



VIMALA COLLEGE

(AUTONOMOUS)

THRISSUR - 680 009

Nationally Reaccredited (3rd Cycle) at 'A' Grade

CGPA of 3.5 on a 4 Point Scale

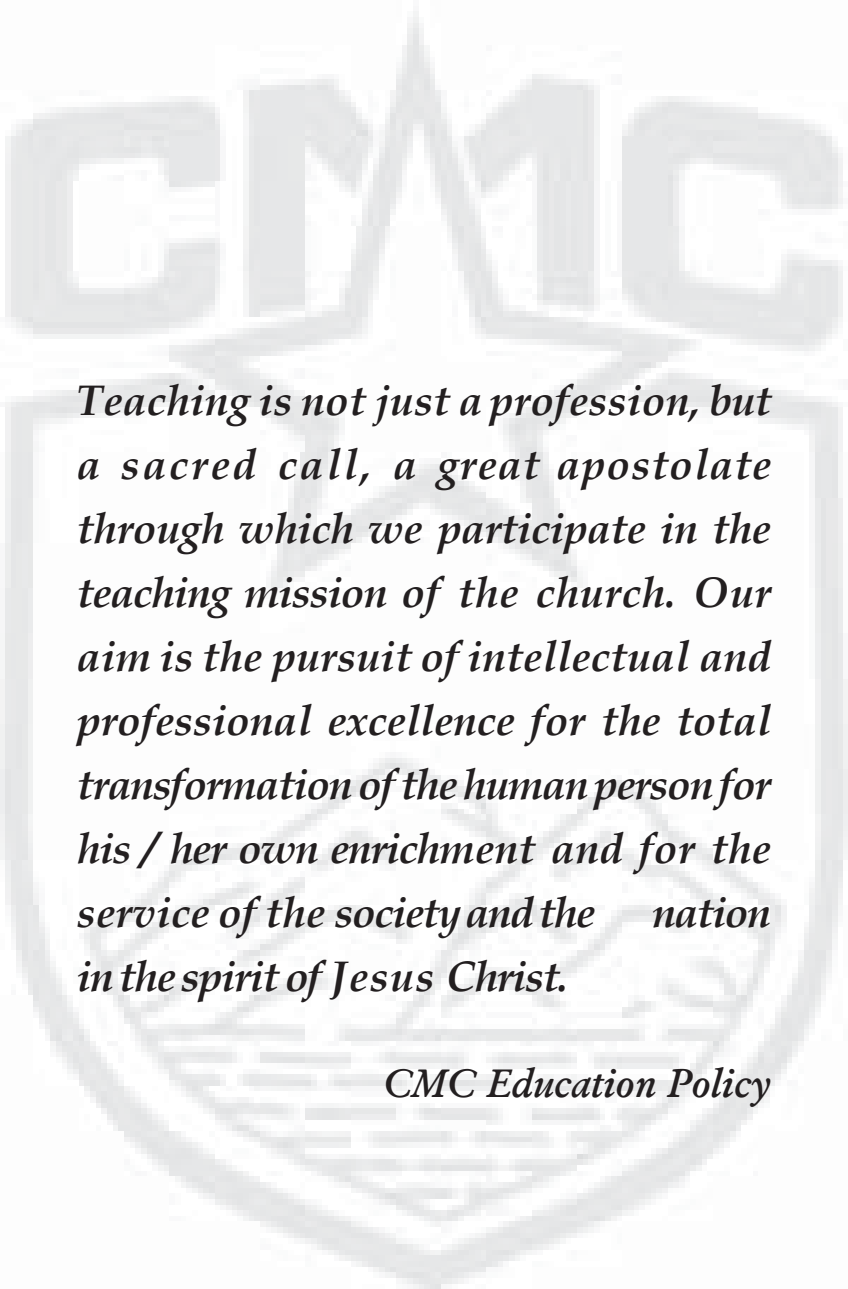
College with Potential for Excellence (CPE)

52nd position in NIRF Ranking (MHRD)

HANDBOOK & CALENDAR

2017 - 2018

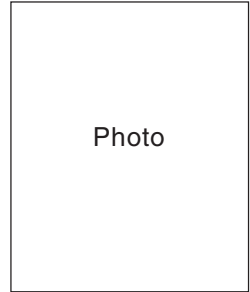
 : 0487 - 2332080
Fax : 0487 - 2321759
E-mail : mail@vimalacollege.edu.in
Website : www.vimalacollege.edu.in



Teaching is not just a profession, but a sacred call, a great apostolate through which we participate in the teaching mission of the church. Our aim is the pursuit of intellectual and professional excellence for the total transformation of the human person for his / her own enrichment and for the service of the society and the nation in the spirit of Jesus Christ.

CMC Education Policy

Personal Memoranda



Name :

Programme UG / PG / Others :

Semester / Year :

Roll No / Admission No. :

Core Course :

Blood Group :

Father's Name :

Address (Residence) :

Contact No. (Land Line) : Mob.....

E-mail :

Occupation :

Address (Office) :

Mother's Name :

Contact No. (Mobile) :

E-mail :

Occupation :

Address (Office) :

Guardian's Name : Mob.....

Hostel Address :

Phone Number (Hostel) :

Bus Boarding Point :



Vimala College, Thrissur, a first grade women’s college affiliated to the University of Calicut, is a Christian minority institution run by the Management of CMC sisters (Congregation of the Mother of Carmel) of the Nirmala Province, Thrissur.

The college is situated in Vilvattom village, Thrissur Corporation and is under the Thrissur zonal Dy. Director of Collegiate Education, for matters of payment of bills. Bifurcated in 1967 from St. Mary’s College, Thrissur, as a degree college, Vimala offers 16 Graduate and 13 Post Graduate Programmes. It is also a research centre for English, Commerce and Physics. The college has been nationally reaccredited by NACC (3rd cycle) at A Grade with CGPA of 3.5 on a 4 point scale. The UGC, Kerala State Government and University of Calicut granted the AUTONOMOUS status to Vimala College in October 2015. In 2016, the UGC conferred the prestigious ‘COLLEGE WITH POTENTIAL FOR EXCELLENCE (CPE)’ status on the College. In 2017, the college was awarded the 52nd position in National Institutional Ranking Framework by the MHRD, Government of India.

C O N T E N T

Vision and Mission statement	06
The Crest of Vimala	07
Administration Panel	08
College Anthem	09
Assembly Prayer	10
Assembly Hymns	11
Faculty on Roll	14
Administrative Staff	19
Courses	20
Principals in Succession	24
Almanac 2017 - 2018	25
Retired Teaching Staff	37
Retired Non - Teaching Staff	41
Contact Numbers	42
Manuel of Procedures and Practices	43
College Fees	45
Vimala Code of Conduct	49
Student Support Services & Activities	51
Extension Activities	59
Committees	60
Academic cum Examination Calendar	70

Vision

We envision the total transformation of the young women for their enrichment and of the society at large and the nation as a whole.



Mission

We dedicate ourselves to the mission of training women for academic excellence, development of skills and character formation based on the love of God and the service to the society and the country.



Motto

VERITAS ET AMOR

“Truth and Love”

Truth sought and lived in love.





The triangle represents God the Trinity, the community of love of the Father, the Son and the Holy Spirit.

The flame held up is the flame of truth and love to be lit up in the hearts of Vimalites.

The monogram 'AM' means AVE MARIA, the salutation of the archangel Gabriel at the dawn of redemption. It represents the Virgin Mother of God who watchfully presides over the kindling of the light of truth and love in the heart of each one of her beloved daughters through her constant intercession.

Principal

Dr Sr Marriette A Therattil

Vice Principals

Dr Sr Beena Jose

Sr Beena T L

Dean of Academics

Dr Joycee O J

Dean of Student's Welfare

Sr Beena T L

Controller of Examinations

Dr Jaya Cheriyan

Dean of Residence

Sr Teseena P Emmatty

Bursar

Sr Preetha PL

Student Chairperson

Ms. Amalendu V Joseph

COLLEGE ANTHEM

Rise Vimala rise !

Mother of Wisdom and Light!

Lead gently on!

Show us thy face divine.

 Lead us with care,

 Lead us with love,

 Lead us to the heaven of peace.

We, thy children, thy blessings implore,

Thousands do bask in the warmth of thy Love,

Teach us, thy way of Truth and of Love,

Bless us, dear Mother, we pray!

VERITAS ET AMOR - VERITAS ET AMOR

Our watchword, our beacon of Light

The star that'll lead us a shore

Hail, Vimala, our Alma Mater!

