

# **Criterion 6**

## Governance, Leadership and Management

**6.2 Strategy Development and Deployment** 

6.2.2: The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

**Submitted to National Assessment and Accreditation Council (NAAC)** 

P.O.Mathil, Payyanur, Kannur Dist-670307, Tel: 04985 281500 Email: gurudevcollege@gmail.com www.gurudevcollege.org

## **APPOINTMENT POLICIES**

## <u>OF</u>

## **GURUDEV ARTS AND SCIENCE COLLEGE, MATHIL**

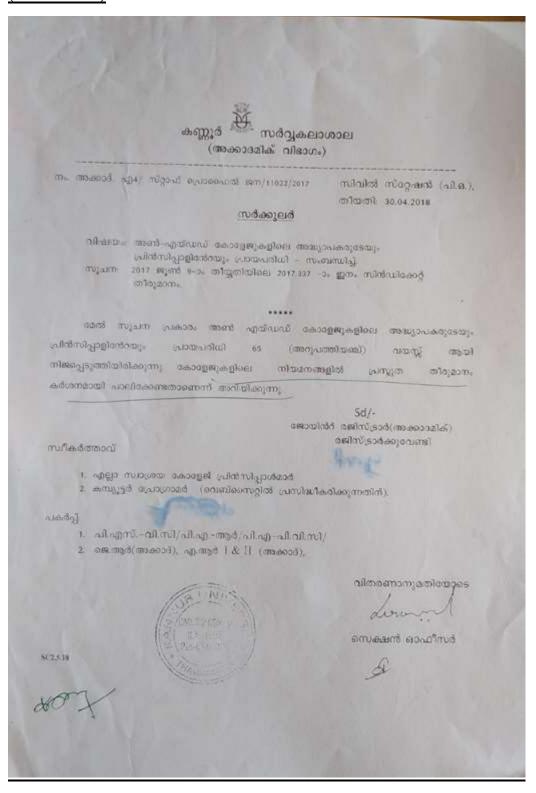
The Recruitment Procedure of the College is as per the Kannur University norms.

The institute attracts a good number of applications for the recruitments.

The procedure is as follows:

- Submission of staff requirements by HODs to the Principal.
- Advertising the staff requirements in major Newspapers.
- Shortlisting of the applications received.
- Calling the meritorious candidates for interview.
- Demo class with candidates to assess their potential and skills.
- Selection based on the performance of the candidate.
- Issue of appointment orders from the authority.

# KANNUR UNIVERSITY CIRCULAR - AGE LIMIT OF APPOINTING PRINCIPAL AND TEACHING FACULTIES IN SELF FINANCING COLLEGE. (30/04/2018)



## KANNUR UNIVERSITY CIRCULAR - AGE LIMIT OF APPOINTING PRINCIPAL AND TEACHING FACULTIES IN SELF FINANCING COLLEGE. (30/04/2018)- COPY TO ENGLISH

## KANNUR UNIVERSITY (CIRCULAR)

(Academic Section)

No: Academic A4/Staff Profile Jan/11022/2017 Civil Station (PO)

Date: 30/04/2018

#### CIRCULAR

Sub: Regarding age limit in un-aided college for principal and teachers.

Ref: Syndicate Decision dated June 09/2017-2017-337

As per reference, the age limit of unaided college teachers and principal is limited to 65 yrs. The appointment in colleges should be strictly under this criterion.

Joint Registrar (Academic)

For Registrar

To

- 1. All self-financing college principals
- 2. Computer programmer (for publishing in website)

#### Copy

- 1. PS-VC/PA-RPA-PVC/
- 2. JR(Academic) AR I & II (Academic)

SC 2-5-2018 For Circulation

Section Officer

## APPOINTMENT ORDERS ISSUED TO STAFF.

## THE SYRO-MALANKARA CATHOLIC CHURCH EPARCHY OF BATHERY

Dr. Joseph Mar Thomas Bishop of Bathery



Catholic Bishop's House Sulthan Bathery- 673 592

#### **Permanent Appointment**

Bathery 25-07-2014

Dear Priyesh K,

Department, under the Corporate Educational Agency, Catholic Diocese of Bathery at Gurudev Arts and Science College, Mathil with effect from 01-08-2014. I am happy to record that you were in the teaching faculty of the management with effect from 01-06-2011. I believe that your academic and non-academic capabilities will enhance the academic excellence of the institution and the standard of the students in the coming years.



Yours sincerely in Christ

+ Man Romas +Dr. Joseph Mar Thomas

Manager



Dharmapitam,Catholic Bishop's House, Sulthan Bathery P.O, 673 592, Wayanad Dt, Kerala, INDIA

Tel: +91 4936 220 207 (O), Fax: +91 4936 221 287, Celi: 9447 053 175

E' mail: josephmarthomas@yahoo.com

Dr. Joseph Mar Thomas Bishop of Bathery



Catholic Bishop's House Sulthan Bathery- 673 592

#### **Appointment Order**

30.05.2015

GAVI/UAC/001-15

Mrs. Sindu P.K aged 30 years is appointed as Asst.Professor in Biotechnology, under the Corporate Educational Agency, Catholic Diocese of Bathery at Gurudev Arts& Science College, Mathil, affiliated to University of Kannur with effect from 01-06-2015. Your prior service of 4 years in the college under the management is acknowledged herewith. As a permanent teacher under the Corporate Educational Agency of the Diocese of Bathery we reserve the right to transfer to any of our educational institution as and when it is needed as per the norms of the Agency.

To.

Sindu P.K Gurudev Arts& Science College Mathil,Kannur

+ M ~ los +Dr. Joseph Mar Thomas

Manager

Copy to

The Principal, Gurudev Arts& Science College.

File.

Dharmapitam, Catholic Bishop's House, Sulthan Bathery P.O. 673 592, Wayanad Dt, Kerala, INDIA

Tel: +91 4936 220 207 (O), Fax: +91 4936 221 287, Cell: 9447 053 175

E mail: josephmarthomas@yahoo.com

Dr. Joseph Mar Thomas Bishop of Bathery



Catholic Bishop's House Sulthan Bathery- 673 592

### Permanent Appointment

Bathery 25-07-2014

Dear Linukumar M.C,

I am pleased to appoint you as the permanent lecturer in Physics Department, under the Corporate Educational Agency, Catholic Diocese of Bathery at Gurudev Arts and Science College, Mathil with effect from 01-08-2014. I am happy to record that you were in the teaching faculty of the management with effect from 01-06-2005. I believe that your academic and non- academic capabilities will enhance the academic excellence of the institution and the standard of the students in the coming years.



Yours sincerely in Christ

+ Mar humins. +Dr. Joseph Mar Thomas Manager



Dharmapitam, Catholic Bishop's House, Sulthan Bathery P.O, 673 592, Wayanad Dt, Kerala, INDIA Tel: +91 4936 220 207 (O), Fax: +91 4936 221 287, Cell: 9447 053 175

E mail: josephmarthomas@yahoo.g

Dr. Joseph Mar Thomas Bishop of Bathery



Catholic Bishop's House Sulthan Bathery- 673 592

## Permanent Appointment

Bathery 25-07-2014

Dear Sumesh K,

I am pleased to appoint you as the permanent lecturer in Microbiology Department, under the Corporate Educational Agency, Catholic Diacese of Bathery at Gurudev Arts and Science College, Mathil with effect from 01-08-2014. I am happy to record that you were in the teaching faculty of the management with effect from 01-11-2009. I believe that your academic and non-academic capabilities will enhance the academic excellence of the institution and the standard of the students in the coming years.



