

**PROCEEDINGS OF THE PRINCIPAL E.K.N.M GOVT. COLLEGE, ELERITHATTU**  
**(PRESENT: DR. MATHEWS PLAMOOTTIL, PRINCIPAL)**

E.K.N.M. Govt. College, Elerithattu – Additional charges of Faculty members and reconstitution of various cells and committees 2024 - 25 – orders issued – reg.

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ORDER NO:B1/2322/2022/EKNMGC

Dated:04.09.2024

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Read:- 1. This office order of even number, dated: 11.03.2024.  
2. Minutes of the Staff Council on 07/08/2024.

**ORDER**

As per the reference (1) cited various committees/ cells / clubs are constituted & charges of these committees were assigned to faculty members for the academic year 2023- 24. Now for the smooth functioning of those committees / clubs/ cells academic year 2024 - 25 it is found necessary to reconstitute those committees. The matter has been discussed in the staff council meeting held on 07.08.2024 & suggested to reconstitute those committees as follows.

**1. COLLEGE STAFF COUNCIL**

1. Dr. Mathews Plamoottil (Principal),Chairman
2. Dr. Vijayan K, HOD of Hindi, Secretary
3. Members : HOD of Economics, Commerce, Functional English, History, Malayalam, Hindi, Physics, Political Science & Physical Education
4. Dr.Babu.C Asst. Prof. of Economics (Elected Member)
5. Dr.Prakashan.K, Asst. Prof. of Commerce (Elected Member)
6. Sri. Nikhil Sharma M, Senior Superintendent, Member
7. Dr. Toby Joseph Mathew K K, IQAC Co-ordinator
8. Librarian (IV Grade) Member

**2. INTERNAL QUALITY ASSURANCE CELL (IQAC)**

1. Dr. Mathews Plamoottil (Principal), Chairman
2. Dr. Toby Joseph Mathew K.K, Associate . Prof. & Co-ordinator

**MEMBERS**

3. Sri. Sasi. C.T, HOD of History
4. Dr. Johnson. K. A, HOD of Economics
5. Sri. Soji M Sebastian Associate Professor of Commerce
6. Sri. Prasad P J, HOD of Commerce
7. Dr. Ganesan. D.A, HOD of Political Science
8. Smt. Tessymol George, Assistant Prof. of Economics
9. Dr. Vijayan K, HOD of Hindi
10. Dr. Ajesh C R, Assistant Professor of Physical Education
11. Sri. Janardhanan.K, Local Representative
12. Sri. Scaria Abraham, Alumni Representative
13. Sri. Jiss.M.Jacob, Industrial Community Representative
14. Chairperson, College Students Union, Student Representative
15. Sri. Nikhil Sharma M, Senior Superintendent

**3. VICE PRINCIPAL**

Dr. Toby Joseph Mathew K.K, Associate Professor of Economics

#### **4. NAAC CO-ORDINATOR**

Sri. Soji M Sebastian Associate Professor of Commerce

#### **5. ANTI RAGGING COMMITTEE**

1. The District Collector, Kasaragod
2. The District Superintendent of Police, Kasaragod
3. Dr. Mathews Plamoottil (Principal)
4. Sri. Rajesh. A.V, (Member, Parappa Block Panchayath)
5. Smt. Bindhu Muraleedharan (Member, West Eleri Grama Panchayath)
6. Smt. Santhi Kripa (Member, West Eleri Grama Panchayath)
7. HODs of Commerce, Economics, Hindi, Functional English, Physics, Political Science, History, Malayalam, Physical Education
8. Dr. Toby Joseph Mathew K.K, (IQAC Co-ordinator)
9. S. Saseendran.T.G, PTA Vice President
10. Reporter, Malayala Manorama,
11. Reporter Mathrubhoomi
12. Reporter Deshabhimani
13. Sri. Nikhil Sharma M, Senior Superintendent
14. Kum. Nandana V S (I Year MA Applied Economics)
15. Advaid Rajeev ( IIIrd BCom)
16. Smt. Suprabha K, Asst. Prof. of Economics
17. Smt. Jayasree. A, Asst. Prof. of Hindi

