



# SES COLLEGE

SREEKANDAPURAM  
EDUCATIONAL  
SOCIETY

Affiliated to **Kannur University**  
Accredited by NAAC at '**B+**' Grade

SREEKANDAPURAM POST  
KANNUR DISTRICT  
KERALA, PIN:670631  
PH: 8156997733



S.E.S. COLLEGE

www.sescollege.ac.in • sescollege.skprm@gmail.com • principal.sescollege@gmail.com

## PROCEEDINGS OF THE PRINCIPAL S.E.S.COLLEGE SREEKANDAPURAM

(Dr. REENA SEBASTIAN)

No. IQAC/04/2024-25

Dated, 10<sup>th</sup> July. 2024

Sub: SES College Sreekandapuram- Constitution of Committees for 2024- 2025– Orders issued.

The Principal is pleased to constitute various committees consisting of the following members of staff.

### COLLEGE COUNCIL/ ACADEMIC COUNCIL/STAFF COUNCIL

- |                           |                                 |
|---------------------------|---------------------------------|
| 1. Dr. Reena Sebastian    | Principal In-Charge (Chairman)  |
| 2. Dr.Pradeep K V         | (HoD Economics)                 |
| 3. Sri. Samson Rajan      | (Elected Member)                |
| 4. Dr.Sajeesh T J         | (IQAC Coordinator)              |
| 5. Mrs.Anumol Thomas      | (HoD BBA)                       |
| 6. Sri. Preju K Paul      | (HoD Physical Education )       |
| 7. Smt. Nasreena P K      | (HoD History )                  |
| 8. Smt. Shyna Janardhanan | (HoD English )                  |
| 9. Smt.Rasina M P         | (HoD Mathematics)               |
| 10. Smt. Salija P V       | (HoD Chemistry )                |
| 11. Dr. Regith PP         | (HoD Physics )                  |
| 12. Smt. Jasna P          | (HoD B.Com )                    |
| 13. Sri. Deepu Jose K     | (HoD MAJMC )                    |
| 14. Mr.PrevinP F          | (Elected Member)                |
| 15. Sri Bineesh K B       | (In charge Unaided Section)     |
| 16. Smt. Veena Sashidaran | (HoD Commerce, Unaided)         |
| 17. Smt. Juni Thomas      | (HoD Computer Science, Unaided) |

## HEAD OF THE DEPARTMENTS

- |                           |  |
|---------------------------|--|
| 1. Dr.Pradeep K V         | Department of Economics:                   |
| 2. Smt. Anumol Thomas     | Department of Commerce-BBA                 |
| 3. Lt: Preju k Paul       | Department of Physical Education:          |
| 4. Smt. Nasreena P K      | Department of history                      |
| 5. Smt. Shyna Janardhanan | Department of English                      |
| 6. Smt. Rasina M P        | Department of Mathematics:                 |
| 7. Smt. Salija P V        | Department of Chemistry:                   |
| 8. Dr.Rejith PP           | Department of Physics                      |
| 9. Smt. Jasna P           | Department of Commerce                     |
| 10. Sri Deepu Jose K      | Department of Journalism and Communication |
| 11. Smt. Devakikutty      | Department of Malayalam:                   |
| 12 Smt. Shilpa            | Department of Hindi:                       |
| 12. Smt. Veena Sashidaran | Department of Commerce Unaided             |
| 13. Smt. Juni Thomas      | Department of Computer application Unaided |