Yours sincerely in Christ

+ Mar Smas

+Dr. Joseph Mar Thomas Manager



Dharmapitam, Catholic Bishop's House, Sulthan Bathery P.O., 673 592, Wayanad Dt, Kerala, INDIA Tel: +91 4936 220 207 (O), Fax: +91 4936 221 287, Celi: 9447 053 175 E mail: josephmarthomas@yahoo.com

Dr. Joseph Mar Thomas Bishop of Bathery



Catholic Stehoods House Sulthan Bathery-673-592

## Permanent Appointment

8athery 25-07-2014

Dear Vinod Kumar P,

Department, under the Corporate Educational Agency, Catholic Diocese of Bathery at Gurudev Arts and Science College, Mathil with effect from 01-08-2014. I am happy to record that you were in the teaching faculty of the management with effect from 01-06-2008. I believe that your academic and non-academic capabilities will enhance the academic excellence of the institution and the standard of the students in the coming years.



Yours sincerely in Christ.

+ War Stoner

+Dr. Joseph Mar Thomas Manager



Dr. Joseph Mar Thomas Bishop of Bathery



Catholic Bishop's House Sulthan Bathery- 673 592

### Temporary Appointment

Bathery 12-06-2014

Dear Babitha N S

I am pleased to appoint you as the lecturer in Malayalam department, under the Corporate Educational Agency, Catholic Diocese of Bathery at Gurudev Arts and Science College, Mathil with effect from 12-06-2014 to 31-03-2015. Gurudev Arts and Science College is one of the prestigious institutions of the Diocese of Bathery. I believe that your academic and non-academic capabilities will enhance the academic excellence of the institution and the standard of the students in the coming year.

With good wishes and prayers



Yours Sincerely in Christ

+ Multon

+Dr. Joseph Mar Thomas Manager

Dharmapitam, Catholic Bishop's House, Sulthan Bathery P.O. 673 592, Wayanad Dt, Kerala, INDIA Tel: +91 4936 220 207 (O), 222 538 (P), Fax: +91 4936 221 287, Cell: 9447 053 175 E-mail: konnathu@yahoo.com

Scanned By S

Dr. Joseph Mar Thomas Bishop of Bathery



Catholic Bishop's House Sulthan Bathery- 673 592

**Appointment Order** 

30.05.2015

GAIV/UAC/001-15

Mrs. Shyama V.C aged 32 years is appointed as Asst. Professor in Commerce, under the Corporate Educational Agency, Catholic Diocese of Bathery at Gurudev Arts& Science College, Mathil, affiliated to University of Kannur with effect from 01-06-2015. Your prior service of 1 year in the college under the management is acknowledged herewith. As a permanent teacher under the Corporate Educational Agency of the Diocese of Bathery we reserve the right to transfer to any of our educational institution as and when it is needed as per the norms of the Agency.

To.

Shyama V.C Gurudev Arts& Science College

Mathil, Kannur

-the andors +Dr. Joseph Mar Thomas

Manager

Copy to

The Principal, Gurudev Arts& Science College.

File.

Dharmapitam, Catholic Bishop's House, Sulthan Bathery P.O. 673 592, Wayanad Dt, Kerala, ND/A

Tel: +91 4936 220 207 (O), Fax: +91 4936 221 287, Col. 9447 053 175

E mail josephmarthomas (a) a Scanned by TapScanner

Dr. Joseph Mar Thomas Bishop of Bathery



Catholic Bishop's House Sulthan Bathery- 673 592

## **Permanent Appointment**

Bathery 25-07-2014

Dear Shajna Govindan,

I am pleased to appoint you as the permanent lecturer in Statistics Department, under the Corporate Educational Agency, Catholic Diocese of Bathery at Gurudev Arts and Science College, Mathil with effect from 01-08-2014. I am happy to record that you were in the teaching faculty of the management with effect from 01-06-2012. I believe that your academic and non- academic capabilities will enhance the academic excellence of the institution and the standard of the students in the coming years.

MAR THOUGHT

Yours sincerely in Christ

- t Ur an Shown

+Dr. Joseph Mar Thomas Manager

Dr. Joseph Mar Thomas Bishop of Bathery



Catholic Bishop's House Sulthan Bathery- 673 592

### **Permanent Appointment**

Bathery 25-07-2014

Dear Dharanya Krishnan,

I am pleased to appoint you as the permanent lecturer in Microbiology Department, under the Corporate Educational Agency, Catholic Diocese of Bathery at Gurudev Arts and Science College, Mathil with effect from 01-08-2014. I am happy to record that you were in the teaching faculty of the management with effect from 01-06-2009. I believe that your academic and non- academic capabilities will enhance the academic excellence of the institution and the standard of the students in the coming years.





Yours sincerely in Christ

+ Mar Showers

+Dr. Joseph Mar Thomas Manager

Dr. Joseph Mar Thomas Bishop of Bathery



Catholic Bishop's House Sulthan Bathery- 673 592

#### **Permanent Appointment**

Bathery 25-07-2014

Dear Santhosh K.U,

I am pleased to appoint you as the permanent lecturer in English Department, under the Corporate Educational Agency, Catholic Diocese of Bathery at Gurudev Arts and Science College, Mathil with effect from 01-08-2014. I am happy to record that you were in the teaching faculty of the management with effect from 15-08-2003. I believe that your academic and non- academic capabilities will enhance the academic excellence of the institution and the standard of the students in the coming years.



Yours sincerely in Christ

+Dr. Joseph Mar Thomas Manager

+ War Chemas

Dr. Joseph Mar Thomas Bishop of Bathery



Catholic Bishop's House Sulthan Bathery- 673 592

## **Permanent Appointment**

Bathery 25-07-2014

Dear Babitha K,

I am pleased to appoint you as the permanent lecturer in English Department, under the Corporate Educational Agency, Catholic Diocese of Bathery at Gurudev Arts and Science College, Mathil with effect from 01-08-2014. I am happy to record that you were in the teaching faculty of the management with effect from 01-06-2012. I believe that your academic and non-academic capabilities will enhance the academic excellence of the institution and the standard of the students in the coming years.



Yours sincerely in Christ

+Dr. Joseph Mar Thomas Manager



OparREDM1. NohoEc9iPROMMAXe, Sulthan Bathery P.O, 673 592, Wayanad Dt, Kerala, INDIA

Al QUAD CAMPRA936 220 207 (O), Fax. +91 4936 221 287, Cell: 9447 053 175

E mail: josephmarthornas@yahoo.com

## **SERVICE RULES**

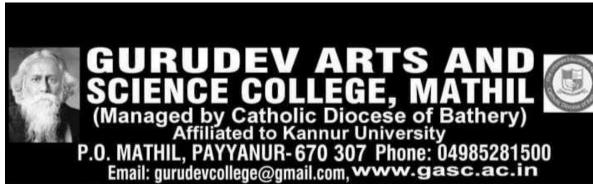
## <u>OF</u>

## GURUDEV ARTS AND SCIENCE COLLEGE

As a Self-Financing College, Gurudev Arts and Science College strictly follows the KSR (Kerala Service Rules).

- **Teaching Hours**-The teaching hours are from 9:30 am to 3:15 pm. A total of 25 hours per week.
- **Appointments** -Appointments are made as per the norms of Kannur University.
- **Probation Period** Newly appointed staff will be under a probation period of 1 year. They will be posted permanently based on the feedback from the students on their performance.
- Maternity Leaves- It is sanctioned based on the rules, which extends from 6 months to one year as it is needed.
- **Resignation** –The Principal should be informed with a resignation letter 2 months prior to the resignation.
- **Retirement** –The age limit of retirement for teaching and non-teaching staff is 65 and 60 respectively.

## NEWS PAPER ADVERTISEMENTS FOR NEW APPOINTMENTS.



PARAMARSH PROGRAMME

MAR IVANIOS COLLEGE, Trivandrum
TEACHERS WANTED

Applications are invited for the post of teachers against existing and anticipated vacancies in the following subjects.