#### **6. ANTI RAGGING SQUAD**

1. Sri. Sasi.C.T, Asst. Prof. of History, Convener
2. Dr.Vijayan.K, Asst. Prof. of Hindi, Member
3. Sri. Soji.M.Sebastian, Associate. Prof. of Commerce, Member
4. Dr. Babu. C, Asst. Prof. of Economics, Member
5. Smt. Tessymol George, Asst. Prof. of Economics, Member
6. College Union Staff Advisor, Member

#### **7. RUSA CO -ORDINATOR**

Dr.Ganesan.D.A, Asst. Prof. of Political Science

#### **8. RUSA BOARD OF GOVERNOR**

1. Sri. M. Rajagopalan, M.L.A, Trikkaripur Legislative Assembly Constituency
2. Smt. Girija Mohanan, The President, West Eleri Grama Panchayath
3. Dr. Ganesan.D.A, RUSA Co-ordinator
4. Sri. Sasi.C.T, HOD of History
5. Dr. Babu.C, Asst. Professor of Economics
6. Dr. Ashraff. P.C, HOD of Malayalam
7. Dr. Vijayan K, HOD of Hindi
8. Dr. Toby Joseph Mathew K.K, Associate Prof, Dept. of Economics
9. Dr. Johnson.K, Assistant Prof., HOD of Economics
10. Sri. Soji M Sebastian, Associate Professor of Commerce
11. Sri. Prasad P J, HOD of Commerce
12. Dr. Ajesh C R, Asst. Professor of Physical Education
13. Sri. Nikhil Sharma M, Senior Superintendent

14. Sri. Scaria Abraham, Secretary, Alumni Association
15. Chairman, College Union

#### **9. RUSA PROJECT MONITORING UNIT**

1. Dr. Ganesan.D.A, RUSA Co-ordinator
2. Dr.Ashraff.P.C, Asst. Professor of Malayalam
3. Sri. Sasi.C.T, Asst. Professor of History
4. Dr. Vijayan.K, Asst. Professor of Hindi
5. Dr. Johnson.K.A, Asst. Professor of Economics
6. Dr. Babu.C, Asst. Professor of Economics
7. Smt. Tessymol.George, Asst. Professor of Economics
8. Sri. Soji M Sebastian, Associate Professor of Commerce
9. Sri. Nikhil Sharma M, Senior Superintendent
10. Chairman, College Union

#### **10. HOSTEL WARDEN**

Dr.Ganesan.D.A, Asst. Prof. of Political Science

#### **11. RESIDENT TUTORS**

1. Smt. Nithya. V, Asst. Prof. of Hindi (Ladies Hostel)
2. Smt. Chinchu Sree D S, Asst. Prof. of English (Ladies Hostel)
3. Smt. Rajasree R, Asst. Prof. of English (Boys Hostel)
4. Smt. Suprabha K, Asst. Prof. of Economics (Boys Hostel)

#### **12. HOSTEL COMMITTEE**

1. Principal, chairman
2. Warden, Convenor
3. Resident Tutors
4. All Major Department HODs

#### **13.PUBLIC INFORMATION OFFICER**

Sri. Sasi. C.T, Asst. Prof. of History

#### **14. ASSISTANT INFORMATION OFFICER**

Sri. Babu. P, Clerk

#### **15. UNIVERSITY EXAMINATION CHARGE**

1. Dr.Johnson K A, Asst. Prof. of Economics, Addl. Chief Superintendent

#### **16. PURCHASE COMMITTEE**

1. Sri. Prasad P J, HOD of Commerce, Convenor
2. Dr. Toby Joseph Mathew K.K, Associate Prof., Dept of Economics, Member
3. Sri. Soji M Sebastian, HOD of Commerce, Member
4. Dr.Vijayan K, HOD of Hindi, Member
5. Smt. Tessymol George, Assistant Prof. of Economics, Member
6. Dr. Johnson K A, Asst. Prof, HOD of Economics, Member
7. Dr. Ganesan D A, HOD of Political Science, Member
8. Dr. Babu C, Assistant Professor of Economics
9. Sri. Nikhil Sharma M, Senior Superintendent, Member
10. Sri. Sreekumar K V, Section Clerk (A1 Section), Member