“Vimala Rasmi” will reach to the end

Spreading its sunshine of gladness

Sure to thy purity's shrine

TRUTH AND LOVE - TRUTH AND LOVE

Sure that'll lead us aright.

ASSEMBLY PRAYER

Almighty God, true source of all
knowledge and wisdom,

To you we turn, at the beginning of this day
for your special touch of blessings.

To you we commit ourselves, and all that is ours
our thoughts, words and deeds.

Prepare us to face the challenges of the day,
with honesty and integrity.

Instill in us your divine prudence,
to discern the right and the just from the wrong.

May we uphold the noble ideals of Truth and Love,
and dedicate ourselves to the service of our country,
and the larger good of all humanity.

Bless our parents, teachers, friends and enemies,
that all may come to know you, love you
and possess you in eternity.

*O! Vimala Matha, Mother of God, pray for us,
protect us and lead us to your son Jesus Christ,
the savior of the world.*

Amen.

1

ASSEMBLY HYMNS

1. Lead kindly light, amidst the encircling gloom
Lead Thou me on-
The night is dark and I am far from home
Lead Thou me on-
Keep thou my feet, I do not ask to see
The distant scene, one step enough for me.
2. I was not ever thus, nor prayed that Thou
Shouldst lead me on-
I loved to choose and see my path but now
Lead Thou me on-
I loved the garish day and spite of fears,
Pride ruled my will, remember not past years.
3. So long thy power has blessed me, sure it still
will lead me on
O'er moor and fen, o'er crag and torrent till
The night is gone.
And with the morn those angels' faces smile
Which I have loved long since and lost a while.

2

പ്രോകം മുഴുവൻ സുഖം പകരാനായ്
 സന്തോഷപഥേ മിഴിതുറക്കൂ
 കദനനിവാരണ കനിവിനുറവേ
 കാട്ടിൻനടുവിൽ വഴിതെളിക്കൂ.....

 പരീക്ഷണത്തിൻ വാൾമുനയേന്തി
 പടനിലത്തിൽ ഞങ്ങൾ വീഴുമ്പോൾ
 ഹൃദയക്ഷതിയാൽ രക്തംചിന്തി
 മിഴിനീർപുഴയിൽ താഴുമ്പോൾ
 താങ്ങായ്, തണലായ് ദിവ്യഘൃതീയായ്
 നാഥാ, താതാ കരംപിടിക്കൂ...

(പ്രോകം.....)

3

ഈശ്വരചൈതന്യം ജീവാത്മ്യം
 ഈ പ്രപഞ്ചത്തിലെ സ്നേഹാത്മ്യം
 നിറയട്ടെ നിറഞ്ഞൊഴുകിടട്ടെ
 മാനവഹൃദയനിലങ്ങളിലെന്നും
 നൽകീടാം നമുക്കുള്ളതെല്ലാം
 സ്വാർത്ഥതയില്ലാതെ സ്നേഹമോടെ
 നന്മകൾ ചെയ്തിടാം നല്ലതു ചെയ്തിടാം
 ഈശ്വര സൃഷ്ടിയായ് മാതൃകയായ് (2)
 തമ്മിൽ ക്ഷമിച്ചിടാം കരുതിടാം
 ദീനകര തേജസായ് മാറിടുവാൻ
 എങ്ങും നിറയട്ടെ ശുദ്ധതയെന്നും
 ശാന്തി സമാധാന ദൃതരാവാൻ (2)

4

हम को मन की शक्ति देना
 मन विजय करें
 दूसरों की जय से पहले
 खुद को जय करें
 हम को मन की शक्ति देना (2)

भेदभाव, भेदभाव अपने दिल से
 साफ़ कर सके
 दोस्तों से भूल हो तो
 माफ़ कर सकें
 झूठ से बचे रहें, सच का दम भरे
 दूसरों की जय से पहले
 खुद को जय करें
 हम को मन

ദേശീയഗാനം

ജനനമന അധിനായക ജയഹേ
 ഭാരത ഭാഗ്യവിധാതാ
 പഞ്ചാബ് സിന്ധു ഗുജറാത്ത് മറാഠാ
 ദ്രാവിഡ ഉത്കല ബംഗാ
 വിന്ധ്യഹിമാചല ജമുനാഗംഗാ
 ഉല്ലാപ ജലധിതരംഗാ
 തവശുഭനാമേ ജാഗേ
 തവശുഭേ ആശിഷമാഗേ
 ഗാഹെ തവജയഗാഥ
 ജനനമമംഗല ദായക ജയഹേ
 ഭാരതഭാഗ്യവിധാതാ
 ജയഹേ, ജയഹേ, ജയഹേ,
 ജയ ജയ ജയ ജയഹേ

(The following is Rabindranath Tagore's rendering of the National Anthem in English)

Thou art the ruler of the minds of all people,
 Dispenser of India's destiny.
 Thy name rouses the hearts of Punjab, Sind, Gujarat and
 Maratha the Dravid and Orissa and Bengal.
 It echoes in the hills of the Vindhya and Himalayas
 Mingles in the music of the Jamuna and Ganga
 And is chanted by the waves of the Indian sea.
 They pray for Thy blessings
 And sing Thy praise.
 The salvation of all people is in Thy hand.
 Thou, the dispenser of India's destiny
 Victory, victory, victory to Thee.

FACULTY ON ROLL

Dr Sr Marriette A Therattil CMC (Principal)

MA, M Phil Ph D Asso Prof 2328018

PG DEPARTMENT OF ENGLISH & RESEARCH CENTRE

- | | | | |
|---|------------------------|-----------|------------|
| 1. Dr O J Joycee (HOD)
(Research Guide – Calicut University) | MA, M Phil, Ph D | “ | 9746611892 |
| 2. Smt Sheeba Thattil | MA, MPhil | Asst Prof | 9446143241 |
| 3. Dr Nisha Francis Alapatt | MA, Ph D | „ | 9846725651 |
| 4. Dr Sr Tency Varghese P (Sr Suma) | MA, B Ed, M Phil, Ph D | „ | 9526736368 |
| 5. Smt Ann Mary Thomas A | MA | „ | 9496865459 |
| 6. Dr Mallika A Nair | MA, B Ed, Ph D | „ | 9495633355 |
| 7. Smt Sheeji Raphael | MA, M Ed | „ | 9947363533 |
| 8. Smt Lisa John Mundackal | MA | „ | 9995577076 |
| 9. Smt Lakshmi C M | MA, M Phil | „ | 9447878287 |
| 10. Smt Prathibha P | MA | „ | 8547556255 |
| 11. Smt Maya Davi Chalissery | MA | „ | 8547251038 |
| 12. Smt Divya C D | MA | „ | 9746386366 |
| 13. Lt Lovji K N | MA, MCJ | „ | 9605053333 |
| 14. Smt Ann Maria Jose C | MA | „ | 9496857651 |
| 15. Asst Prof on Contract | | | |
| 16. Asst Prof on Contract | | | |
| 17. Asst Prof on Contract | | | |
| 18. Asst Prof on Contract | | | |

PG DEPARTMENT OF MALAYALAM

- | | | | |
|--|------------------------------|-----------|------------|
| 1. Sr Beena T L (Sr Namitha)
(Vice Principal, HOD, Dean of Students' Welfare) | MA, B Ed | Asst Prof | 8281384282 |
| 2. Dr Hemamalini | MA, B Ed, Ph D | „ | 9946623505 |
| 3. Dr Nisha Francis O | MA, B Ed, Ph D | „ | 9495465196 |
| 4. Smt Anu P P | MA, PG Diploma in Journalism | „ | 8129622552 |
| 5. Dr Jancy K A | MA, B Ed, Ph D | „ | 9495071286 |
| 6. Asst Prof on Contract | | | |
| 7. Asst Prof on Contract | | | |

DEPARTMENT OF HINDI

1. Dr Mimi Mani Panakkal (HOD) M A, M Phil, B Ed, Ph D Asst Prof 9846241696
2. Asst Prof on Contract

DEPARTMENT OF SANSKRIT

Asst Prof on Contract

PG DEPARTMENT OF MATHEMATICS

1. Smt Swarna K L (HOD) M Sc , M Phil, PGDCA Asso Prof 9388401392
2. Smt Dolly Augustine M Sc , B Ed Asso Prof 9388018612
3. Dr Anjali Kishore M Sc , B Ed “ 9446217283
4. Smt Jincy T P M Sc , B Ed “ 9495885202
5. Asst Prof on Contract
6. Asst Prof on Contract
7. Asst Prof on Contract