1.PHYSICS 2.MATHEMATICS 3.MICROBIOLOGY 4.ENGLISH 5. MANAGEMENT (MBA) 6.COMMERCE 7.PSYCHOLOGY 8. TRAVEL AND TOURISM MANAGEMENT

Qualifications : As per University rules .
Complete Bio-data may be send to the Principal/
gurudevcollege@gmail.com
So as to reach on or before 18-04-2021

Rev.Fr SHIBIN P JAMES (MCJ,MPhil) CEO & DIRECTOR :9846462424

Contact :04985-281500 , 9961544486

Dr.K.T.RAVINDRAN(MSc,Phd) PRINCIPAL:9447491201

## ADVERTISING STAFF REQUIREMENTS :2021

		EDIT					
	Ad-Venture Complex Callex Jn. Kannur-2 0497-2700794 Mob. 9440390907				STATE CODE	POR BUAGO	8128411121
110	Name : Kertini Olice No The Principal The Principal Scrience College	4	itate Ke Sode 32 SSTIN	reales.	Mar-2615		
	nnur-670343 - emblication	HSN/SAC No	Edition	Date of Insertion	Size Size	Rate	Total Rs. Ps.
1945	Deshabbimani Mattrubhumi	998363		17.40ar 2019 17.40ar 2019		275	11,760.00
	Discount Round Off A/c otal Invoice Value (In Words.): Ru otal Invoice Value (In Words.): All	ipees Twent	4.44	BLE VAL	UE 0 2.5% 0 2.5%	1	(-)1.350.50 0.02 25.809.50 645.2
	otal Invoice Value (In Words ) Kit even Thousand One Hundred Only even Thousand One KERALA	GRAMIN BA	CONTRACTOR OF THE PARTY OF THE				

## ADVERTISING STAFF REQUIREMENTS :2019



## ADVERTISING STAFF REQUIREMENTS: 2018

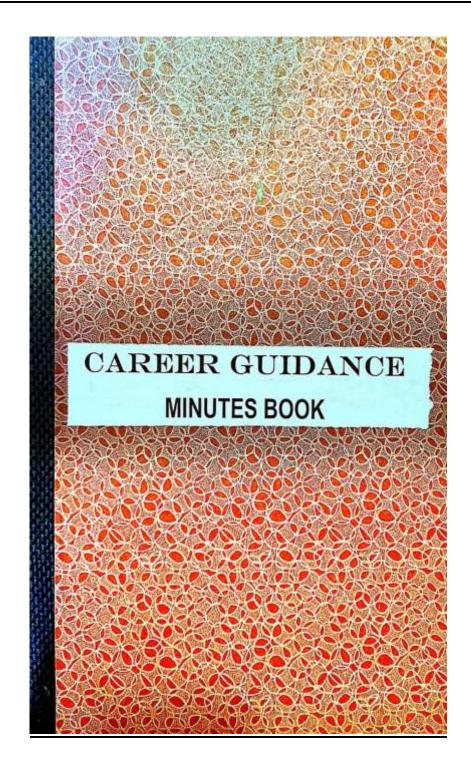


No	2 /k Gondor 5	Edition				
a	Meta blyonie		Insertion	Stre	Rate	Rs Am
3		Kanny	16 3-15		185/	888
3	Deshabbican,	- "	11	6×8	130/	600
-						
_						

## ADVERTISING STAFF REQUIREMENTS :2015

edd-venture solvertising agency 1219 Solvertis	Star Complex, Nr. Sreepuram Schoot, Pallikunnu, Kannur-4, Tel: 04972700794, Mob: 9446396907 Email: koreads79@gmail.com  Date: 23/6/16.  Pallikunnu, Kannur-4, Tel: 04972700794, Mob: 9446396907 Email: koreads79@gmail.com
hupees Fourty Five Becesary  Chaptel Cash  Date  15000/L  Land Chaptel Cash	

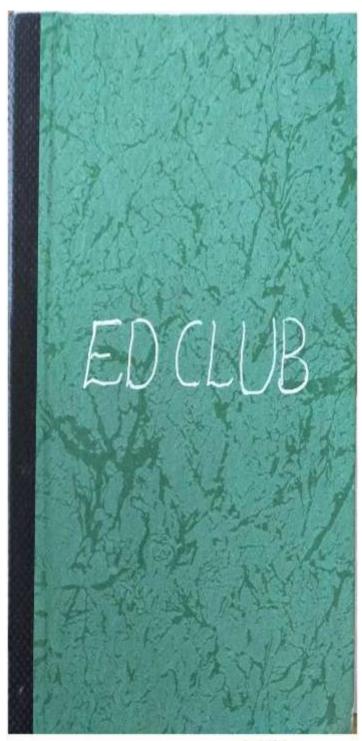
## MINUTES BOOKS OF VARIOUS COMMITTEES IN THE COLLEGE



		16-06-2	016
1		. THURS O	87
2016 - 20	17 അധ്യമന വർഷ	യയിയു വഴയോഗാ	3m
carrer Guidar	re simply all	് അദുമാനിക്കുന്ന	നിചാമി
16-06-2016	שווא אלא ששווצים	ലാഹിൻ വച്ച് പ്രി	ಕನುಭಾ
Main Afenda:	) കൂട്ടിയ വേട്ടു വാണ്ട്രു വാണ്ട	് മീററിം ഗ് സ്മത്ന്	)
	eer Guidance class		
	hers.		
			L- 10
Committee Men	nhers:		
	wesh. k Of		
2. A.	nexh.k Don		
3. V.	Rajne In		
4. R	nong. V. V		
5.	- Company		
Deciston:			
	artment melamilab	නා ධරණා ශශ	plagign
എന്ന രീതിരി	b Conduct resignation	തീങ്ങനിച്ചു.	1 0
	Serie	lary:	
		O The	
		V. Rojno	
		1 1	la la la la
1			

	7
10	-07-2017
	Monday.
A career buildance meeting was held	at library
on 12-07-2017, Monday at 1.30 PM Under	_hi_guidanu_
of Hr. Privesh Cassi professor, computer science	depl
A career guidance for the upwoming of	idents was our
main psoposal.	
Agenda:	
To Conduct Carett guidance class	for the first
year students.	
1. Prujesh. k. Odraf. 2. Anersto. k. Odraf. 3. Mokern Kurnar MP (Al.) 4. V. Rajne od 5. Roops. V. V. 2.	=
Decision :	
Decided to Digarize a career guid	ance plogrami
Decided to Dyganize a career guid for science and commerce students sepera	itely in the mo
october or Movember.	
	The V. Ray

	10-01-2017
	Tuesday.
2016 - 2017 Con augo	um വർകത്നിലെ രണ്ടാമത്തെ വിറ്റില
10.01-2017 n 3 amlan	മാലബേറിയിൽ വച്ച് പ്രിയോട്
സാറിൻ അവുക്കതമിൽ	Bridge Degree An Brotto
ചെയ്യാവുന്ന Course - കള	and i Final Year algudand and son
class mot osm onlan osol.	
Main Agenda:	2002-2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Carper buida	nce class for Final Year Degree Hud
Committee Members:	0 0
1. Paiyes	h. K @P
	M. K. OM
3. V · Ro	1
	6.V.V 44 .
5 Maha	wakumax ma (ob
Device	
Deusion:	Le I stale as a
Deusion: February	Jewnd week my azom programme
Decision: February msmood shedule nous	Jewnd week mz azam programme wzo.
Deusion: February msmood shedule nous	
Decision: February msomand shedule nous	Jewnd week mz azam programme syn:  Securacy:  V. Rajire