## **17. TECHNICAL COMMITTEE**

1. Dr. Babu.C, Asst. Prof. of Economics, Convenor
2. Dr. Ajesh.C.R, Asst. Prof. of Physical Education, Member
3. Smt. Haritha Balakrishnan, Guest Lecturer, Computer Science, Member
4. Sri. Hareendranathan.P, Guest Lecturer, Physics, Member

## **18. BUILDING/CIVIL WORKS SUPERVISION COMMITTEE**

1. Dr. Babu. C, Asst. Prof. of Economics, Convenor
2. Sri. Sasi.C.T, HOD of History, Member
3. Dr. Johnson. K.A, HOD of Economics, Member
4. Dr. Vijayan K, HOD. of Hindi, Member

## **19.PLANNING BOARD**

1. The Principal, Chairman
2. Sri. Sasi.C.T, Asst. Prof. of History, Member
3. Dr. Toby Joseph Mathew K.K (IQAC Co-ordinator), Member
4. Dr.Ganesan.D.A, Asst. Prof. of Political Science, Member
5. Dr. Vijayan. K, Asst. Prof. of Hindi, Member
6. Head Accountant, Member

## **20. College Development Committee Members**

1. Sri. Sasi.C.T, Asst. Prof. of History, Convenor
2. Dr.Ashraff. P.C, Asst. Prof. of Malayalam, Member

## **21. Discipline Committee**

1. Dr.Ganesan.D.A, HOD of Political Science, Convenor
2. HODs of Major Departments (Economics, Functional English,Hindi, Physics, Commerce), Members
3. NSS Programme Officers, Members
4. Sri. Sasi. C.T, HOD of History, Member
5. Dr.Ajesh.C.R, HOD of Physical Education, Member

## **22. Committee to monitor Students Union Activities and celebrations in the college.**

1. The Principal, Chairman
2. Union Staff Advisor, Convenor
3. All HODs and Discipline Committee members

## **23 EWYL**

1. Smt. Anusha O S, Co-ordinator
2. Sri.Ismayil P, Asst. Prof. of Economics (Teacher Representative), Member
3. Dr. Prakashan. K Asst. Prof. of Commerce (Teacher Representative) Member
4. Sri. Saseendran. T.G (PTA Vice President), Member
5. Sri.Gopalan (PTA Executive Representative), Member
6. Smt. Bindhu Muraleedharan, (Member, LSG Representative), Member
7. Smt. Santhi Kripa (Member, LSG Representative), Member
8. Smt. Nithya.V, (Jeevani Co-ordinator), Member
9. Student representative (College Union representative), Member
10. Student representative (College Union representative), Member
11. Smt. Tessymol George, Asst. Prof. of Economics, Member

12. Dr. Ajesh.C.R, Asst. Prof. of Physical Education, Member

#### **24. Internal Complaint Committee**

1. Smt. Tessymol George, Asst. Professor of Economics, Presiding Officer
2. Sri. Soji M Sebastian, Associate Professor of Commerce, Member
3. Smt. Jayasree. A, Asst. Professor of Hindi, Member
4. Librarian Grade IV, Member
5. Sri. Nikhil Sharma M, Senior Superintendent, Member
6. Kum. Nandana V S, I MA Economics (Student), Member