## IQAC

- |                                 |  |
|---------------------------------|--|
| 1. Chairman                     | Dr. Reena Sebastian, Principal In-Charge                                 |
| 2. Representative of Management | Sri. Vinil Varghese (Manager SES)  |
| 3. Representative of Management | Prof. V D Joseph (Secretary SES)   |
| 4. IQAC Coordinator:            | Dr.Sajeesh T J   |
| 5. NAAC Coordinator             | Dr.Seena P P   |
| 6. NAAC joint coordinator :     | Smt. Shabeena Backer   |
| 7. SAAC Coordinator :           | Smt. Shyna Janrdhanan  |
| 8. IQAC member-                 | Dr.Saumya Maria Jacob (Coordinator – Research Innovations and extension) |
| 9. IQAC member-                 | Smt. Rasina M P (Coordinator - Student Support and progression)          |
| 10. IQAC member-                | Smt. Silja C (Coordinator - Curricular Aspects)                          |
| 11. IQAC member-                | Dr.Dhanya AC (Coordinator - Teaching learning and evaluation)            |
| 12. IQAC member-                | Dr.Shyni M C (Coordinator - Infrastructure and learning resources)       |
| 13. IQAC member -               | Sri. Sanish M S (Coordinator - Governance, leadership and management)    |
| 14. IQAC member -               | Sri Previn P F (Coordinator - Institutional values and best practices)   |

15. IQAC member ( Unaided)	Sri Bineesh K B
16. Smt. Veena Sashidaran	HoD Commerce Unaided
17. IQAC member ( Unaided)	Smt. Juni Thomas
18. Administrative Staff	Sri. Fais K P (Junior Superintendent)
19. Administrative Staff	Smt. Jessy Joseph (Senior Clerk)
20. Administrative Staff	Sri Vijith E V (LD Computer Assistant)
21. Administrative Staff	Sri. Akhilesh A (Mechanic)
22. Alumni Association	Dr. R K Biju
23. Chairman, Students Union	Sri.Adhithyan P
24. Member Local Society	Dr.Philomina K V (Municipal Chairperson)
25. Stakeholder Representative	Dr.Jessy N C, Principal, PKM Training College

### **DEPARTMENT QUALITY ASSURANCE CELL (DQAC)**

1. Dr.Pradeep K V	Economics
2. Lt. Preju K Paul	Physical Education
3. Smt. Nasreena P K	History
4. Smt. Punnya Prakashan A K	BBA
5. Sri. Gopalakrishnan P.R	English
6. Dr. Saumya Maria Jacob	Chemistry
7. Smt. Rasina M P	Mathematics
8. Dr.Dhanya AC	Physics
9. Smt. Jasna P	Commerce
10. Smt. Devakikutty	Malayalam
11. Smt. Raheema	Statistics
12. Smt. Juni Thomas	BCA(unaided)
13. Smt. Veena Sashidaran	HoD Commerce Unaided

### **FYUGP**

1. Smt. Anumol Thomas : - Convenor
2. Dr. Pradeep K V
3. Dr. Sreekumar N M
4. Mr. Previn P F
5. Mr. Bineesh K B
6. Mr. Adityan Thirumana

## **FYUGP DEPARTMENT COORDINATORS**

1. Dr. Sunitha joseph
2. Smt. Punnya Prakashan A K
3. Sri. Samson Rajan
4. Dr.Saumya Maria Jacob
5. Smt Silja c
6. Dr.Dhanya A C
7. Smt. Jumaila K
8. Smt. Veena Sashidaran
9. Smt.Juni Thomas

## **FYUGP EXAMINATION MONITORING COMMITTEE**

1. Dr. Reena Sebastian ( Principal) - Chairperson
2. Smt. Anumol Thomas (FYUGP Co-ordinator) - Convenor
3. Dr. Sreekumar N. M. - Teaching representatives
4. Smt. Nasreena P. K. - Teaching representatives
5. Student Union Chairman
6. PTA Vice President
7. Sri. Fayis K. P. - Office Superintendent

## **CENTRAL AND STATE GOVT. ASSESSMENT AND DATA SUBMISSION COORDINATOR**

1. AISHE Coordinator- Smt. Jumaila K
2. NIRF & NAAC Coordinator - Dr.Seena P P
3. SAAC/KIRF Coordinator - Smt. Shyna Janadhanan
4. RUSA 2 Coordinator- Dr. Pradeep kV
5. RUSA 3 Coordinator - Dr.Saumya Maria Jacob
6. RUSA 2 Purchase - Smt. Punnya Prakashan A K
7. RUSA 3 Purchase- Smt. Jasna P