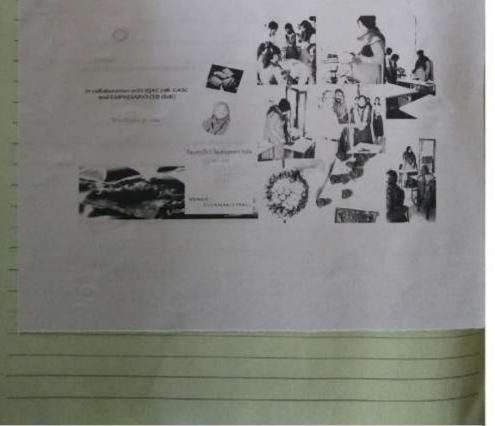


Scotted with Conficence:

GURUPEV ARTS P &CIENCE COLLEGE, MATHIE Report of Activities Staff Coordinators: Dhanga T Deena K.V Mission Statement The Entrepreneurship Club is deducated to helping Students foster their ideas, as well as educate them on what it takes to start a business of heer own. The mission of our organization is to provide our members with opportunities for learning and experience in entropreneusly The significance of values buch as hard work, wisk taking, organization, and self determination will be recipored from our promotion of entropreneusly with in our college and community Objective: The objective of Entropreneurship Dovetopment club are to inculcate entrepreneurship qualities, to Servitize industrial Scenario or the state, to numbers the latent entrepreneural talent, develop augueness among its members of the attitude, values and skills of Successful energyeneurs around the globe etc. . To loutedly social votues such as trust wortholds. integrity, hard work, discipline, hereity etc. as constituents of entrepreneuralip. . To bring in successful entrepreneus and students on a common platform · To incultable emprepreneural culture in Studenti

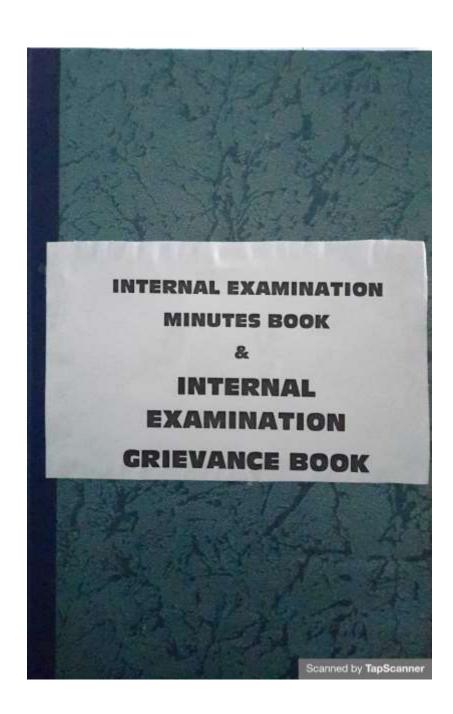
PG Department of Commerce in collaboration with IQAC and EMPRESARIO (ED Club) conducted a workshop on chocolate making on 30/03/2021 at 10.30 am with 25 students. The session was handled by Jasna Mahamood, Skill Development Trainer. The main aim of this programme was to introduce an earning idea to the students. The students had a great experience with the trainer, they also actively participated in chocolate making. Trainer taught how to make dark, white and milk chocolate, it's decorations and wrapping also. She also motivated the students by explaining the profit that can earn from the chocolate business with low cost. The chocolates made in the workshop were distributed to the students and teachers and they shared their experience.

Dr. K. T Ravindran (Principal), Mr. Madhusoodhanan (Vice Principal) Mrs. Shyma V. C. (HOD, PG Department of Commerce), Mrs. Anju Krishna. A (Assistant professor PG Department of Commerce and ED Club in Charge) Mr. Manu Tom (HOD, Department of Management) and all other faculties in Commerce and Management Department were made this programme a success by their presence.



Scanned with CarriScanner

Scanned with Camilicanner



Internal Examination remnittee receiving Aguida Medal exams dates Russian papers for model excess Members 1. Kavendran hi mit Medhuleedanan All Sishu Pt 000 Bigin h Hoos: B.Gens Mathy. Buyin Chancely (Sa Xhoud Bochmoly Minestellogy 1100 **BCA** BSW -Decindad Francis datos & on History .

Orintzer paper Entermiere of 10/14.

Francis June 9/30 = 19:30 pm.

Nodel Internal Examination Meeting on Risto

Agenda

Second Model Examination for II and II Some

Syllakus for recurrentian

Member

ET Rancendina by 19003

Machineondaman M. Sarthan Pek

Bigic k

Alotha

Bigic k

Michaelary

Exam Pak

Continuity

Exam End

Chinaling

Exam Exam Some Second

Decreone

Exam Is be torreducted on Alabora 16/3/20

Syllakus for the groom on existing

Syllakus for the maximum

If the Syllakus Groun

	23
Interest on a	
Discipali Cabio	alloo at
Table 1	
Agenda .	
Internal Model examination dates.	
Syllabor for the examination. Preparation of question papers.	Manager Villa
Preparator of question papers.	
Member	
K.7. Rangandian	
Madhinoodanan H. O. S.	
Biju k	
ttop:	
Biochemustay OF	
Minobiology a	
B Com	
B B.A	
B.GA. JL	
B.S. W	
Physics ON	Marks Bulbby
Matho	
English last	
Chemisty . 25	
Con But the care of	
Decrion	
	/ 1
Exams to be conducted on 10/2/20 Question paper to be mailed by	- 15/2/20
Question paper to be mailed by	2/2/20
OF THE PARTY OF TH	
The state of the s	

## INTERNAL EXAMINATION GRIEVANCE BOOK:

Demanto.	June 1	Anis Vance		
Action takes	As Unipum is the part of college, Students usill not be allowed to work the exame may	As per the valor acounts sparts at 1:30 ann, Students are supposed to enter the Rall with Evolution hour.	Sufficient from eveil be usade available	
Complaint.	Student was not permitted to bourte even how as he was he was not in Unitosm.	Two stretents of Minobulay As per the rules acrown department was not sout at 1:30 and Students allowed to winte example and Supposed to enter the they were late by go mins hall with thelyon how in 10 am.	Fan is required is the class.	
Depailment.	Chamin ty	MicedBlouce	Comment	
Name Of	Amal. E. E. GDISCORRIZ)	Avani Arokan Cadigen(RDI) Ann Nawy Cyniae (GDIO ENIRIS)	Museumed Athif . (6D (8BR 8037)	
Date	306-2014 20 11 16	18 8.1	3019-3026 14 10 [19.	
year	Da6 -2014	2018-2019 W 3 118	3014-3026	ed by <b>TapScan</b>

WOMEN'S WELFARE & GRIEVANCE REDRESSAL CELL MINUTE BOOK

		15
39-1-2020 Garengher Ale Algorian (2) and a lange	on on way a por in the sound on and and and and and and and and and an	way.
a some some	1. al garland. D. 2. 2. al	Midu
and a second	: Normal and some and and and and and and and and	don come

4.8.2018 പാവുട്ടാ 130 ന് ഇരുദേഹ് കോടെ മിലെ പിയന്സ് സെല്ലിലെ എക്കിക്യുള്ളില് മീറ്റിം ഗിൽ പത്തെടിക്കാവര്ക്ക്, അഭിപ്രായ അടക്ക തിരുകയാക്കുള്ള

(3) 2004 Doggood.

തിരമാനത്തർ 1): - 2018.19 നാധ്യയനവർ ക്കുറത്ത ചിമൻസ് റസ്ലിന്റെ കോ. ചർയിനേച്ചയി ബിന. പി.വി. ടിച്ചുറേയ്യം, മററ്റ ക്കമ്മിച്ച നാംഗത്തുകായി സംബിത, നി.പ, സൂമിതോ മന് എന്നിവരോയും തിരമന്ത്തട്ടിക്കോട്.

> മിമിംഗരം ഒന്നായത്തെ അവരം ക്യായില് നടത്താൻ തിരിമാനിച്ചാട്ട.