#### **25. Canteen Committee**

1. Dr.Babu.C, Asst. Prof. of Economics, Convenor
2. Sri. Sasi.C.T, Asst. Prof. of History, Member
3. Dr.Ganesan.D.A, Asst. Prof. of Political Science, Member
4. Dr. Vijayan. K, Asst. Prof. of Hindi, Member
5. Smt. Jayasree.A, Asst. Prof. of Hindi, Member
6. Smt. Suprabha K, Asst. Prof. of Economics, Member

#### **26. Anti Narcotic Club**

1. Dr. Mathews Plamoottil, Principal, Chairman.
2. Sri. Saseendran.T.G, PTA Vice President, Vice Chairman.
3. Dr. Ajesh. C.R, Asst. Prof. of Physical Education, Co-ordinator.
4. Sri. Rajendran, PTA Representative.
5. Sri. Gopalan, PTA Representative.
6. Confidential, Students Representative.

#### **27. Library Advisory Committee**

1. Smt. Tessymol George, Asst. Prof. of Economics, Convenor & Teacher in charge
2. Smt. Jayasree. A, Asst. Prof. of Hindi, Member
3. Smt. Nithya.V, Asst. Prof. of Hindi, Member
4. Sri. Ismayil P, Asst. Prof. of Economics

#### **28. Generic Elective Course**

Smt. Tessymol George, Asst. Prof. of Economics, Co-ordinator

#### **29. ORICE**

Dr. Ajesh. C.R, Asst. Prof. of Physical Education, Nodal Officer

#### **30. CBCSS Co-ordinator**

Smt. Tessymol George, Asst. Prof. of Economics

#### **31. Students Grievance Redress Cell (CCSS)**

1. Dr. Ganesan.D.A, HOD of Political science, Convenor.
2. Dr.Johnson.K.A, Assistant Professor of Economics, Member.
3. Dr. Vijayan K, HOD of Hindi.

#### **32. N.S.S Programme Officers**

1. Smt. Jayasree.A, Asst. Prof. of Hindi
2. Smt. Chinchu Sree D S, Asst. Prof. of English

### **33. NSS Advisory Committee Members**

1. Principal, Chairman.
2. Smt. Chinchu Sree D S, Asst. Prof. of English (NSS Officer Unit 09), Member
3. Smt. Jayasree. A, Asst. Prof. of Hindi (NSS Officer Unit 16), Member
4. Smt. Bindhu Muraleedharan (Ward Member West Eleri Grama Panchayath), Member
5. Smt. Shanthi Kripa (Ward Member West Eleri Grama Panchayath) Member
6. Sri. Soji. M. Sebastian, Associate Prof. of Commerce, Member
7. Dr. Ganesan. D.A, Asst. Prof. of Political Science, Member
8. Smt. Nithya. V, Asst. Prof. of Hindi, Member

### **34. Women Cell**

1. Smt. Nithya.V, Assistant Professor of Hindi, Convenor.
2. Dr. Johnson.K.A, HOD of Economics, Member.
3. Dr. Ganesan D A, HOD of Political Science, Member
4. Smt. Tessymol George, Assistant Professor of Economics, Member
5. Smt. Jayasree.A, Assistant Professor of Hindi, Member
6. Smt. Suprabha K, Assistant Professor of Economics, Member

### **35. PTA Staff Representatives**

1. Dr. Prakashan. K, Asst. Prof. of Commerce, Secretary
2. Sri. Sasi. C.T, Asst. Prof. of History, Member
3. Dr. Ganesan D A Asst. Prof. of Political Science, Member
4. Smt. Tessymol George, Asst. Prof. of Economics, Member
5. Sri. Prasad P J, Asst. Prof. of Commerce, Member