DEPARTMENT OF STATISTICS

1. Dr Divya P R (HOD) M Sc , Ph D Asst Prof 9747321837
2. Smt Jismy Mathew M Sc, Phil ,, 9446109726
3. Asst Prof on Contract
4. Asst Prof on Contract

DEPARTMENT OF COMPUTER SCIENCE

1. Sr Ani Davis (Sr Amita) (HOD) MSc Asst Prof 9496135711
2. Smt Sareena Rose M Sc , M Phil ,, 9446624201
3. Sr Divya O M (Sr Jainy) M Sc , B Ed ,, 8547220515
4. Asst Prof on Contract

PG DEPARTMENT OF PHYSICS & RESEARCH CENTRE

1. Dr Malini K A (HOD) M Sc , M Phil, Ph D Asst Prof 9495220673
(Research Guide: Calicut University)
2. Dr Mini Krishna K M Sc, Ph D ,, 9495381789
(Research Guide; Calicut University)
3. Dr Veena Gopalan E M Sc, M Phil, B Ed , Ph D ,, 9495272619
(Research Guide: Calicut University)
4. Smt Dhanya Johnson M Sc ,, 9446377292
5. Smt Anjaly Jose M Sc , M Phil ,, 9947669981
6. Smt Jovia Jose M Sc , B Ed ,, 7736580041
7. Smt Laveena Varghese M Sc ,, 9446442769
8. Sri Santhosh P Jose M Sc ,, 9495634114
9. Asst Prof on Contract
10. Asst Prof on Contract

PG DEPARTMENT OF CHEMISTRY

1. Smt Lucy Paul (HOD)	M Sc , B Ed , MPhil	Asso Prof	9497800777
2. Dr Sr Beena Jose (Sr Mable)	M Sc , Ph D	Asst Prof	9562503468
(Vice Principal, Research Guide: Bharathiar University)			
3. Dr Theresa C J	M Sc Ph D	„	9847198189
4. Dr Nancy Mathew	M Sc , Ph D	„	9447786088
5. Dr Nimmy Kuriakose	M Sc , B Ed , Ph.D	“	9400606696
6. Asst Prof on Contract			
7. Asst Prof on Contract			
8. Asst Prof on Contract			
9. Asst Prof on Contract			
10. Asst Prof on Contract			
11. Asst Prof on Contract			

PG DEPARTMENT OF BOTANY

1. Dr Sheela George V (HOD)	M Sc , Ph D	Asso Prof	9447579935
2. Dr Sheeja T Tharakan	M Sc , B Ed , Ph D , PDF	Asst Prof	9447991558
3. Dr Manju Madhavan	M Sc , B Ed , Ph D	„	9495060007
4. Smt Smitha P S	M Sc	„	9400975042
5. Asst Prof on Contract			
6. Asst Prof on Contract			
7. Asst Prof on Contract			
8. Asst Prof on Contract			

PG DEPARTMENT OF ZOOLOGY

1. Dr Kezia Kuruvila (HOD)	M Sc , Ph D	Asso Prof	9495223132
2. Dr Honey Sebastian	M Sc , Ph D	Asst Prof	9744634636
3. Dr Petrisia Joseph	M Sc , B Ed , Ph D	„	9447781964
4. Dr Feebarani John	M Sc , Ph D	„	9447459761
5. Dr Sheeba P	M Sc , Ph D	„	9447235286
6. Asst Prof on Contract			
7. Asst Prof on Contract			
8. Asst Prof on Contract			

PG DEPARTMENT OF HOME SCIENCE

1. Dr Karuna M S (HOD)	M Sc , Ph D	Asso Prof	8714806515
Research Guide	1) Bharathiyar University Coimbatore		
	2) Vinayaka Missions Uty, Salem		
	3) Mother Theresa Women's Uty, Kodaikanal		

2.	Smt Thomas Ruby Mariamma	M Sc	Asst Prof	9745346466
3.	Smt Mony Geege	M Sc	„	9495983658
4.	Asst Prof on Contract			
5.	Asst Prof on Contract			
6.	Asst Prof on Contract			
7.	Asst Prof on Contract			
8.	Asst Prof on Contract			
9.	Asst Prof on Contract			
10.	Asst Prof on Contract			
11.	Asst Prof on Contract			
12.	Asst Prof on Contract			
13.	Asst Prof on Contract			

P G DEPARTMENT OF ECONOMICS

1.	Dr Vimala M (HOD)	MA , M Phil, Ph D	Asst Prof	9495740051
	(Research Guide: Calicut University)			
2.	Smt Sitara V Attokkaran	MA , B Ed	„	9847327136
3.	Dr Mary Thomas K	MA , B Ed, Ph D	„	9495884227
4.	Dr Sneha Gopeekrishna	MA , Ph D	„	9446519949
5.	Smt Dhanya Shankar K S	MA Economics &	„	9446877018
		MA International Relations		
6.	Asst Prof on Contract			

DEPARTMENT OF PSYCHOLOGY

Dr Sinto P Anto	M Sc, Ph D	Asst Prof	9847690298
-----------------	------------	-----------	------------

DEPARTMENT OF HISTORY

Asst Prof on Contract

DEPARTMENT OF POLITICAL SCIENCE

Smt J Anuja	MA , M Phil	Asst Prof	9961191969
-------------	-------------	-----------	------------

PG DEPARTMENT OF SOCIOLOGY

1.	Dr Sara Neena T T (HOD)	MA , MPhil , Ph D	„	9447672553
----	-------------------------	-------------------	---	------------

Research Guide :

- 1) MG University, Kottayam
- 2) Mother Theresa Women's Uty., Kodaikanal
- 3) Bharathiyar Uty., Coimbatore

Vimala College ●

2. Dr Shinju V MA, Ph D Asst Prof
Research Guide : Bharathiyar University

3. Asst Prof on Contract

4. Asst Prof on Contract

5. Asst Prof on Contract

6. Asst Prof on Contract

PG DEPARTMENT OF COMMERCE & RESEARCH CENTRE

1. Smt Rose V J (HOD) M Com Asst Prof 9846826651

2. Sr Teseena P Emmatty M Com, B Ed ,, 9496403089
(Sr Tissa) (Dean Of Residence)

3. Dr Preema Rose Nichlavose M Com, B Ed, M Phil, Ph D “ 9633377413

4. Smt Nisha Leela Jose M Com, B Ed, MBA ,, 8606496306

5. Dr Salini K M Com, MBA, Ph D ,, 9446875587

6. Sri Jins C G M Com ,, 8086850773

7. Sri Sojan Joseph M Com ,, 9846625573

8. Smt Jilu Varghese M Com ,, 9605701722

9. Asst Prof on Contract

10. Asst Prof on Contract

11. Asst Prof on Contract

12. Asst Prof on Contract

PG DEPARTMENT OF SOCIAL WORK

1. Dr Jaya Cherian M S W, Ph D Asso Prof 9495997867
(Research Guide : IGNOU, Controller of Examinations)

2. Dr Asha P Rao (H O D) M S W, M Phil, LLB, Ph D ,, 9447148227

3. Dr Minimol K M S W, Ph D ,, 9495875418

4. Smt Treesa T Pulickal M S W, M Phil Asst Prof 8547248573

5. Asst Prof on Contract

DEPARTMENT OF PHYSICAL EDUCATION

1. Smt Hemalatha V M P Ed,
PG Diploma in Yoga Asst Prof 9446180024

2. Asst Prof on Contract

ADMINISTRATIVE STAFF

Sr Preetha P L (Sr Ann Grace)	Jr Supdt	9961183089
Sr Limcy Raphael (Sr Limcy Maria)	HA	9605256236
Smt Kavitha Jacob	Senior Clerk	9400282361
Sr Vineetha Varghese (Sr. Lin Rose)	„	8281068013
Smt Jini Joy A	LD Store Keeper	9061659072
Smt Limcy K T	Clerk	7559824951
Sr Juby T S (Sr Juby Maria)	„	9497163852
Smt Sheela P O	„	9744974854
Smt Saritha K A	„	9048766853
Smt Joysy Davis A	„	9745598195
Smt Mary M J	Lib Asst	9048615349
Smt Bindhu Paul	“	8606824401
Smt Jessy C J	“	9495091106
Smt Simmi K G	“	9605977576
Smt Rosy K J	Herbarium Keeper	9526819020
Smt Merina A D	Lab Asst	9446619649
Smt Stella P J	„	9539787856
Smt Kochuthressia V V	„	9846182589
Smt Thresia V J	„	9497420418
Smt Seena K J	„	9387267029
Smt Ronia Sebastian T	„	9744212601
Smt Bindhu V K	„	9605318987
Smt Sherly MA	„	9847450414
Sr Liya John (Sr Agnel Maria)	„	2322890
Smt Roji PP	„	9526472356
Sri Jineesh V P	Mechanic	9605575589
Sri Lonappan E P	Off Attendant Sr Gr	9747276429
Sri Periyaswami C D	Off Attendant Sr Gr	9447772462