2-8.2017. നൂയനാള്ച് 3.pm ത് കോളേജിലെ വിമർസ്സെല്ലിലെ, ഒ ഡോഗം ചേർന്നർ. മിറ്റിംമിർ പുറയ അറിപ്രയങ്ങൾം തിർമാനങ്ങൾം	on 3 hap complexed a sold
(magent: - 1) 2) a) a) d ma	oregan en management
woodsamone :- 1) and on one of a constants	
11	Day-
3. അനാല. 4. തേജസിന് 5. ദവ്വ.	Park?
ട. അയിയ്. ഒ. അയിര	Dank .
10 wwwp 20.	- door.
e. Day don Done	or Juganich
2020	

### MINUTES BOOK OF INTERNAL COMPLAINTS COMMITTEE



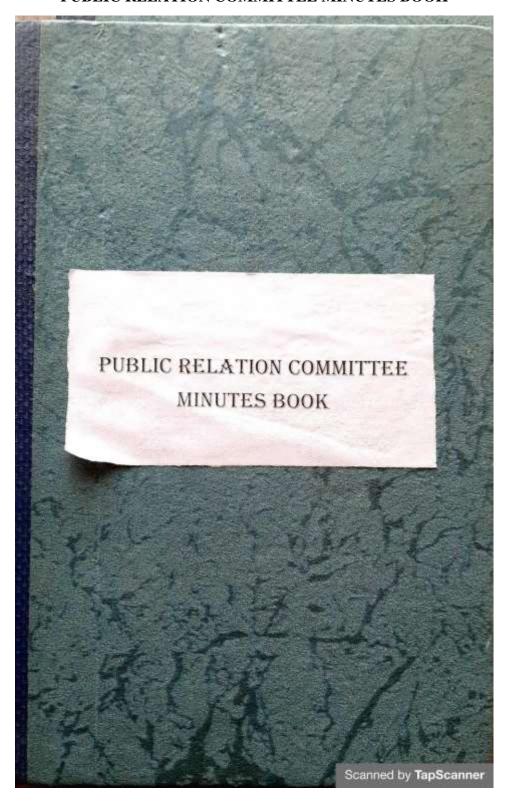
CHANDEN ARTS AND SCIENCE COLLEGE MATHIL. Meeting of prevention of sexual transsment committee Date: 06 107 18015 Agenda \* As per the instruction of the authorities the college decided to form a prevention of Sexual honosoment committee K other matters Members present 1) PROF VELAYUDHAN NAMBIAR PV ( Mrudula A. Oak 3) Beena P.P. 4) Soumya. C.K. 6) Sarayu Jayadevan. Email. The meeting surveyed all the aspects related with the formation of prevention of Sexual hazassament committee A unanimous decision was taken in the meeting Derision: I The committee of Six members formed 2) Mridhela A was unanimously elected as the president 3) Decided to make a Surviellance among Students Action taken: 1) Students were informed of the new committee by the concorned

GURUDEN ARTS & SCIENCE COLLEGE - MATHIL Heeling of Preventin of Sexual harassment Committee. Date: 24/10/2015 AGenda: \* To assess the progress of Preventus of Sexual harasiment Committee. \* To pribe into it any Complaint \* Other Matten. Members present: D Prof. Velayudhan Nambiar p. v. Jun 2) Mendula A OW 3) Jounya. C.K. of 4) Beena. P. P 5) Seena . K. V 06) Sanayu Jayadevan & The meeting assessed the progress of the Preventin of Sexual haveningent Committee. As for as no Complaints were reposted. Different Opienion were sopled out. Decisión ! \* Students were asked to Submit before. the Committe is any problem exist.

\* An awareness programme to students. Action taisen: All decision latter in the meeting isis be adopted one by one.

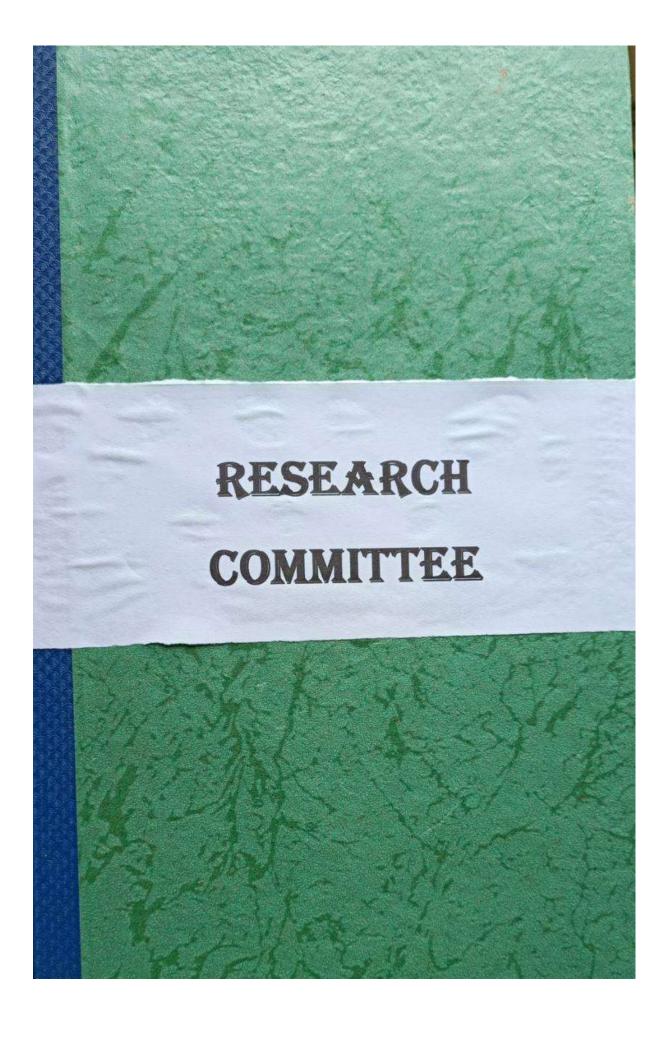
Granes de
GURUDEN ACTS AND SCIENCE COLLEGE MATHIL
- Intelligence of the second o
Madia Da
committee. Meeting of the presention of Exacual haraconnent
CONTRACTOR OF THE PROPERTY OF
Oate: 06/08/8015.
The same of the sa
AGRACA:
* To form a group worder to prevent harrowner
Planning to conducted a classion different
THE PERSON NAMED AND ADDRESS OF THE PERSON NAMED ADDRESS OF THE PERSON NAMED AND ADDRESS OF TH
* levels of haracoment
Membrals Present:
LICHORIA LIGERIA
DON VILLE WIT - Now
) Frot Velayudhon Nambies PV (2)
2) Seena K.V See
3) Honderk - A ON
4) Raimya, CK. Ha
5) shows Garager Offin
1) Beena GO B
) Dearly 10 0
D. 1 8 . 8111
The class was great owers ofwhele theorems was
The class was great success student recomme was a courseme. Selected group members for secret sources.
mental for the course
nate a
Decision :
1) The meeting decide to observe Ecode a elico
2 1 1 1 1 1 1 1 1 2 2 2 2 2 2 2 2 2 2 2
1) The meeting decide to organize Ecode of Eluo 8) hard of the departments were given addition charge of looking in to their Elepartment
down all brokens in to their demonstrate
chang of rancing while index enqueriment
Action taken:
is to ad a a depost drawn order
1) Formed a a Secret Source group. 2) More con powers were given to each departs
al Moss par powers were owen to each depart
a) 10× cm (***********************************
AND RESIDENCE OF THE PARTY OF T

### PUBLIC RELATION COMMITTEE MINUTES BOOK



a	meeting of public Relation Committee on 15th iday at 10.00 am Room No Fq. The decisions and
FA.	Follow.
A	genda:
	Disseussion about the programme prism 20
М	embers:
ı'	P.V Velayudhan Nambiar Principal Chu
2	) E 0 0 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
3	) Stompith K P. 85
4	VINODICUMOR P 12
_ 5	) Syangith KP. 8
_k,	Netbya·K·U Kun
D	ecisions:
	out I be control the papersone on low
	Decided to conduct the programme on jar
19	at the College.
	Decided to give the photos and report
the	event in the newspaper and on the network
4.0	annel.

