ms. Imme Maria Thomas
- Members : Mr Michael Thomas
Mr Tojo Thomas
Alan Cyriac *II M.Sc. Botany*
Aparna P.J. *III B.Sc. Botany*
Union Chairman (Ex-officio member)
Union General Secretary (Ex-officio member)

ETHICS COMMITTEE

As per G.O. No. 1102/05 dated 24.06.2005, a committee with the following members is formed to ensure ethics in the use of IT resources and conduct of cultural activities.

- Chairman : Principal
- Members : PTA Vice President
Ms Jisha Jacob (Council Secretary- Convener)
Ms Juno Jose (Women Empowerment Cell)
Dr Jinu Elizabeth Sebastian (NSS Program Officer)
Rev. Dr. Manoj Joseph (Bursar)
College Union Chairman,
College Union Vice Chairman

ADMISSION COMMITTEE

It is constituted as per letter No. 4860/AcA1/2022/MGU dated 10.05.2022

- Chairman : Principal
- Nodal Officer & Secretary : Mr Praveen Thariyan
- Members : Mr Abyson Kurian (Commerce)
Dr Sallykutty Thomas (Science)
Rev. Dr. Manoj Joseph (Arts & Humanities)
Ms Shoneymol P Thomas



DISCIPLINE COMMITTEE

The committee is formed with the following views:

- To create awareness against and to prevent any ill incidents taking place in the campus
- To ensure the prevalence of a healthy environment by regulating discipline among the students.
- To take cognizance of any indisciplinary and unruly behaviour of students both in the College and in the Hostel by inflicting penalties commensurate with the acts of misdemeanour by the students.

Chairman	: Principal
Members	: Mr Praveen Thariyan (Convener)
	Mr Bino P. Jose
	Mr Anoop Tom Thomas
	Mr Michael Thomas (PTA Representative)
	Ms Rekha Jose
	Ms Lekha Francis
	Mr Nelson Kuriakose
	Rev. Dr Manoj Joseph (Bursar)
	Ms Manjusha S.G.

ANTI-RAGGING COMMITTEE

The University Grants Commission framed “UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009” that should be mandatorily followed by all universities and colleges. A nationwide anti-ragging toll-free helpline **1800-180-5522** in 12 languages has been established which can be accessed by students in distress due to ragging. The Anti-ragging committee of the college shall make surprise raids in the hostel and other hotspots and is empowered to inspect places of potential ragging. It shall take appropriate actions including suitable punishments to those who are found guilty. Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following: (a) Suspension from attending classes and academic privileges. (b) Withholding/withdrawing scholarship/fellowship and other benefits. (c) Debarring from



appearing in any test/examination or other evaluation process. (d) Withholding results. (e) Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc. (f) Suspension/expulsion from the hostel (g) Cancellation of admission (h) Rustication from the institution for periods ranging from 1 to 4 semesters (i) Expulsion from the institution and consequent debarring from admission to any other institution for a specified period (j) Fine ranging between Rupees 25,000/- and Rupees 2,50,000/- (k) Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

Chairman	: Principal
Members	: Dr Jaimol James (Convener)
	Mr Rony K. Baby
	Rev. Dr Abhilash Dominic
	Ms Renu Mathew
	Rev. Sr Ranitta FCC (Hostel Warden)
	Rev. Dr Manoj Joseph (Bursar)
	Circle Inspector of Police, Kanjirappally,
	Mr Binu Thomas (Administrative Staff Representative)
	Student Representative of fresher's category
	Student Representative of senior's category

INTERNAL COMPLAINTS COMMITTEE

The committee is constituted in view of UGC letter No.F-91-3/2014(GS) dated 06.06.2017 and in accordance with the provisions of the Sexual Harassment of Women Employees and Students in Higher Educational Institutions (Prevention, Prohibition and Redress) Act 2013. Any woman, (employee or student) of the college can approach the committee if she has any grievance of harassment of the nature stipulated in the Act. Any woman can submit their grievances in written form to the members of the committee. The cell functions with the following objectives:

- To prevent gender based violence and sexual harassment by promoting gender amity amongst all.
- To conduct gender sensitization programs and awareness lectures/workshops for students and staff on different aspects of gender amity.



- To make recommendations to the Principal for changes/elaborations in the existing gender sensitive practices.
- To recommend appropriate punitive action against the guilty party to the Principal.

Chairman : Principal

Members : Dr Renjini Joseph (Convener)

Ms Anu Joy

Ms Soumya Maria

Ms Jyolsna Abraham

Ms Manjusha S.G.

Ms Jesna Jose

Rev. Sr Ranitta FCC, Warden, Pavanamatha Women's Hostel

Rev. Fr Roy Mathew Vadakkal, Secretary, We Care Centre, Kanjirapally

GENDER JUSTICE FORUM

It is constituted as per G.O.(Ord.) No.973/2021/H.Edn. dated 29.07.2021.

Chairperson : Ms Jisha Jacob

Members : Mr Rony K. Baby

Ms Dona Maria Saju

Mr Mijo K. Joseph

Ms Shoneymol P. Thomas

EQUAL OPPORTUNITY CELL

The cell is constituted as per UGC letter D.O. No. F.6-1/2018 (SCT) dated 2nd September 2020 for taking care of day to day needs of disadvantaged groups as well as for the implementation of policies and programs for them. The cell looks at concerns and solutions for effective inclusive education practices. In case of any grievance by students with disability it can be addressed to this cell.

Chairman : Principal

Members : Ms Joicey Jose (Coordinator)

Mr Aby Johnny

Parents' Representatives of disadvantaged groups.

SC/ST MONITORING CELL

The cell is constituted as per MGU letter No. 2634/SCST CELL dated 12.04.22

The cell functions with the following objectives:



- To guide the students who belong to the weaker section to avail all permissible scholarships and financial assistance and other facilities and privileges.
- To ensure equity and equal opportunity to the community at large in the college and bring about social inclusion.
- To create a socially congenial atmosphere for academic interaction and for the growth of healthy interpersonal relationship among the students coming from various social backgrounds.
- To help individuals or a group of students belonging to the disadvantaged section of the society to contain the problems related to discrimination.
- To organize periodic meetings to monitor the progress of different schemes

Chairman : Principal

Members : President, Parathode Grama Panchayath
: Dr Sallykutty Thomas (Secretary)
Ms Dona Maria Saju
: Rev. Sr Rony K.C.

PLANNING COMMITTEE

It is constituted to make suggestions regarding introduction of new programs, improvement of infrastructure facilities, effective use of existing facilities and measures to assure stakeholders the accountability of the institution for its own quality and probity.

Chairman : Principal

Convener : Rev. Dr Manoj Joseph (Bursar)

Members : Ms Jisha Jacob (Council Secretary)

Mr Anoop Tom Thomas

Mr Prathish Abraham (IQAC Coordinator)

Mr Francis Thomas

Dr R.B. Smitha

VALUE EDUCATION CELL

The college always strives to form a community that is intellectually mature, morally upright, emotionally stable, spiritually inspired and socially committed. Value education classes are conducted on every Wednesdays. It also organizes retreats, seminars and orientation programs both for the students and the staff.

Coordinators : Mr Bino P. Jose & Rev. Dr Abhilash Dominic