## **INTERNAL COMPLAINTS COMMITTEE**

(Prevention, Prohibition and Anti Sexual Harassment of Women Employees and Students)

1. Dr. Sunitha M Joseph Convener
2. Dr. Seena P P
3. Sri. Preju K Paul
4. Smt. Shyna Janardhanan

5. Dr. Saumya Maria Jacob
6. Sri Previn P F
7. Smt. Juny Thomas
8. Dr. Lilly Latheef, Bsc MBBS
9. Swetha KP (NCC)
10. Sreya KV (NSS)

#### **STUDENTS GRIEVANCE REDRESSAL COMMITTEE**

1. Smt. Nasreena P K Convener
2. Dr. Pradeep K V
3. Smt. Rasina M P
4. Smt. Salija P V
5. Smt. Jasna P
6. Sri. Sanish M S

#### **DISCIPLINE COMMITTEE**

(Students Discipline, Code of Conduct for students)

1. Sri. Vinil Varghese, Manager, SES College
2. Dr. Reena Sebastian, Principal In-Charge Chairman
3. Dr. Sunitha Joseph Convener
4. Dr. Pradeep K V
5. Smt. Anumol Thomas
6. Sri. Preju K Paul
7. Smt. Nasreena P K
8. Smt. Shyna Janardhanan
9. Smt. Rasina M P
10. Smt. Salija P V
11. Dr. Rejith P
12. Smt. Jasna P
13. Sri. Deepu Jose K
14. Sri Bineesh KB
15. Sri. Fais K P
16. Vice President, College PTA
17. Adithyan Thirumana College Union Chairman, Ex Officio

### **ANTI RAGGING CELL**

1. Dr.Pradeep KV Convener
2. Dr.Sunitha Joseph
3. Sri. Samson Rajan
- 4 Smt. Jumaila K
- 5 Krishnan KK (PTA Vice President)
- 6 Sri. Fais K P
- 7 Smt. Veena Sasidharan
- 8 Smt. Deepthi K
- 9 Sri. Muneer Sub Inspector of Police, Sreekandapuram
- 10 Ist year student
- 11 Adithyan Thirumana College Union Chairman,

### **ANTI RAGGING SQUAD**

1. Dr.Sunitha Joseph Convener
2. Smt. Shabeena Backer
3. Smt. Saumya Maria Jacob
4. Dr.Shyni M C
5. Sri. Previn P F
6. Mr.Adithyan Thiruman Chairman, Students' Union
7. Vyshnav KK (English Dept.)
8. Theertha K P (Chemistry Dept.)
9. Siddarth Krishna K (BBA Dept.)

### **INTERNAL ASSESSMENT GRIEVANCE AND INTERNAL EXAMINATION COORDINATION COMMITTEE**

(Internal assessment grievance, Model Exams, Internal Exams, Software for internal Assessment - Exam and Special Time table, Notices, Question Papers, Documentation of duty, Attendance, Absentees)

1. Dr. Pradeep K V Convener
2. Smt. Nasreena P K
3. Sri. Samson Rajan
4. Sri. Deepu Jose K
5. Smt. Sheena K (Unaided)

6. Smt. Juny thomas J (Unaided)

### **ACADEMIC & ADMINISTRATIVE MONITORING COMMITTEE**

(Academic Calendar, Action Plans, Internal Assessment, ATR, AAA, Model exams, Courses- Bridge , Seminars and Programmes, MOOC, Online courses, PBAS, Performance Appraisal, Slow learners and advanced learners programme, Curriculum feedback)

1. Smt. Anumol Thomas Convener
2. Dr.Seena P P
3. Dr.Sunitha Joseph
4. Sri. Samson Rajan
5. Smt. Silja C
6. Smt. Jasna P
7. Sri. Sanish M S
8. Sri. Bineesh K B

### **EXTENSION ACTIVITIES COMMITTEE**

1. Dr.Sunitha Joseph Convener
2. Sri. Preju K Paul
3. Dr.Shyni M C
4. Mr.Deepu Jose
5. Sri Fais K P
6. Smt.Veena Sasidharan

### **MINORITY CELL**

1. Ms.Rasina M P
2. Shalaba K B Com
3. Sreelakshmi PV Chemistry

### **OBC CELL**

1. Mr.Sanish M S
2. Rosemariya English 3<sup>rd</sup> year
3. Sanusha BBA 2<sup>nd</sup> year

### **SC/ST CELL**

1. Ms.Jasna P
2. Ramjith KV II B Com
3. Aswathi ES II B Com

## **RESEARCH DEVELOPMENT COMMITTEE**

1. Dr. Saumya Maria Jacob Convener
2. Dr.Sreekumar N M
3. Dr.Pradeep K V
4. Dr.Sunitha Joseph
5. Dr.Dhanya A C
6. Dr.Rejith P P
7. Dr.Shyni M C

## **PURCHASE & COLLEGE DEVELOPMENT COMMITTEE**

(Infrastructure Augmentation, Beautification, Maintenance, Purchase of Equipment, Furniture, Repairs, Stock register, reporting to Management through Principal)

1. Dr.Dhanya A C Convener
2. Sri. Preju K Paul
3. Smt. Salija P V
4. Sri. Fais K P
5. Smt. Vidya E V
6. Sri. Padmakumar S T
7. Smt. Bhavya Surendran

## **LIBRARY ADVISORY COMMITTEE**

(Library Books, Journals, ILMS, Automation, Library arrangement, Registers)

1. Dr. Reena Sebastian, Principal In-Charge, Chairman
2. Sri. Gopalakrishanan P R Convener
3. Smt. Bhavya Surendran College Librarian
4. Smt. Nasreena P K
5. Smt. Shabeena Backer
6. Mr.Adithyan Thirumana Chairman, College Students Union (Ex Officio)
7. Sreya KV IIIrd Year Chemistry



### **WEBSITE & MEDIA COMMITTEE**

(Website updating, Advertising, News and Events, Achievements, Publicity, E contents, College Blogue, YouTube, Recorded video classes, online question bank, Online PPT)

1. Sri. Deepu Jose K Convener
2. Sri. Gopalakrishnan P R
3. Sri. Previn P F
4. Sri. Bineesh K B

### **STUDENT WELFARE COMMITTEE-**

(Student welfare Programmes, Gender equality Programmes, Gender Audit, Students' Uniform)

1. Smt. Shyna Janardhanan (Scholarship) Convener
2. Smt. Nasreena P K (Endowment )
3. Smt. Silja C (Students Aid fund)
4. Smt. Juny Thomas
5. Smt. Veena Sasidharan

### **WOMEN CELL-**

(Girl Student's welfare and Empowerment Programmes, Gender equality Programmes, Girls Elderly Mentoring, Girl's Dress Code, Girls Room in charge)

1. Smt. Punya Prakasan Convener
2. Dr. Sunitha Joseph
3. Smt. Shabeena Backer
4. Dr. A C Dhanya
5. Smt. Jumaila K

### **ALUMNI ASSOCIATION COMMITTEE**

1. Smt. Salija P V Convener
2. Sri. Preju K Paul
3. Smt. Shyna Janardhanan
4. Smt. Rasina M P
5. Dr. Rejith P P

## **WOMENS HOSTEL COMMITTEE**

- |                           |                           |
|---------------------------|---------------------------|
| 1. Dr. Reena Sebastian    | Principal In-Charge       |
| 2. Smt. Anumol Thomas     | Warden                    |
| 3. Sri. Preju K Paul      | (Sports Hostel in Charge) |
| 4. Smt. Shyna Janardhanan | Deputy Warden             |

## **BUS COMMITTEE**

- |                          |          |
|--------------------------|----------|
| 1. Dr.Rejith P P         | Convener |
| 2. Dr.Pradeep K V        |          |
| 3. Sri. Preju K Paul     |          |
| 4. Smt. Nasreena P K     |          |
| 5. Smt. Punnya Prakashan |          |
| 6. Smt. Salija P V       |          |
| 7. Sri. Vijith E V       |          |
| 8. Sri. Padmakumar S T   |          |

## **NSS ADVISORY COMMITTEE**

- |                           |                                 |
|---------------------------|---------------------------------|
| 1. Dr. Reena Sebastian    | Principal In-Charge             |
| 2. Mr.Deepu Jose K        | Programme Officer               |
| 3. Smt. Shyni M C         | Programme Officer               |
| 4. Dr.Sunitha Joseph      |                                 |
| 5. Smt. Shyna Janardhanan |                                 |
| 6. Sri. Fais K P          |                                 |
| 7. Mr. Adithyan Thirumana | College Students Union Chairman |
| 8. Ms. Ananya V           |                                 |
| 9. Sreya KV (Chemistry)   |                                 |
| 10. Shamila KK (B Com)    |                                 |
| 11. Sandhra (BA English)  |                                 |

## **PUBLIC INFORMATION CLUB**

1. Dr. Reena Sebastian Principal
2. Dr. Pradeep K V Convener
3. Dr. Sunitha Joseph
4. Sri. Fais K P
5. Mr. Adithyan Thirumana

## **COLLEGE CALENDER**

1. Mr.Gopalakrishnan Convener
2. Smt Silja C
3. Mr. Previn P F

## **CLUBS**

1. Nature Club - Sri. Samson Rajan
2. Book Club - Smt. Bhavya Surendran
3. Film and Photography club Sri Sanish MS
4. Green Audit - Smt Nasreena P K
5. Energy Audit - Dr.Dhanya A C
6. Environment and water Audit - Smt. Salija P V
7. Cooperative Store- Sri. Previn P F
8. Staff Club Dr. Pradeep KV

## **OTHER RESPONSIBILITIES**

1. NCC- Lt. Preju K Paul
2. Chief of Examination : Dr.Sreekumar N M
3. University Examination Paper Charge : Dr.Reena Sebastian
4. Public Information Officer– RTI Club Dr.Pradeep K V
5. Nodal Officer Admission: Dr.Sreekumar N M
6. Nodal officer YIP : Smt. Jumaila K
7. Nodal officer (EBSB) - Sri. Gopalakrishnan P R
8. Nodal officer (UBA) - Dr.Shyni M C
9. Nodal officer NAD- Smt. Anumol Thomas

10. ASAP	Smt. Shabeena Backer
11. Anti –Drugs, Azad Sena&COTPA-	Dr.Sunitha Joseph
12. Career guidance and placement cell (Connect Carrier to Campus)–	Sri. Samson Rajan & Sri. Deepu Jose K
13. Counselling Cell –Snehitha /Gender Club	Dr.Sunitha Joseph
14. ED Club and Skill Hub coordinator –	Smt.Jasna P
15. Forum for Democracy & Social Justice (FDSJ)	Sri. Previn P F
16. KFON	Dr.Sreekumar N M
17. Green Brigade	Sri. Deepu Jose K& Dr. ShyniM C
18. Haritha Mission and Plastic free campus	Sri. Shinto Luka`
19. Computer Lab In charge	Dr.Sreekumar N M
20. PTA Secretary	Smt Punnya Prakasen
21. Institution innovation council	Smt Silja C

These committees will coordinate the curricular, co-curricular and extra-curricular activities of the college and report to the IQAC.

Principal