FN	day lat 3.pm Room No Fq. The decisions are as
	The minutes of the last meeting were scussed and confirmed.
A	geoda:
Ral	Discuss about the announcement of Gunu pindnanatha Tagore award of excellence 2020
M	embers:
	Dr. 15T. Ranindrum 151 Dass
1)	For Shipin P Damer Statem
2)	LINUKUMAR. M. C. G.
4	Mushy sordanam m Omt
5)	VINODEUMAR. P (5
6)	Stampill KP. 89
7	Nethya. K. U Kep
	<u> </u>
De	cisions:
	To arrange a press offree Conserence
18	11/2020 at press office Payyannut to discu
al	To arrange a press office Conference [11]2020 at press office Payyannut to discu- out the above mentioned Matters.



15-09-2020 Tuesday

in college and develop research altitude for teachers confidents Grunder Arts and Science College journal steel a research compilee. The jinst meeting of the connitee was held on 15-09-2020 Tuesday at 2 pm. Pricipal Dr. K. 7 Raveerdran were the chairman of the compilee.

# AGENDA .

- D Conduct atleast one National Webinar regarding losearch Methodology during each semester.
- d) brine each student to chance for during summer projects and course project in necognitive institutions.
- 3) To publish nesearch articles.

### MEMBERS

Dr. KT. Ranindran KS\_M3

- 3) Dharangs Krishnaning
- 4) Syamphb. K.P 8
- 5) ANTU SUNNY AD
- 6) VEENA VISAYAN OCOM.
- 7) LANUKUMARIMIC OF =
- 8) Shyma. V.C and 9) Nithya. N Old
- 10) Ansana vidayakumar shubis

# Scanned by TapScanner

2017-2018 The hand book committee held a meeting on 30/5/2017 to make a discussion on the preparation of hand book. Agenda Preparation of handbook Members Participated Madhusoodanan M Sumesh . K. Decisions Taken Decided to include the photos of the toppers in the hand book. \* Decided to collect action plan. \* Decided to assign the prublishers to print the hand book \* Decided to complete the work of handbook before August

Scanned by TapScanner



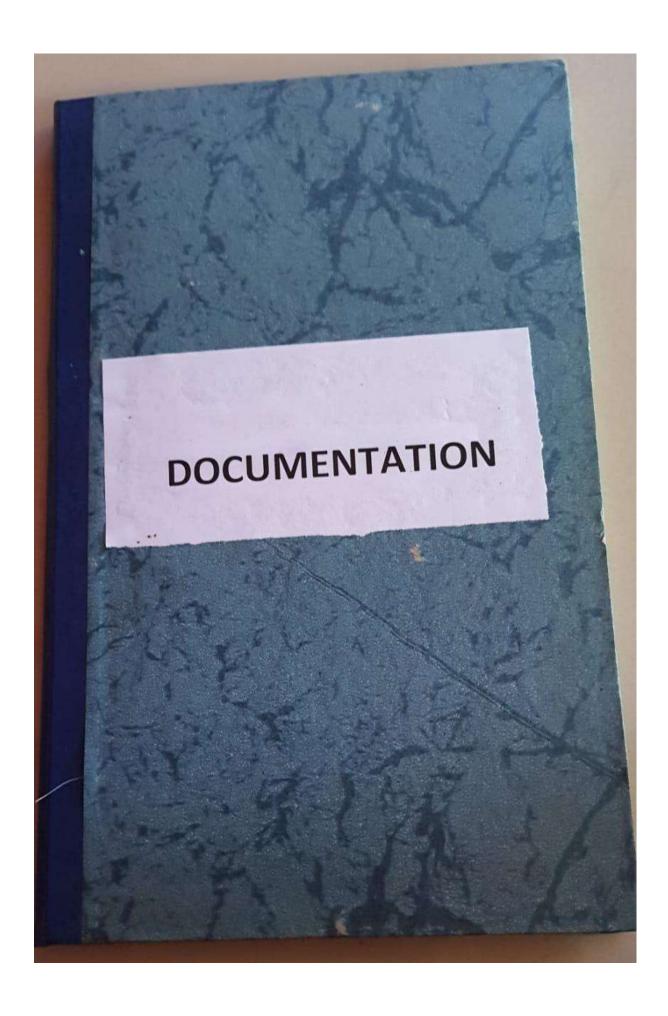
Our first website, WWW. gurudercollege org, was used till 2012 After 2012 we designed our new website www.gurudercollege.in and used it till 2019.

At present, we have new website www.gascac.in, which was inaugurated on 04.07.2019 (Thursday) by most Rev. Dr. Joseph Mas. Lomas.

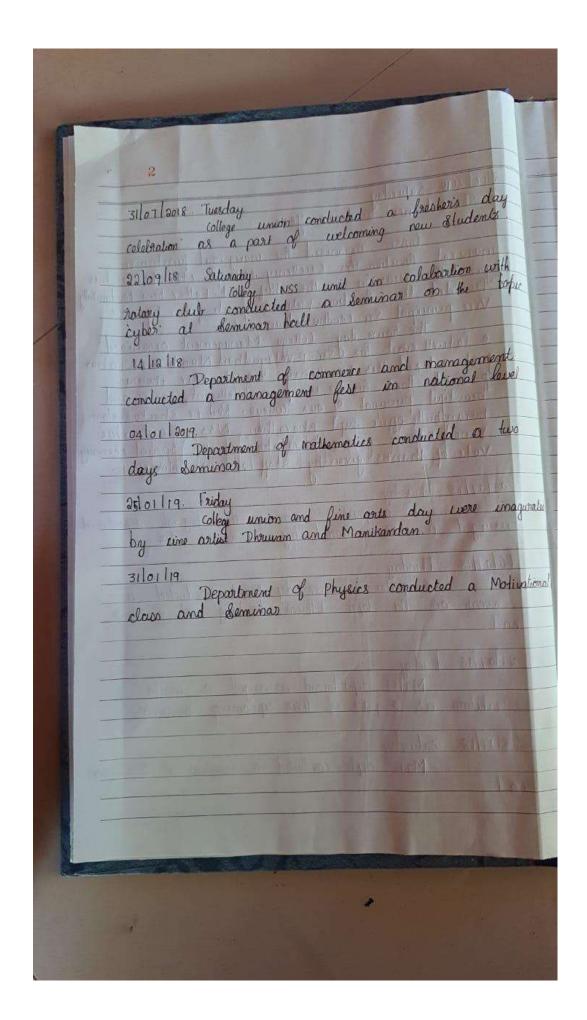
the also implemented G Suite from college and gave institutional id to all the teaching and non leaching staff. On of June 2021 all the students of the college were also given institutional id (gasc id). Through the institutional ids they get because to all the google products, other educational websites, MS Office 365 (student version).