FACULTIES

1. **Science** : Mathematics, Statistics, Physics, Computer Science, Chemistry, Botany, Zoology, Home Science & Psychology
2. **Humanities** : Economics, Sociology, Social Work, Political Science & History
3. **Language & Literature** : English, Functional English, Malayalam, Hindi & Sanskrit
4. **Commerce**

ACADEMIC PROGRAMMES

● UNDER GRADUATE PROGRAMMES (6 SEMESTERS)

(Offered Under Choice Based Credit Semester System)

- Every UG programme includes four types of Courses :
 - A. Common courses (English and Additional Languages)
 - B. Core Course(Main)
 - C. Complementary Courses (Subsidiary)
 - D. Open Courses

Core Course	Related Complementary Courses	Sanctioned
1. Mathematics	1. Statistics 2. Physics	48
2. Statistics	1. Mathematics 2. Mathematical Economics	36
3. Physics	1. Mathematics 2. Chemistry	48
4. Chemistry	1. Mathematics 2. Physics	48
5. Botany	1. Chemistry 2. Zoology/Physics	36
6. Zoology	1. Chemistry 2. Botany/Physics	36
7. Family & Community Science	1. Chemistry 2. Botany / Physics / Zoology	36
8. Computer Science	1. Mathematics 2. Statistics	36
9. Textile & Fashion Technology *	1. Chemistry 2. Botany / Physics / Zoology	24

10. English Language & Literature	1. Social and Cultural History of Britain 2. Indian Constitution and Politics	40
11. Functional English	1. Landmarks in English Literature 2. American Literature	40
12. Economics	1. Modern Indian History 2. Sociology	60
13. Sociology	1. Basic Psychological Process 2. Indian Constitution & Politics	60
14. Malayalam Lit.	Sanskrit	40
15. B Com (Finance)		60
16. B Com (Finance) *		60

● **POST GRADUATE PROGRAMME (4 SEMESTERS)**

(Offered Under Credit Semester System)

M A / M Com / M Sc / MSW

Course	Eligibility	Strength
1. M A English	B A / B Sc	20
2. M A Economics	B A Economics	20
3. M A Malayalam	B A / B Sc	20
4. M A Sociology *	B A / B Sc / B Com	20
5. M Com	B Com	20
6. M S W	50% in U G exam, entrance test, group discussion and Personal Interview	20
7. M Sc Physics	B Sc Physics 12	
8. M Sc Nutrition & Dietetics *	B Sc Family & Community Sc / Home Sc / Clinical Nutrition & Dietetics / Food Technology / Food Science & Quality Control	12

9. M Sc Home Science (Textile & Costume Science)*	B Sc Family & Community Sc. / B Sc Home Sc. / Any life Science / B Sc Fashion Technology	12
10. M Sc Chemistry*	B Sc Chemistry	12
11. M Sc Zoology *	B Sc Zoology 12	
12. M Sc Botany*	B Sc Botany	12
13. M Sc Mathematics*	B Sc Mathematics	15

* Self financing course

DOCTORAL PROGRAMMES

Subject	Research Guide
English	1. Dr Anila Joseph MA, Ph D 2. Dr Krishnamayi A, MA , M Phil, Ph D 3. Dr Sherly M D, MA, Ph D 4. Dr Joycee O J, M A., M Phil, Ph D
Commerce	1. Dr Vasanthakumari, M Com, Ph D, PDF
Physics	1. Dr Malini K, M.Sc , M Phil, Ph D 2. Dr Mini Krishna K, M Sc, Ph D 3. Dr Veena Gopalan E, M Sc , M Phil, B Ed , Ph D

Career Oriented Add - on Courses

List of courses 2017-18

I. UGC- Add-on Courses		
No	Subject	Course Title
1	Statistics	Statistical computing and Data analysis
2	Sociology	Entrepreneurial skill development and self-employment science

II. UGC-Centre for Women's Studies		
No	Subject	Course Title
1	CWC	Certificate course on Gender Sensitization

III. State initiated Courses

1.	ASAP (Govt)
2.	NSDC (Sewing Machine Operator)
3.	DCA

IV. Departments initiated Courses - For 1st Year Students

No	Department	Course Title
1.	Physics	Environmental pollution and solid waste management
2.	Chemistry	Microsoft Office Specialist (MOS) Program
3.	Zoology	Hand embroidery and needle work
4.	Botany	Herbal Cosmetology
5.	Mathematics	Mathematics Skill Development Programme (MSDP)
6.	Home Science	1. Fashion Designing 2. Basics in Cooking
7.	Computer Science	Diploma in Multimedia communication
8.	Commerce	Leadership, Entrepreneurship and Development
9.	English	Business English
10	Social Work	Basic Skills in Counselling
11	Economics	Entrepreneurial Skill Development in Farming
12	Physical Education	Holistic approach in Yoga
13	Malayalam	Home Making

Soft Skill Enhancement Programme - For IInd Year Students

1.	Competency in Competitive Examinations
2.	Skill Development
3.	Societal Skills
4.	Wellness

V. Other Courses

1.	PSC Coaching
2.	IELTS (IDP Australia, British Council)
3.	German (Goethe Zentrum)
4.	French (Alliance Francais)
5.	UGC-NET coaching
6.	Foundation course for Civil Service
7.	PG Diploma in Nutrition and Dietetics

PRINCIPALS IN SUCCESSION

Sl. No.	Name	Years
1	Sr Stella Maria *	1967 - 1979
2	Sr Philomine *	1979 - 1981
3	Sr Canisia	1981 - 1989
4	Dr Sr Chrisologa	1989 - 1996
5	Dr Sr Sobel *	1996 - 1997
6	Dr Sr Lina	1997 - 1998
7	Dr Sr Omer	1998 - 2002
8	Sr Rose Dheera	2002 - 2006
9	Dr Sr Lekha	2006 - 2008
10	Dr Sr Lissy John Irimpan	2008 - 2014
11	Dr Sr Maries V L	2014 - 2017
12	Dr Sr Marriette A Therattil	2017 -
* <i>Expired</i>		

ALMANAC 2017 - 2018

Date	Day		JUNE 2017	Working Days
1	THU		College reopens after summer holidays Commencement of Vth Sem UG , IIIrd Sem UG & PG	1
2	FRI		First Friday mass	2
3	SAT	H		
4	SUN	H		
5	MON		Special Uniform	3
6	TUE		Interaction of students with the principal	4
7	WED			5
8	THU			6
9	FRI		Fees - Last date without fine	7
10	SAT	H		
11	SUN	H		
12	MON			8
13	TUE			9
14	WED			10
15	THU			11
16	FRI			12
17	SAT	H		
18	SUN	H		
19	MON			13
20	TUE		Commencement of 1st Sem UG	14
21	WED		International Day of Yoga	15
22	THU		Fees - Last date with fine Rs 5/-	16
23	FRI		Fees - Last date with fine Rs 10/- - Feast of Sacred Heart	17
24	SAT	H		
25	SUN	H	Ramzan	
26	MON			18
27	TUE			19
28	WED			20
29	THU			21
30	FRI			22

No. of working days : 22

Date	Day		JULY 2017	Working Days
1	SAT	H		
2	SUN	H		
3	MON		St Thomas' Day	1
4	TUE			2
5	WED			3
6	THU		Interaction of students with Principal	4
7	FRI		First Friday	5
8	SAT	H		
9	SUN	H		
10	MON		Special Uniform	6
11	TUE			7
12	WED			8
13	THU			9
14	FRI			10
15	SAT	H		
16	SUN	H	Feast of Our Lady of Mount Carmel	
17	MON		Commencement of 1st Sem PG	11
18	TUE			12
19	WED			13
20	THU			14
21	FRI			15
22	SAT	H		
23	SUN	H	Karkidakavavu	
24	MON		Commencement of 1 st internal exam for 3 rd Sem UG & PG	16
25	TUE			17
26	WED			18
27	THU			19
28	FRI		Feast of StAlphonsa	20
29	SAT	H		
30	SUN	H		
31	MON			21

No. of working days : 21

Date	Day		AUGUST 2017	Working Days
1	TUE			1
2	WED			2
3	THU			3
4	FRI		First Friday	4
5	SAT	H		
6	SUN	H		
7	MON		Special Uniform, Commencement of 1 st Internal Examination for 1 st Sem UG	5
8	TUE			6
9	WED			7
10	THU		Interaction of students with Principal	8
11	FRI			9
12	SAT	H		
13	SUN	H		
14	MON			10
15	TUE	H	Independence Day, Assumption of Mother Mary	
16	WED			11
17	THU			12
18	FRI			13
19	SAT	H		
20	SUN	H		
21	MON			14
22	TUE			15
23	WED			16
24	THU			17
25	FRI			18
26	SAT	H		
27	SUN	H		
28	MON	H	Ayyankali Jayanthi	
29	TUE		Feast of St Euphrasia	19
30	WED			20
31	THU		College closes for Onam Holidays	21

No. of working days : 21

Date	Day		SEPTEMBER 2017	Working Days
1	FRI	H	Bakrid	
2	SAT	H		
3	SUN	H	First Onam	
4	MON	H	Thiruvonam	
5	TUE	H	Third Onam	
6	WED	H	Fourth Onam, Sree Narayana Guru Jayanthi	
7	THU	H		
8	FRI	H		
9	SAT	H		
10	SUN	H		
11	MON		College reopens after Onam Holidays	1
12	TUE	H	Sreekrishna Jayanthi	
13	WED		Commencement of I st Internal Exam for 1 st Sem PG	2
14	THU			3
15	FRI			4
16	SAT	H		
17	SUN	H		
18	MON		Commencement of II nd Internal Examination for 3 rd Sem UG & PG	5
19	TUE			6
20	WED			7
21	THU	H	Sree Narayana Guru Samadhi	
22	FRI			8
23	SAT	H		
24	SUN	H		
25	MON			9
26	TUE			10
27	WED			11
28	THU			12
29	FRI	H	Mahanavami	
30	SAT	H	Vijayadasami	

No. of working days : 12

Date	Day		OCTOBER 2017	Working Days
1	SUN	H	Feast of St Therese of Lisieux	
2	MON	H	Gandhi Jayanthi	
3	TUE			1
4	WED			2
5	THU		Commencement of II nd Internal exam 1 st Sem UG	3
6	FRI		Interaction of students with Principal, First Friday	4
7	SAT	H	Alumnae Reunion	
8	SUN	H		
9	MON		Special Uniform	5
10	TUE			6
11	WED			7
12	THU		Commencement of External examination for 3 rd Sem UG & PG	8
13	FRI			9
14	SAT	H		
15	SUN	H	Feast of St Teresa of Avila	
16	MON			10
17	TUE			11
18	WED	H	Deepavali	
19	THU			12
20	FRI			13
21	SAT	H		
22	SUN	H		
23	MON			14
24	TUE			15
25	WED		Commencement of External exam for 1 st Sem UG	16
26	THU			17
27	FRI			18
28	SAT	H		
29	SUN	H		
30	MON			19
31	TUE			20

No. of working days : 20

Date	Day		NOVEMBER 2017	Working Days
1	WED		Kerala Piravi, All Saints' Day, Commencement of IV Sem UG & PG	1
2	THU		All Souls' Day	2
3	FRI		First Friday	3
4	SAT	H		
5	SUN	H		
6	MON		Special Uniform, Commencement of II nd Internal for 1 st Sem PG	4
7	TUE			5
8	WED			6
9	THU			7
10	FRI			8
11	SAT	H		
12	SUN	H		
13	MON		Commencement of II nd Sem UG	9
14	TUE			10
15	WED			11
16	THU			12
17	FRI			13
18	SAT	H		
19	SUN	H		
20	MON		Commencement of External exam for 1 st Sem PG	14
21	TUE			15
22	WED			16
23	THU			17
24	FRI			18
25	SAT	H	Interaction of students with Principal	
26	SUN	H		
27	MON			19
28	TUE			20
29	WED			21
30	THU			22

No. of working days : 22

Date	Day		DECEMBER 2017	Working Days
1	FRI		First Friday	1
2	SAT	H	Miladi Sherif	
3	SUN	H		
4	MON		Special Uniform, Commencement of II nd Sem PG	2
5	TUE			3
6	WED			4
7	THU			5
8	FRI		College Feast Day	6
9	SAT	H		
10	SUN	H		
11	MON			7
12	TUE			8
13	WED			9
14	THU			10
15	FRI		Interaction of students with Principal	11
16	SAT	H		
17	SUN	H		
18	MON			12
19	TUE			13
20	WED			15
21	THU			15
22	FRI		College Closes for Christmas	16
23	SAT	H		
24	SUN	H		
25	MON	H	Christmas	
26	TUE	H		
27	WED	H		
28	THU	H		
29	FRI	H		
30	SAT	H		
31	SUN	H		

No. of working days : 16

Date	Day		JANUARY 2018	Working Days
1	MON		College Reopens after Christmas Holidays, New Year, special uniform	1
2	TUE	H	Mannam Jayanthi	
3	WED		Feast of St Chavara Kuriakose Elias	2
4	THU			3
5	FRI		First Friday, Commencement of I Internal examination for 4 th Sem UG & PG	4
6	SAT	H		
7	SUN	H		
8	MON			5
9	TUE			6
10	WED			7
11	THU			8
12	FRI			9
13	SAT	H		
14	SUN	H		
15	MON		Commencement of 1 st Internal exam for 2 nd Sem UG	10
16	TUE			11
17	WED			12
18	THU			13
19	FRI			14
20	SAT	H		
21	SUN	H		
22	MON			15
23	TUE			16
24	WED			17
25	THU			18
26	FRI	H	Republic Day	
27	SAT	H		
28	SUN	H		
29	MON			19
30	TUE			20
31	WED			21

No. of working days : 21

Date	Day		FEBRUARY 2018	Working Days
1	THU		Commencement of 1 st Internal exam for 2 nd Sem PG	1
2	FRI		First Friday	2
3	SAT	H		
4	SUN	H		
5	MON		Special Uniform	3
6	TUE			4
7	WED			5
8	THU			6
9	FRI			7
10	SAT	H		
11	SUN	H		
12	MON		Ash Monday	8
13	TUE		Sivaratri	
14	WED			9
15	THU			10
16	FRI			11
17	SAT	H		
18	SUN	H		
19	MON			12
20	TUE			13
21	WED			14
22	THU		Commencement of II nd Internal examination for 4 th Sem UG & PG	15
23	FRI			16
24	SAT	H		
25	SUN	H		
26	MON			17
27	TUE			18
28	WED			19

No. of working days : 19

Date	Day		MARCH 2018	Working Days
1	THU			1
2	FRI		First Friday	2
3	SAT	H		
4	SUN	H		
5	MON		Special Uniform	3
6	TUE			4
7	WED			5
8	THU		Commencement of II nd Internal exam for 2 nd Sem UG	6
9	FRI			7
10	SAT	H		
11	SUN	H		
12	MON			8
13	TUE			9
14	WED		Commencement of External exam for 4 th Sem UG& PG	10
15	THU		Commencement of II nd Internal exam for 2 nd Sem PG	11
16	FRI			12
17	SAT	H		
18	SUN	H		
19	MON		St. Joseph's Day	13
20	TUE			14
21	WED			15
22	THU			16
23	FRI			17
24	SAT	H		
25	SUN	H		
26	MON			18
27	TUE			19
28	WED		College Closes For Summer Vacation	20
29	THU	H	Maundy Thursday	
30	FRI	H	Good Friday	
31	SAT	H		

No. of working days : 20

Date	Day		APRIL 2018	Working Days
1	SUN	H	Easter	
2	MON			
3	TUE			
4	WED			
5	THU			
6	FRI		First Friday	
7	SAT	H		
8	SUN	H		
9	MON		Commencement of External exam for 2 nd Sem UG	
10	TUE			
11	WED			
12	THU		Commencement of External exam for 2 nd Sem PG	
13	FRI			
14	SAT	H	Dr Ambedkar Jayanthi	
15	SUN	H	Vishu	
16	MON			
17	TUE			
18	WED			
19	THU			
20	FRI			
21	SAT	H		
22	SUN	H		
23	MON			
24	TUE			
25	WED			
26	THU			
27	FRI			
28	SAT	H		
29	SUN	H		
30	MON			

Date	Day		MAY 2018	Working Days
1	TUE	H	May Day	
2	WED			
3	THU			
4	FRI			
5	SAT	H		
6	SUN	H		
7	MON			
8	TUE			
9	WED			
10	THU			
11	FRI			
12	SAT	H		
13	SUN	H		
14	MON			
15	TUE			
16	WED			
17	THU			
18	FRI			
19	SAT	H		
20	SUN	H		
21	MON			
22	TUE			
23	WED			
24	THU			
25	FRI			
26	SAT	H		
27	SUN	H		
28	MON			
29	TUE			
30	WED			
31	THU			

RETIRED TEACHING STAFF

NAME	YEAR	PHONE
Mathematics Dept.		
Smt Gracy A M	2007	9847480799
Smt Nandhini K	2011	8547796800
Statistics Dept.		
Smt Soudamini E K	1999	2332712
Smt Annamma C C	2010	9446454589
Dr Sherly Sebastian	2016	9447002457
Dr Sr Alice Thomas	2016	9495013770
Smt Annamma Thachil	2017	9446456886
Physics Dept.		
Smt Janaky M	2000	9447711105
Smt Eliyamma M P	2000	2252726
Smt Alphonsa Zacharia	2003	9446147039
Smt Aleyamma Philip	2003	9387111987
Smt Graceamma M J	2005	2385623
Smt Reeta Paul	2007	95480 2751743
Smt Annam K O	2007	9447991510
Smt Rosily P D	2008	2336041
Dr Sr Ritty J Nedumpara	2017	9497073225
Chemistry Dept.		
Sr Canisia	1991	07652-286205
Smt Santha Kumari K	2001	2332702
Smt Thressiamma Thomas	2006	9037960585
Smt Soosi Joseph	2006	9446347702
Smt Sathy M	2008	2337977
Smt Julie T A	2011	9495465229
Smt Shoba C	2015	9446521255
Smt Mary Paul	2015	8281156061

NAME	YEAR	PHONE
Botany Dept.		
Smt Daisy Mani	1989	9746151300
Sr Alenso	1992	0485-2862275
Smt Pushpi Joseph	1998	2332136
Smt Valsa Varghese	2003	9048266757
Smt Rathnam M S	2008	9447097416
Dr Sr Serene	2015	9496417593
Zoology Dept.		
Smt Valsala Velayudhan	2000	2332285
Smt Annie P Thaliyath	2002	2449020
Smt Elizabeth Kurian	2004	9447892286
Dr Tessy J Mandy	2006	9446143392
Home Science Dept.		
Dr Sr Lina	1998	0480-2751284
Smt Yevonne Rodricks	2004	9446143392
English Dept.		
Smt C A Regina	1988	2332208
Smt Lekshmikutty M	1993	2334397
Dr Sr Chrisologa	1996	9961988490
Smt Leela P	1998	9495364388
Smt Savithri Sahasranamam	1999	2382295
Smt Philomina Alex	2002	2332584
Smt Molly M I	2003	9447959836
Dr Varghese Dolly	2004	2332359
Smt Usha Paulose	2005	9495739288
Dr Joycemol Mathew	2008	2337377
Dr Krishnakumari M P	2009	9447186195
Smt Vijayalakshmi Nair	2010	9446465575
Smt Molly Paul M	2012	9446534206

NAME	YEAR	PHONE
Dr Anila Joseph	2014	9446141782
Smt Beena Joseph	2015	9744199437
Dr Krishnamayi A	2015	9847176640
Dr Rose V V	2016	9447959388
Dr Sherly M D	2017	9895981342
Malayalam Dept.		
Smt Chinnamma K J	2000	0482-2286494
Smt Thressiamma C T	2001	9496248782
Dr Sr Lekha	2008	0480-2751284
Sanskrit Dept.		
Dr Sr Pastor	1995	2352345
Dr Parvathy K N	2013	9446143019
Hindi Dept.		
Smt Suseelakumari B	1990	9387512045
Dr Jayasree P D	2007	9446456818
Economics Dept.		
Smt Sathy A	1997	2335282
Sr Ann Jissa	2004	2391182
Smt Mary K V	2004	2425906
Smt Alice Manjooran	2007	2320782
Smt Rajalakshmi N T	2008	8089519634
Dr Maithily K	2011	9495320315
Smt Lucy M A	2015	9847327139
Sociology Dept.		
Smt Sheelamma Thomas	1999	9995045632
Smt Seethakutty	2002	9846622192
Sr Rose Dheera	2006	8606801204
Dr Sr Jincy Maria	2017	9747510586

NAME	YEAR	PHONE
Commerce Dept.		
Sri Mohanachandran	1999	2332571
Dr Abraham V L	2007	9544992636
Dr Jose K G	2007	9447843082
Dr Kamalakshy M V	2009	9447390586
Dr Narayanankutty M	2010	9446936046
Smt Mayadevi N K	2013	9446387834
Dr Sr Princy Anto	2013	8547532380
Smt Thankamma P C	2014	9495852522
Dr Lizzy E A	2014	9446940407
Dr Markose K T	2014	9447618205
Dr Sr Lissy John	2014	2391182
Smt Vijayakumari A G	2015	9496758488
History Dept.		
Smt Susan David	1999	9847959230
Smt Lissy C J	2013	9495884788
Politics Dept.		
Dr Sr Omer	2002	2200448
Psychology Dept.		
Dr Omana V G	2005	9387112745
Dept. of Social Work		
Dr Lizy James	2010	UK
Physical Education Dept.		
Smt Annie Mary Varghese	1998	9656877823
Dr Mary Antony	2016	8156993401
Librarian		
Sr Annie Felix	2007	2253152
Sr Reema	2015	9846888054

RETIRED ADMINISTRATIVE STAFF

Sl No	Name	Year	Phone
1	Sr Pia	1988	04885-236873
2	Smt Veroni T P	1990	954884266178
3	Smt Annam P M	1992	2333602
4	Sr Amala	1993	2211417
5	Sr Agricola	1994	Madhya Pradesh
6	Sr Benno	1996	2331137
7	Sr Rufilla	1996	2253152
8	Smt Alice Joseph	1997	2386545
9	Smt Cicily K P	1998	2330281
10	Sri Subrahmanian K K	1999
11	Smt Thressiamma E J	2000	2334182
12	Smt Rosy E J	2001	2211441
13	Smt Gouri P K	2001	9995456970
14	Smt Cicily P V	2001	2334425
15	Smt Cicily P L	2001	2634925
16	Sr Teresa Prabha	2001	2201770
17	Smt Lilly M M	2002	2699637
18	Smt Kathreena K V	2002	2637347
19	Smt Thressiamma M V	2002	2338272
20	Smt Annies M M	2003	2338963
21	Smt Mary C A	2004	2339715
22	Smt Aleyamma P A	2004	0480-2694225
23	Smt Anny K P	2004	2317250
24	Sr Gracelin	2005	2640172
25	Smt Rosily M C	2005	2338259
26	Smt Rosy M C	2005	2338945
27	Smt Rosakutty C K	2005	2357232
28	Smt Gracy T V	2005	2337232
29	Smt Mary P P	2005	2338724
30	Smt Mary C V	2005	9446622045
31	Smt Marykutty A D	2005	2320097
32	Smt Rosily P K	2006	9495854849
33	Smt Veronica A M	2007	2338904

Sl No	Name	Year	Phone
34	Sr Tessy	2007	0487-2352345
35	Sr Little Treasa	2007	2201770
36	Smt Mary N A	2007	2215025
37	Smt Annu Davis	2007	9746386445
38	Sr Ann Maria	2008	2253152
39	Smt Mariamma P L	2009	9495667279
40	Smt Santha P A	2009	2325229
41	Smt Karthiyani K K	2010	9961344933
42	Smt Jacinda M C	2011	9567066283
43	Smt Mary A O	2012	0480-2879898
44	Smt Elsy T D	2012	9496866641
45	Smt Alia A P (Philo)	2012	2695918
46	Sr Ann Therese	2016	9946772725
47	Smt Elsy MV	2016	9947695192
48	Sr Litty Raphael	2017	8281068014
49	Sr Alvin	2017	8281610412

CONTACT NUMBERS

Convent : 0487 2332380

Vimala College Hostel : 2332066, 2332485, 2320343

UNIVERSITY OF CALICUT

Ph: 0494-2401144 to 52, 2401665 to 72

Office

Vice Chancellor	0494 - 2400241
Pro-Vice Chancellor	0494 - 2400243
Registrar	0494 - 2400252
Controller of Examination	0494 - 2400291
PRO	0494 - 2407230
Finance Officer	0494 - 2407123
Dean of Student Welfare	0494 - 2407353
Pareeksha Bhavan B.Com	0494 - 2407210
B.A.	0494 - 2407223
B.Sc.	0494 - 2407214
P.G.	0494 - 2407206

MANUEL OF PROCEDURES & PRACTICES

❖ Rules of Admission

- The college adheres to the rules and regulations stipulated by the University of Calicut, State Government and UGC norms
- Admission procedure commences soon after the publication of the results of the qualifying examinations
- Detailed information :
The institution website : <www.vimalacollege.edu.in>
- Application forms to be downloaded from website and submitted online
- Provisional selection list will be published in the college website
- Confirmation after personal interview with the Principal, scrutiny of certificates and remittance of the prescribed fees

❖ Documents to be produced for scrutiny :

1. Admit Card
2. Transfer Certificate from School/College last attended
3. Course and Conduct Certificate from the Head of the Institution
4. Original Mark list
5. Migration Certificate (in the case of applicants coming from other Board / Universities)
6. Equivalency Certificate (in the case of applicants coming from other Universities)
7. Passport size photos – 4 copies
8. Attested true copies of certificates (10 Nos)
9. Other certificates in original.
10. Income Certificate of Parents - original and one attested copy

11. NCC Certificate : Signed by the Director and issued by the Directorate of NCC
 12. NSS Certificate : Signed by the respective authority
 13. Certificates concerning widows and children of Jawans and Ex-service men and Border Security Force personnel killed or disabled in an action
 14. President's badges in Scouts and Guides, outstanding records in sports and games at the district, state or university levels
 15. Catholic students (Syro Malabar) to be considered for community merit are to produce a character certificate from the Vicar of their parish in the prescribed online form
- Fees once paid will not be refunded. Candidates admitted to Self financing programmes are required to pay fees for all semesters
 - Original Certificates submitted at the time of admission will be returned only after completion of the course of study. Students are, therefore, directed to maintain at least 10 attested copies of the same before submitting the originals for admission
 - Request for certificate from college should be made at least one week prior to requirement
 - Scheduled Castes, Scheduled Tribes and other eligible communities have to produce the Community and Conversion Certificates from the authorities concerned, at the time of admission to avail fee concession and other financial aids from the Government
 - Other Backward and Forward Community students should also produce Community and Income Certificates to get the benefit of fee concession
 - Prospective candidates and their parents should read the Prospectus carefully and sign a declaration of compliance with the rules and code of conduct stipulated by the college before the payment of fees

- Unless otherwise demanded, original certificates need not to be sent along with the application. The college is not responsible for loss of any documents. Attested true copies of all relevant certificates and mark lists should be enclosed.

Course Evaluation

- Continual assessment based on the University model.
- Internal assessment - 20%
Constituents:-
 1. Test 1
 2. Test 2
 3. Assignments / Seminars and Attendance (Theory course)
Lab test / records/ viva and attendance (Practical course)
- P G : Direct Grading

COLLEGE FEES

1. Tuition fee is determined according to orders issued by the Government
2. Tuition fees and special fees will be collected at the beginning of the academic year as follows:
 - Date for payment of fees / special fees : 7th working day of the academic year
 - Payment with fine of Rs 5/- : 10th day after due date, which if holiday, the next working day
 - Payment with fine of Rs 10/- : till the 15th working day
 - After 15th working day : Name will be entered in the Register of fee defaulters. Re admission permitted with Principal's permission and fine of Rs 50/- in addition to the pending fee arrears
 - Fee arrears should be settled for claiming attendance to appear for the external examination

**FEE STRUCTURE AS PER GOVERNMENT /
UNIVERSITY OF CALICUT NORMS**

CLASS	TUITION FEE (Rs)	SPECIAL FEE (Rs)	LABORATORY (Rs)	CAUTION DEPOSIT
B.A [Eng, Eco, Soc, Mala, Fun. English]	1000	975	————	360
B.Com (Finance), B.Sc. Statistics	1000	975	————	360
B.Com (Finance)*	*	*	*	*
B.Sc. Computer Science	3000	975	250	360
B.Sc. [Physics & Chemistry]	1000	975	400	360
B.Sc. [Botany & Zoology]	1000	975	550	360
B.Sc. Family & Community Science	1000	975	550	360
B.Sc. Textile & Fashion Technology	*	*	*	*
B.Sc. Mathematics	1000	975	150	360
M.A. [Eng, Eco, Mal]	1800	940	————	600
M.Com	1800	940	————	600
M.S.W.	1800	940	————	600
M.A. Sociology *	*	*	*	*
M.Sc. Physics	1800	940	1200	600
M.Sc. Nutrition & Dietetics *	*	*	*	*
M.Sc. Chemistry*	*	*	*	*
M.Sc. Zoology*	*	*	*	*
M.Sc. Textile & Costume Science*	*	*	*	*
M.Sc. Botany*	*	*	*	*
M.Sc. Mathematics*	*	*	*	*

* Special fee structure

Note : If any further change in fee is instructed by the University, students are liable to pay it.

Special Fees	UG (Rs.)	PG (Rs.)
Admission	75	150
Calendar	30	30
Library	100	100
Magazine	50	50

Association	50	50
Medical Inspection	5	5
Athletics	100	100
Stationery	50	50
Visual Education	25	25
Student Aid Fund	5	5
University Union	75	75
Sports Affiliation	250	250
Matriculation	100	100
Recognition (Other Universities only)	110	110
Women's Cell	50	50

Fee Concession :

- Scheduled Caste, Scheduled Tribe & OEC students: Full fee concession on submission of original community certificate at the time of admission
- SC, ST & OEC students: Lump sum grant / mess fee and pocket money or stipend from the Welfare Department
- OBC / KPCR & SEBC / FC with annual family income below Rs. 1,00,000/- : Fee concession from the District Development Office of Scheduled Caste, Thrissur, on submission of concession forms, Community Certificates and Income Certificates at the time of admission. Annual renewal
- SC, ST: Full fee concession from Department of Harijan Welfare on submission of Community and Income Certificates
- Children of Government servants who died in harness on or after 1st Nov. 1956: Fee concession at government rates
- A personal Bank Account number for the purpose and Aadhar card number or Aadhar enrolment number should be quoted for all types of fee concession and scholarships

Scholarships

1. Degree University Merit Scholarship and P G University Merit Scholarship (High grades for +2 and Degree respectively)

2. The BPHFC Scholarships of the Education Department of Government of India for blind / physically disabled students
3. Hindi Scholarship
4. District Merit Scholarship (Top grades in SSLC - to be renewed every year).
5. State Merit Scholarship
6. National Merit Scholarship
7. Central Sector Scholarship (Rs. 10,000 /- per year for UG & 20,000/- per year for PG Students).
8. Kerala State Suvarna Jubilee Merit Scholarship (Rs. 10,000/- each for BPL card holders)
9. Kerala State Higher Education Scholarship
 - I Year UG - Rs. 12,000 • I Year PG - Rs. 40,000 • II Year UG - Rs. 18,000
 - II Year PG - Rs. 60,000 • III Year UG - Rs. 24,000
 - Additional amount of Rs. 3000 to the physically disabled students
 - Post Matric Scholarship (Fees & maintenance allowance) for minority communities
10. Muslim Girls' Scholarship (Paloli Committee Sch MGS)
11. Muslim Nadar Girls' Scholarship (MNS)
12. Merit cum Means Scholarship
13. Sanskrit Scholarship (SSE)
14. Single Girl Child Scholarship
15. Lakshadweep Scholarship for Lakshadweep Students
16. Music / Fine Arts Scholarship (MFAS)
17. Merit Scholarships and prizes instituted by well-wishers and benefactors of the college.

NB :-

- For information on scholarships: Newspaper, College noticeboard and website
< www.scholarships.gov.in > < www.collegiateedu.kerala.gov.in >
- Students other than SC / ST can avail only one scholarship

VIMALA CODE OF CONDUCT

1. Students must adhere to the dress code of the institute. No gold or gold coloured imitation ornaments is permitted.
2. Ragging is prohibited by law in the college campus.
3. Political activities are banned in the campus by rule (Vide: W.A.No.535 of 2003-Judgement dt 26-05-2003) of the honourable high court of Kerala. Student should not resort to Gheraos, Bandh, Harthal and any sort of violence within the campus.
4. The use of mobile phones by students in the campus is strictly prohibited, and violation of this rule will subject the student to severe disciplinary action.
5. Students are warned against presenting mass petitions to the Principal or to the Manager. They should not participate in :
 - Any agitation directed against constituted authority
 - Any meeting likely to excite disloyalty towards the Government
 - Any meeting likely to promote communal ill-feeling
 - Any activity that will cause unrest on campus
6. Plagiarism or other forms of academic dishonesty, furnishing false information to any college official, faculty or office, forgery, alteration or misuse of any college document, record, or instrument of identification, copying in examination etc. will call for strict disciplinary action amounting to suspension and dismissal.
7. Electronic devices other than for the purpose of study should not be brought to the college or hostels without the permission of the Principal.
8. Irregular attendances, insubordination to lecturers, habitual in-attention in class, obscenity in word or deed are sufficient reasons for permanent or temporary dismissal of a student.
9. No Magazine/Newspaper/subscription of any kind is allowed in the campus without the prior permission of the Principal.
10. Fund collection of any kind by students without the prior permission of the Principal is strictly forbidden.

11. Official letters addressed to the college authorities expecting response should include self - addressed stamped envelope
12. At least a week's processing time is required for certificates on request
13. Displaying notices without permission of the Principal is forbidden
14. Important information will be disseminated through notice boards, announcements over common announcement system, website and class representatives, depending on the nature of the information.
15. Non-hostellers are not allowed to enter hostel premises without prior permission of the Deans of Residence.
16. It is mandatory to wear the college identity card in campus. Duplicate identity card will be issued on formal request with declaration of parents/guardian and payment of Rs 100/-
17. Students can convene meeting only with the prior permission of the Principal. Persons who are not on the rolls of the college register will not be allowed to take part in any propaganda work in the college campus
18. College property should be handled with care. Loss, damage or destruction will be chargeable individually or collectively as the case may be.
19. The Principal has the complete authority to amend or modify any rule or regulation.

Attendance and Absence

- Attendance will be taken every hour
- Attendance, as stipulated by the University, is mandatory for all students, to appear for the end semester examination
- Minimum attendance requisition for each course: 75%
- Condonation of shortage of attendance : maximum 9 days in a semester subject to a maximum of two times during the whole period of a Degree Programme
- Benefits of attendance:
 - ◆ To attend the approved activities of college with prior concurrence of the Principal
 - ◆ Participation / attendance certificate in curricular/extracurricular activities to be produced
 - ◆ Benefits of attendance is limited in 9 days a semester

- In case of continuous absence without informing the authorities for more than 14 working days, name will be removed from the rolls. Admission to repeat courses will be within the sanctioned strength
- Students who have suffered serious health problems, on production of a medical certificate issued by a physician not below the rank of a Civil Surgeon in Government service, may be permitted to repeat the course considering her SGPA/CGPA and percentage of attendance
- Absence of a student on any day shall be with prior intimation to the Tutor. Absence must be recorded in the leave book maintained by the respective tutors. Leave application (forms, made available in the college office) should be submitted to the Tutor
- Absence for any internal examination or continual assessment conducted by faculty in class may be detrimental to the overall performance and results. No reexamination will be conducted for students absent for internal examinations
- Students will be permitted to leave the campus before class dispersal only on written request from parents/guardian
- Misbehaviour in class or campus will be severely punished. The nature of punishment will depend upon the severity of the offence and will be decided by the Tutor / Dean of Students / Principal

STUDENT SUPPORT SERVICES AND ACTIVITIES

❖ **Library**

- Library automation software : Migrating from LIBSOFT to KOHA
- Facilities :
 - Impressive collection of books, journals, periodicals, magazines, newspapers
 - D Space : Digital library
 - Media Room
 - N-List
 - Plagiarism checking service with URKUND
 - Referencing section
 - Wi-Fi
 - E-resources
- Activity : Library Club activities

● **Library Working Hours :**

Working Days - 8 a.m. to 5.00 p.m.

Saturdays - 8.30 a.m. to 3.30 p.m.

❖ **Ethics and Value Education**

- Catechism /Ethics classes: One hour per week
- Prescribed syllabus and well defined course structure
- Annual examination and Prizes

❖ **Tutorial and Mentoring**

25-30 students are placed under the care of a Tutor who is directly responsible for their academic and personal wellbeing. The third hour of every Friday is assigned as the tutorial hour. Mentoring is provided by all faculty members in the light of their personal and professional experience and expertise.

❖ **Vimala College Students Union**

Aim and Objective:

- To represent students and their concerns by providing good leadership
- To foster cordial relations among students, staff and management
- To promote healthy and responsible participation in extra curricular activities
- To instill in students the duties and rights of responsible citizens of India and comprehend the nuances of governance
- To uphold, implement and work for the ideals of the College in a befitting manner

Election : Parliamentary model as per para 6.2.4 of the J.M. Lyngdoh Commission

Report and order passed by the Supreme Court of India in SLP No. 24295/2004.

Constitution:

- General Council : All students
- Executive Committee :
Chairperson, Vice Chairperson, General Secretary, University Union Councilors, Magazine Editor, Fine Arts Secretary and Sports Secretary

Election Procedure:

- Constitution of Electoral Council: 2 elected representatives from each class
- Electoral council elects the Executive committee members
- Sports Secretary is nominated by a committee composed of the Principal, HOD of Physical Education Department and Dean of Students
- Other elected members: UG representative, PG representative, Language secretaries (English, Malayalam and English)
- The Principal is the Ex-officio Treasurer and patron of the College Union.

Eligibility to contest election:

- Possess 80% attendance in the previous year (not applicable for the First year students)
- Should have cleared all internal and external examinations held till date
- Should not have had any disciplinary action taken against them inside or outside the campus
- Students are forbidden to contest in the Union election on the label of student organization

❖ Grievance Redressal Cell

- An aggrieved student may appear either in person or be represented by such person as may be authorized to present her case
- The aggrieved student may approach any member of Cell directly or through the Tutor
- The Cell shall be guided by the principles of natural justice
- The Cell shall ensure the disposal of every application as early as possible as and not later than a month of the receipt of grievance
- Grievances regarding administration, teaching, learning, university results, and conduct of examinations, valuation, and so forth are dealt with by this cell

❖ Anti-Ragging Cell

Ragging is strictly prohibited in campus by law. The Cell handles any issues of harassment - mental, physical or sexual. Strict action will be taken against the violators.

❖ **Mobile Phone Search Squad**

A mobile phone search squad has been constituted as per directions from the government. The squad holds the right to conduct raids, confiscate mobile phones and take disciplinary action against those who bring mobile phones to the campus. Mobile phones, camera and other electronic gadgets for entertainment are prohibited in campus.

❖ **Career Guidance and Placement Cell**

Objectives :

- To cater to student progression
- To provide counselling on career options and higher studies in India and abroad
- To organize coaching classes for competitive examinations
- To provide orientation programme on job requirements
- To organize job fairs
- To collaborate with potential employers and recruiting agencies
- To document student progression

❖ **Feedback mechanism :**

- Teacher evaluation
- Exit survey
- PTA feedback
- Alumnae feedback
- Suggestion box
- Alumnae employers' feedback

❖ **Research and Consultancy Service**

Research Journal: *Vimala International Research Journal*

- Students are motivated to present paper at Regional/National/International seminars under the guidance of faculty
- Students are also encouraged to publish research articles in journals and periodicals
- Seminars/workshops/extension lecture are organized in the Department / College with the aim of inculcating research culture in students
- The Research Centres provide orientation and programmes for the PG/UG students
- Research scholars are provided all facilities to meet their academic requirements
- List of consultants and area of expertise is provided on college website

❖ **PTA**

- Functions as an advisory unit
- All parents/guardians and teachers are members of this association
- PTA Executive committee is composed of elected members
- Periodical PTA meetings organized to ensure the academic and personal wellbeing of students
- It is mandatory for all parents to attend such meetings
- Activities: PTA Award Day to honour achievers and university toppers

❖ **Alumnae Association**

Members : All former students and retired staff of the institution.

Executive members : Elected members from alumnae and faculty

Objectives :

- Maintain contact with former students and staff
- Integrate alumnae into mainstream college activities
- Constant updating of Alumnae Directory

Activities :

- Annual Get together and General Body Meeting – 2nd Saturday of October
- Organize Alumnae Chapter
- Star of Vimala Contest for outgoing students
- Alumnae Awards

❖ **Scholar Support Programme (SSP)**

The Scholar Support Programme is part of the “New Initiatives in Higher Education” initiated by the Dept of Higher Education, Govt. of Kerala. SSP aims at imparting additional support to students in curricular areas. