

The Proceedings of the Principal, Kondotty Government Arts and Science College

Dr. Abdussalam . K

order. No. A3-07/2022/Committees

Date:14/07/2022

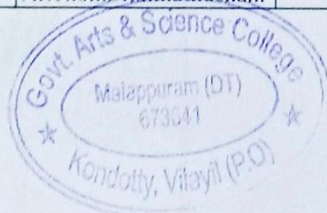
The College council met on 24/06/2022 has approved various committees being constituted for the academic year 2022-23 to ensure the smooth running of the college. The details of the committee members are attached herewith.

1. TEACHING, LEARNING & EVALUATION

Committees	Coordinator/conven	Members	Responsibilities
Admission & Orientation/Induction	Dr. Manjusha OT (UG) Ms. Shamna Narayanan E K (PG)	Principal	Admission and arrange orientation class for the new comers.
		Ms. Muhsina M	
		Mr. Shijin P	
		Ms. Shamla T	
		Mr. Arshak K	
		Mr. Haris M	
		SS Office Section Clerk	
Tutorial/ Mentoring/ Remedial	Ms. Mumthaz C H	Mr. Bassam K	Prepare a plan for the tutorial work of the college and maintain record of the same.
		Mr. Mujeeb Rehiman	
		Ms. Mufeeda V K	
		Jeevani counsellor	
Timetable	Mr. Praveen Raj K	Principal	Make timely corrections in the master time table.
		Mr. Haris M	
Internal Examination	Dr. Ashraf P K	Mr. Bassam. K	Conduct internal exams in each semester and prepare progress
		Mr. Abin K I	
University Exam	Dr. Mubeen M	Dr. Ratheesh K P	As per Guidelines
LMS- Moodle/ DRP	Dr. Ratheesh K P	Mr. Abdul Nasar K	
ASAP and Skill Development	Dr. Abdussalam K	Mr.Moidheen Kutty K Kallara	Co-Ordinate ASAP State cell activities
		Mr.Shijin. P	

2. RESEARCH, CONSULTANCY & EXTENSION

Research/conference Committee	Dr. Abdul Latheef V	Dr. A I Vilayathullah	As per Guidelines
		Dr. Joymon Joseph P	
		Dr. Abdussalam K	
		Dr. Abida Farooqui	
		Dr. Ratheesh K P	
		Mr. Shihabudheen P Mr. Abdul Nasar K	
Information Officer	Mr. Shihabudheen P	Senior Superintendent	..
NSS PO	Mr.Thohir Kunnathuchalil		..



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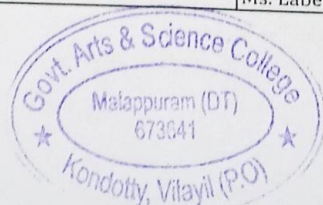
Library Advisory	Ms. Shamla T	Dr. Ashraf P K	"
		Mr. Moideen Kutty K	
		Dr. Indulekha K R	
		Librarian	
CUSSP/CUCSS	Dr. Ashraf. K	All Tutors	Co-Ordinator-Compulsory Social service Audit course and open courses for Vth Semester
Media and digital wing	Moideen Kutty K	Praveen Raj K	"

3. INFRASTRUCTURE & LEARNING RESOURCES

Computer & Accessories (Technical Committee)	Mr. Shihabudheen P	Dr. Ratheesh K P	To provide everything required for electronic Systems
		Mr. Thohir Kunnathuchalil	
		Ms. Mufeeda V K	
Website	Dr. Abdul Latheef V	Ms. Mufeeda V K	Updating of college website.
E-Dusat/ORICE/ E-content centre	Ms. Muhsina M	Mr. Mujeeb Rehiman	
CDC	Dr. Abdul Latheef V	Dr. Abdussalam K	As per Guidelines
Health Fitness & Sports Club	Dr. Abdussalam K	Mr. Haris M	fitness for all - move
		Mr. Arshak	
		Smt. Rasha	
Infrastructure Management and Maintenance	Mr. Abdulatheef Kampuravan	Dr. Abdulatheef V	All Infrastructure management and maintenance
		Dr. Abdussalam K	
		Dr. Abida Farooqui	
		Dr. Ratheesh K P	
		Mr. Shijin P	
RUSA	Mr. Abdulatheef Kampuravan	Dr. Abdul Latheef. V	Dr. Ratheesh K P
		Dr. Abdussalam K	Mr. Shihabudheen. P

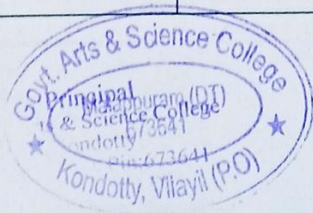
4. STUDENT SUPPORT

Election Returning Officer	To be nominated		To conduct elections
Staff Advisor	To Be Nominated		
Fine Arts Advisor	To Be Nominated		
Staff Editor	To Be Nominated		
Committee for SC/ST	Mr. Praveen Raj K	Ms. Shamla T	
Minority Cell/OBC Cell	Ms. Rasiya TP	Mr. Moideen Kutty K	
Liaison officer for PWD students	Mr. Abdul Nasar K	Ms. Labeeba M	
Film Club	Ms. Shamna Narayanan E K	Mr. Praveen Raj K	As per guidelines
		Ms. Labeeba M	



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Nature Club	Mr. Praveen Raj K	Ms. Salih Rehmani	As per guidelines Dr.Manjusha. O. T Dr.Indulekha K R
		Mr. Mujeeb Rehiman	
ED Club	Mr. Abdul Nasar K	Mr. Abin KI	As per Guidelines
IEDC/EYL	Mr. Shijin P	Mr. Abdul Nasar K	As per Guidelines
Tourism Club	Dr Abdussalam K	Mr. Abin	"
Students Handbook	Dr. A I Vilayathullah		
Science Club	Dr. Manjusha O T	Dr. Vandana P T	
Anti HarassmentCell/ICC	Dr. Abida Farooqui	Ms. Mumthaz C H	Mr.Shijin. P
		Dr. Vandana P T	
Anti-Ragging Cell	Dr. Abdussalam K		As per guidelines
Anti-narcotic Cell	Mr. Thohir Kunnathuchalil NSS PO	Chairman, College Union	"
		Vice Chairman, College Union	
Placement & Career	Dr. Indulekha KR	Dr Ashraf PK	"
		Mr.Thohir Kunnathuchalil	
Scholarships	Ms. Saliha Rehmani	Mr. Shihabudheen P	"
		Ms. Mufeeda V K	"
		Mr. Mujeeb Rehiman	"
		Mr. Bassam K	"
Ethics Committee	Dr AI Vilayathullah	Mr. Arshak K	"
		Dr. Vandana P T	
Women's Cell/ Ladies Heaven	Ms. Muhsina M	Dr. Manjusha O T	As per guidelines
		Ms. Rasiya T P	
		Ms. Shamna Narayanan E K	
		Dr. Lekshmi G	
Student Grievance Cell	Ms. Labeeba M	Dr. Mubeen M	As per guidelines
		Mr. Moideen Kutty K	
Student Amenities	Mr. Praveen Raj K	Dr. Indulekha K R	All basic facilities Bus, Drinking water, etc Dr.Manjusha. O. T
		Dr. Mubeen M	
		Mr. Arshak K	
Student Counseling	Jeevani counsellor	Dr. Abdussalam K	As per guidelines
		Dr.Ratheesh K P	
		Ms. Rasiya T P	
PTA Store	Mr. Moideen Kutty K	Mr. Shijin P	"
		Rep. from students union	
College Canteen	Mr. Thohir Kunnathuchalil	Mr. Mujeeb Rehiman	"
		Ms. Labeeba M	
		Head of Accountant (Office)	
		Rep. from students union	



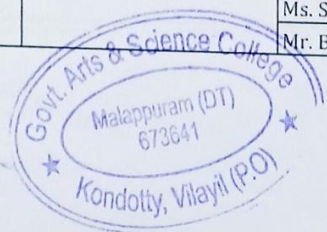
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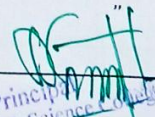
5. GOVERNANCE AND LEADERSHIP

College Council	Principal	All HOD'S	As per guidelines
		SS- office	
		Librarian	
		Staff Nominees	
IQAC	Dr. Abida Farooqui		As per guidelines
NAAC Steering Committee	Dr. Ratheesh K P	IQAC Coordinator	As per guidelines
		All HOD'S	
		Dr. Abdul Latheef K	
		Dr. Ashraf P K	
Institutional Development and Planning	Mr. Abdulatheef Kampuravan	IQAC Coordinator	As per guidelines
		NAAC Coordinator	
		Mr. Shihabudheen P	
		Dr. Abdul Lathef V	
Purchase Committee	Dr. Abdul Latheef. V	HOD'S -Major Depts	
		SS- office	
		Librarian	
Discipline Committee	Dr. Ashraf P K	Mr. Abdul Latheef. Kampuravan	As per guidelines
		Ms. Shamla. T	,
		M s. Muhsina	,
		Shijin. P	,
		Mr. Moideen Kutty K	,
		Mr. Praveen Raj K	,
		Ms. Mufeeda V K	,
		All HOD'S	,
		NSS PO	,
IQAC Coordinator	,		
AISHE(Nodal Officer)	Dr. Vandana PT		

6. INNOVATIVE PRACTICES

YIP	Mr. Abdul Nasar K	Mr. Haris M	As per guidelines
PTA	Mr. Shijin P	Dr. Ashraf P. K	"
		Dr. Abdul latheef V	"
		Mr. Shihabudheen P	"
		Dr. Mubeen M	"
		Mr. Moideen Kutty K	"
Alumni Association	Mr. Shihabudheen P	Mr. Mujeeb Rehiman	"
		Mr. Haris M	
Staff Secretary	Dr. Lekshmi. G		
Secretary Staff Club/	Dr. Indulekha KR	Mr. Praveen Raj K	
		Dr. Mubeen M	
		Ms. Shamla T	
		Ms. Saliha Rehmani	
		Mr. Bassam	




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We With You	Ms. Saliha Rehmani	Dr.Manjusha. O. T	
ARC	Dr. Mubeen M		
SIP	Dr. Lekshmi G		
Green Campus initiative	Mr. Moideen Kutty K	Praveen Raj	As per guidelines
		Thohir Kunnathuchalil	
		Shamna Narayan. E K	



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