1 1000	The websile	committee held a men
	on 21 05 2021 to	a discussion on h
	distribution of 9x	committee held a must be a discussion on the sc ld to all the shine
	AGENDA	40.00 30.00
n	Distribution of metatest	ional ide to the shiderle .
	MEMBERS	Sy all the control of
1)	and the same of th	SIA MARIE EST
2)	Rensith M. Cheryan.	The set of the same
3)	Sourrya C.K. W.	At market
4)	Rangith M. Churyon Soumya CK. A.	Wie Lake But
		AMBITACE.
	DECISIONS	
al II	with the line opine	and a state of the state of
1.)	decided to distributi	i gasc lds to all the
-	of-le collège.	
- 7		
		ALCO E METALINO DE VA

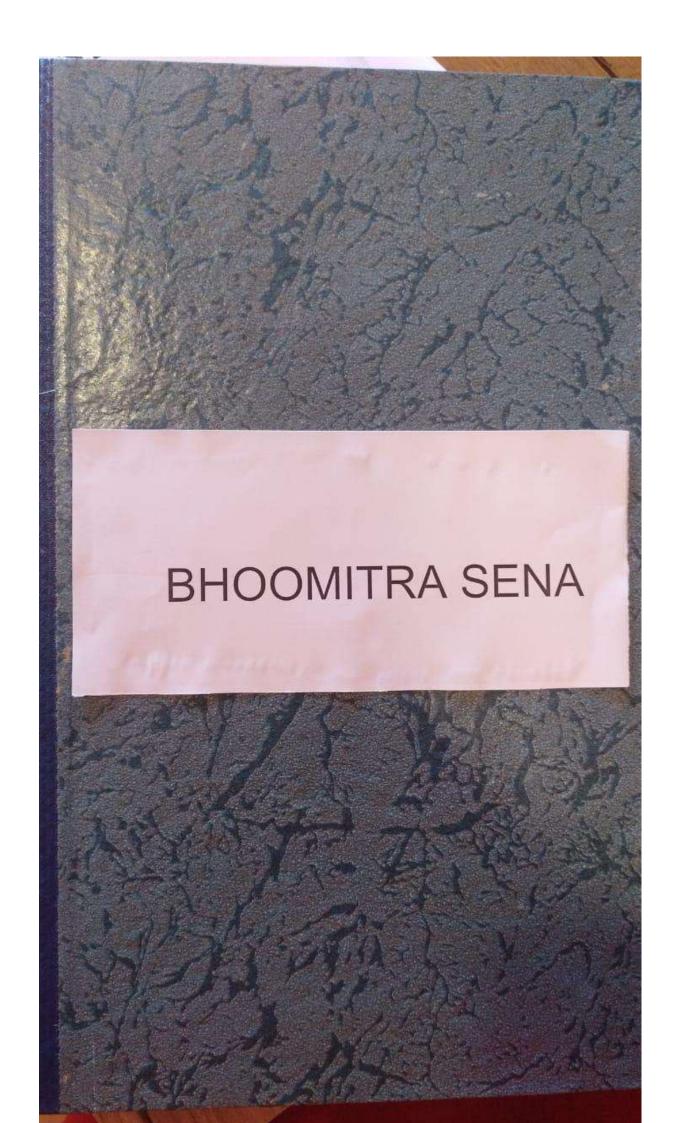
				7
05   00 Nebsil	le nobisele   acort fox	committee making m	held a	meeting or I
AG	ENDA	100	14/10/202	5
i) Addin	g department	t pages of	Msc. Physic	ce and Psycho
PARTI	CIPATNTS		- 100	
1) Mohana 2) Ranjith 3) Soring 4) Anguks	kumae M.P M. Cheriyan a C.K ishna M.V.	Old Stands	No see	1 (s
	SIONS			
i) decid pebati	ed lip add and al	Psychology 10 add 1	and Usc Le departm	Physics lot l unt pages.



2/06/2018 - Saturday Started new academic year Organised the mangural function. In inagural function this Excellency Moseph Man thomas has graced the occassion as the older guest Father Reni Mudambolly presided the function. Welcome speech given by the Vice pencipal Sri Madhusoodhanan Sin The same day College Management organised a failwell event for Isi. p. Wlayudhad Nambias who has just setized His Excellency Goseph Mar thomas praised that his he was an intelligent sincere and beautiful purupal of our college. Red. For chacko chelombarambath office Supt Bharathan, N35 co-ordinator Vinoa Kumar given felicitation on the speual ceremony. Vote of thanks given by Staff advisor Simesh. K. 05/07/18 - Thursday. As a part of neading day English department arranged a class leaded by Sri Suresh Sir. 16/07/18 -Monday Computer Science department conducted the topic Ethical backing at seminar on hall. 27/07/18 - Friday. Maths department arranged a maths as a part of their upcoming Seminar. 28/07/18\_ Saturday Mathe clept conducted a Seminar at Seminar hall



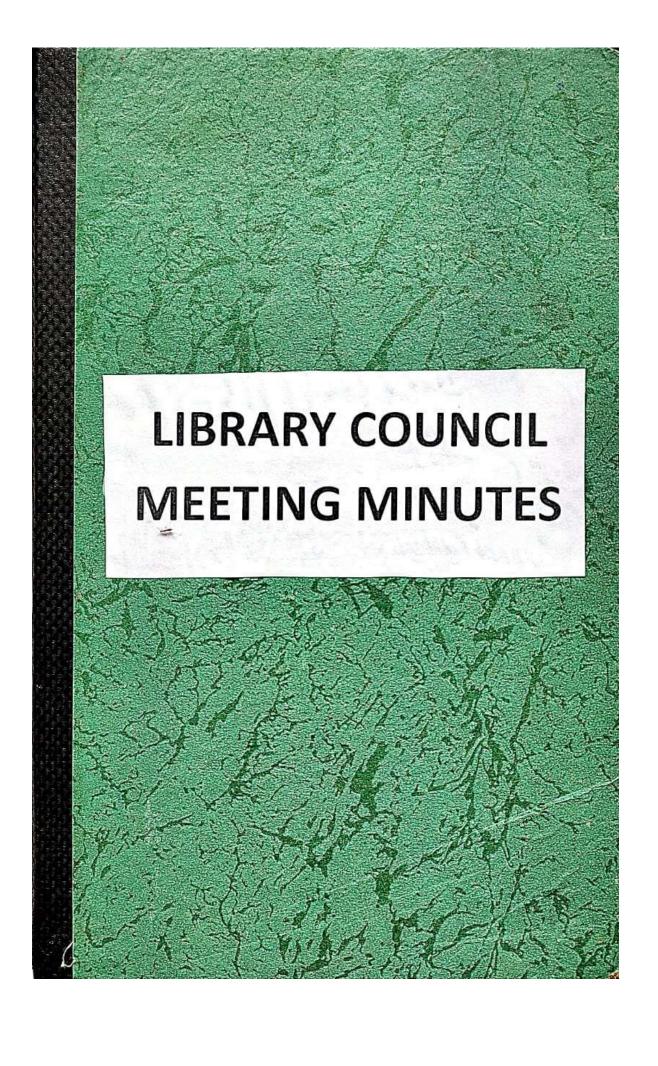
	13/06/2016 (Monday) at 4 PM.	
-		
	Venue : Sperts Room	
	Agenda:	
	· Melcome	
	· Administrative/ Finance updates	
	· Review of previous action items	
	· Project updates	
	· Adjourn	
	Altendance	-
	1 Linukumar M.c. 3	
	o. Ancesh · K. bic	
	s Sumesh K. Bank	
16	4. Chandrasekharan	
-	5 Slocky P.K.	
	2 Shinler K & S	
	2 Shinler K 3 N	1
-		PART .
-	Suggestions   Decurione	-
	1) Dension on selection of new football team and Well of Muggestion to build up new, hadmindon court.	egball
	a) suggestion to build up new, had meriton court.	1
	00	
-		- 12-10
	Seepped by TenS	canno
	Scanned by TapS	carme



# ANTI RAGGING COMMITTEE MINUTES BOOK

	Glusudou Asts & Science College Conducted a meeting cy it-sagging Committee On 5-8-2016. The decisions & Sugar se as epollournes,
a	14- 200ging committee on 5-8-2016. The decisions & Sugar
are	Le as collections
	Embarry )
1	levada:
	gunda:
	1. Go elect Commilte members
	2: The sign of the
	3. To evaluate perfermance of the anti-ragging Committee
	<i>y</i> .
P	
ia	thupaots:
	P. C. D
_1.	Paol. P.V velagudhan Nambiar. Calm.
2	IX: Madu Soudaran M ( )m
3.	Mrs: Seena tu Con
4.	MAS: MAUdula A. NA
5.	Mar Harikauhnan K Dula
6.	MR. Jame. T. C. Aust
4.	Ms. Sounya CK
D	eciston
-	
1.	Elected new Committee Members
2.	Decided & Conduct an awarner programme for 1st year
	Student. Lawrence programme for 1st years
	D. Jeun

anti-ragging co 2.30 p.m. The ave Follows;	uts and science college conducted who and science college conducted multiple on 4-9-2018 at multiple meeting on 4-9-2018 at decisions, suggestions taken
Participants:	
2. Mr :	P.v. velayudhan Nambiar Madnscodanan M Om
4 Mrs	Mindula A ONL
Agenda	
1. To make anti-raggin	an awarness about having an g committee in college.
2. Other ma-	Hers
Decisions	
1. Desided de	g programme effectioness of previous
2. Decided to negarding th	eir problems. to come out



An online meeting has conducted on 24/06/2020 on behalf of Library Council The meeting was held in association with Paramarsh to analyse the process of NAAC grading. Mr. Minto Sir, Paramarsh Co-ordinator of Mar-Ivanius College did welcome speech. Dr. Bearamol T the Librarian of Mar Ivanius College, gave instructions about necessary changes to be done in our library as part of NAAC grading.
The members participate and decision taken in the meeting coducted on 20/06/2020.  Agenda.
* Report  * Development according to NAAC generaling  * Other matters  1 Dr. KT Remindras 155 1013
3. Councya. CK. 4. Mindua. A  5 Vinod Irum. P
7. Beena. P.P. Bo 9 Lijo Joseph Show
10. Linukumaking Go 11 Jain mathew Go 12. Dhamaraja kruthman Dha

13.	Priyosh le Ot
14	Shyma. V. C dis
15.	Shyma. V. C dis- eenskrishen. R. C. On
16	Santhon-ku tesse
	32
-	
	Decisions
	1. Buy more books
	2. To enquire about library website.
	3. To subscribe INFLIBNET
	4. To subscribe E- Journals
	5. To buy more computers
	6. 10 install D space software
	7. To upload university model question papers
-	o. 10 make cliaital library.
-	9. To change seating arrangement of reading
	9. To change seating arrangement of reading room and to expand sitting areaport
	10 To take the above actions as soon as possible
	Charles .
	<b>V</b> <sub>1</sub>
-	
	Report
	All arrangements have been made to subscribe
11	of CIBIOCI, on Calcino In
111	MAIRO LO MONTALI LIMITORCIAN LINE I
6	seb site. Bought new books make the sites
q	sebsite. Bought new books (more than 800) on eneral reading. classified all books and addled in stack
8	register.
-	

_	The members participated and decisions taken
	in the meeting conducted on 13/01/2020.
	Agenda
	* Report
	* Purchase books
	* Other matters
	Dr. KT. Ranindran KS_Md 33
-	Madhy sordoman in Com
3_	Mondule of Oper.
	- Chniknsknan. R.K. Oly
5	Beeng. P.P. Be
	Vinodhuma P 15
	Lijo Joseph dhim
	V. Rajne
- 6	Roopav.v 27
	VISWAS VI
	Imilha Rojan Son
	Shyma. V.C Ams
	Sorthush KV Just
- (	Sharanya Krishnan Dhay
1	Decisions
1	1. Decided to buy books according to subject
1	needs.
-	2. Disseuss about e-library and decided to
+	plan to establish it.
+	KD M/3

-	First meeting of library counsil has been conducted on 08/07/2019 from Seminar hall.		
-	The members participated and decision taken:		
-	Agenda		
	* Library development * Other matters.		
1	Dr. KT Rawadran KS_1013		
2	Madha scodeman mont		
-	Vinod Kunn P 15		
	Lijo Joseph ohn		
	V. Rajne		
2	Roopa. V.V Smilha Rajan Son		
	Beena. O.8 B		
	Nidheesh 16		
	Dharranya Kouthnan Then		
10	Mondule: A Ord		
10	Seena K. V See		
19	-ennihishnan. R.K. On		
15	Santhush Ku Tiesp.		
1/1	Jan nish . EU		
	De el el pige : -		
	Decisions: -  1. More space for library.		
	2. To equip with more shelves.		
-	2. To equip with more shelves.		
	3. Koha software to update and to equip with OP		
	4. Establish network connection.		
	W. M. Sun		
	his missing		

Report Everyone attended the meeting on 08/07/2019 librarian did the welcome speech ain behalf of principal Dr. K.T. Raveendran. As per decided in the previous meeting library shifted to ground floor which has four rooms. Equipped with 30 Books racks and arranged book in it. Classified all books and added to stock register. Updated KOHA software and equipped OPAC arranged Reading room, Circulation counter and area. Ended meeting by vote of thanks.

5. Decided to buy seven new computers as part of & library.  6. To increase seating numbers in reading room  The many and the seating numbers in r			11
6. To increase seating numbers in reading room		5. Decided to buy seven new	computers
		6. To increase seating numbers i	in reading room
			W. MAS
			8
	TO THE REAL PROPERTY.		
	,		

# **COLLEGE UNION MEMBERS**

# 2019-20

Sl No	Name	Position
1	Nandu	Chairman
2	Pooja Surendran	Vice Chairperson
3	Maneeth Ravi	General Secretary
4	Sreeshma Das A.	Joint Secretary
5	Kripesh C. K.	Fine Arts Secretary
6	Akshay B.P.	Student Editor
7	Adarsh P.	General Captain
8	Rajna	U. U. C.
9	Abhinand	U .U .C.
Staff Rep	resentatives	
Sl No	Name	Position
1	Sruthi A. T. V.	Staff Advisor
2	Chandrasekharan K. V.	Fine Arts Advisor
3	Nithya K. U.	Staff Editor

## <u>2018-19</u>

Sl No	Name	Position	
1	Pranav K.	Chairman	
2	Anisha T. V.	Vice Chairperson	
3	Jithin N. P.	General Secretary	
4	Vishnu Prabha V S	Joint Secretary	
5	Arjun P .V.	Fine Arts Secretary	
6	Shyam Krishna V. K.	Student Editor	
7	Akshay Kumar M. P.	General Captain	
8	Nikhil Krishnan	U. U. C.	
9	Chandana K. P.	U .U. C.	
Staff Repres	Staff Representatives		
Sl No	Name	Position	
1	Shibin P	Staff advisor	
2	Mohanakumar M P	Fine Arts Advisor	
3	Shajna Govindan	Staff Editor	

# <u>2017-18</u>

Sl No	Name	Position	
1	Sanjay	Chairman	
2	Aswathi M.	Vice Chairperson	
3	Sharan	General Secretary	
4	Swathi	Joint Secretary	
5	Sreejith	Fine arts Secretary	
6	Premraj	Student editor	
7	Navaneeth	General Captain	
8	Harikrishnan C. V.	U. U. C.	
9	Akhila	U .U. C	
Staff Repres	Staff Representatives		
Sl No	Name	Position	
1	Sumesh	Staff Advisor	
2	ShyamJith K. P.	Fine Arts Advisor	
3	Priyesh K .	Staff Editor	

Sl No	Name	Position	
1	Vishak K.V.	Chairman	
2	Vishnuja K. V.	Vice Chairperson	
3	Manas P. C.	General Secretary	
4	Pooja Haridas	Joint Secretary	
5	Midhun C.	Fine arts Secretary	
6	Sebi Paul	Student Editor	
7	Midhun Philip	General Captain	
8	Sanitha K.	U .U. C.	
9	Sachin K.	U U. C.	
Staff Repres	Staff Representatives		
Sl No	Name	Position	
1	Ajeesh K. V.	Staff Advisor	
2	Chandrashekaran K. V.	Fine Arts Advisor	
3	Linukumar M. C.	Staff Editor	