### **36. Scholarships**

Smt. Suprabha K, Assistant Professor of Economics, Nodal Officer

### **37. AISHE/KSHE**

Dr. Ajesh.C.R, Asst. Prof. of Physical Education, Nodal Officer

### **38. College Master Time Table Co-ordinator**

Dr. Ganesan.D.A, Asst. Prof. of Political Science

### **39. Punching Nodal Officer**

Dr. Babu.C, Asst. Prof. of Economics

### **40. Career Guidance Cell**

Sri. Ismayil P, Assistant Prof. of Economics, Convenor

### **41. UG/PG Admission Nodal Officer**

Mr. Soji M Sebastian, Associate Prof. of Commerce

### **42. SC/ST Cell**

Dr. Prakashan. K, Asst. Prof. of Commerce, Convenor

### **43. OBC Cell**

Dr. Babu.C, Asst. Prof. of Economics, Convenor

### **44. Minority Cell**

Mrs. Nithya. V, Asst. Prof. of Hindi, Convenor

#### **45. Staff Club**

1. The Principal, President
2. The Senior Superintendent, Vice President
3. Smt. Tessymol George, Asst. Prof. of Economics, Secretary
4. Smt. Smitha P, Senior Clerk, Joint Secretary
5. Dr. Babu. C, Asst. Prof. of Economics, Treasurer
6. Smt. Jayasree. A, Asst. Prof. of Hindi, Member
7. Sri. Hareendranathan. P, Guest Lecturer, Physics, Member
8. Sr. Sreekumar K V, Clerk, Member
9. Sri. Anwar Sadiq.P, Office Attendant, Member

#### **46. Research & Publication Committee**

1. The Principal, Chairman
2. Dr. Ashraff P.C Asst. Prof. of Malayalam, Co-ordinator
3. Dr. Ajesh. C.R, Asst. Prof. of Physical Education, Member
4. Dr. Johnson. K.A, Asst. Prof. of Economics, Member
5. Sri. Prasad P J, HOD of Commerce, Member

#### **47. Academic Monitoring committee**

- 1) Dr. Ashraff. P.C, Asst. Prof. of Malayalam, Co-ordinator
- 2) All major HOD's

#### **48. YIP Facilitator**

Dr. Ajesh.C.R, Asst. Prof. of Physical Education

#### **49. Jeevani**

1. Principal, Chairman
2. Dr. Prakashan K, PTA Secretary
3. Smt. Nithya. V, Jeevani Co-ordinator/Teacher in charge
4. Dr. Sunny Mathew P, Consultant psychiatrist, District Hospital Kanhangad
5. Sri. Nikhil Sharma M, Senior Superintendent

#### **50. Online Management System**

Dr. Babu.C, Asst. Professor of Economics, Nodal Officer

#### **51. Students for Society**

Dr. Prakashan K, Assistant Professor of Commerce, Convenor

#### **52. PFMS**

- 1) Dr. Babu.C, Asst. Prof. of Economics, Nodal Officer
- 2) Head Accountant, Member

#### **53. College Co-operative Society**

1. Sri. Sasi.C.T, Asst. Prof. of History, President
2. Sri. Prasad P J, Associate Prof. of Commerce, Secretary

#### **54. Alumni Co-ordinator**

Smt. Jayasree.A, Asst. Prof. of Hindi

#### **55. KIIFB – Nodal Officer**

Dr. Ashraff PC, Asst. Prof. of Malayalam

## **56. Returning Officer, College Students Union Elections**

## **57. Connect to Campus**

Sri. Ismayil P, Asst. Prof. of Economics

## **58. Sradha Committee (College Hostel)**

1. Principal
2. Vice Principal
3. Tessymol George, Assistant Professor of Economics
4. Hostel Warden
5. PTA Vice President
6. Exercise Circle Inspector
7. Santhikripa, Ward Member, Ward No. 04, West Eleri Grama Panchayat
8. Bindu Muraleedharan, Ward Member, Ward No.12, West Eleri Grama Panchayat
9. Students Representatives – 1 Year : Abhishek P (I B.Com)  
Joy(BA Political Science) III Year: Anshiya Nazar (BA Economics)

II Year: Angel

## **59. Nerkoottam Committee**

1. Principal
2. NSS Programme officer
3. PTA Vice President, Member
4. PTA Executive Committee Member, Member
5. Exercise Circle Inspector, Member
6. Santhikripa, Ward Member, Ward No. 04, Member
7. Bindu Muraleedharan, Ward Member, Ward No. 12, Member
8. Chairperson, College Students Union & General Secretary, Member
9. General Secretary, College, Students Union, Member
10. Alen C Manoj, III<sup>rd</sup> Year BA Political Science, Member
11. Shivakami A K, III<sup>rd</sup> Year BA Hindi, Member

## **60. K Phone Nodal Officer**

Dr. Babu. C, Asst. Prof. of Economics

## **61. Hunger free Campus Nodal Officer**

Dr. Babu. C, Asst. Prof. of Economics

## **62. College Website**

1. Dr. Ashraff.P.C, Asst.Prof. of Malayalam, Co-ordinator.
2. Dr.Johnson.K.A, Asst. prof. of Economics, Member.
3. Sri. Hareendranathan P, Guest Lecturer, Dept. of Physics

## **63. Gender Justice Forum**

1. Dr. Ashraff P C, Associate Prof of Malayalam, Nodal Officer

### Members

2. Smt. Rajasree R, Assistant Prof of English
3. Smt. Anusha O S, Assistant Prof of Physics
4. Smt. Smitha P, Senior Clerk
5. Sri. Abdul Rasheed C H, Clerk
6. Sruthi A, IInd M A
7. College Student Union Chairman

8. Sri. Vishnu Prasad, II<sup>nd</sup> Year BSc Physics

**64. FYUGP**

Dr. Ashraff P C, Department of Malayalam, Co-ordinator

**65. FYUGP Department Co-ordinators**

1. Dr.Prakashan K, Department of Commerce
2. Smt.Tessymol George, Department of Economics
3. Smt. Jayasree A, Department of Hindi
4. Sri. Hareendranathan P, Department of Physics
5. Dr. Ganesan D A, Department of Political Science

**66. FYUGP Faculty Advisor**

1. Nayana Narayanan, Department of Commerce
2. Smt. Suprabha K, Department of Economics
3. Smt. Rajasree R, Department of Functional English
4. Dr. Vijayan K, Department of Hindi
5. Smt. Anusha O S, Department of Physics
6. Sri. Hariprasad Varma E K, Department of Political Science

**67. Teacher's Index**

Sri. Sasi C T, Assistant Professor, Nodal Officer

**68. FYUGP Exam Monitoring Committee**

1. Chairman : Principal
2. Convenor : FYUGP Co-ordinator
3. Teacher representative male : Dr. Johnson K A, Asst. Prof of Economics
4. Teacher representative female : Smt. Nithya V, Asst. Prof of Hindi
5. PTA Vice President
6. Student Union Chairman

**69. Green Protocol**

Nodal Officer : Sri. Ismayil P, Assistant Prof of Economics

- Members : 1) Sri. Midhun P P, Department of Political Science  
2) Dr. Prakashan K, Department of Commerce  
3) Anupama P, Department of Functional English  
4) Haritha Balakrishnan, Department of Physics  
5) Keerthana K, Department of Hindi

**70. Ethics Club**

Convenor : Sri. Prasad A J, Assistant Professor of Commerce

After examine the matter in detail, it is decided to reconstitute the various committees/ cells / clubs for the academic year 2024-25 as mentioned above. Orders issued accordingly.

# Approval Valid

Digitally Approved By  
Dr. Mathews Plammoottil  
Date: 04.09.2024  
Reason: Approved

Sd/-  
Dr. Mathews Plammoottil  
Principal

To,

All teaching and non teaching faculty members

Copy To,

1. All HOD's
2. IQAC Co ordinator
3. Stock file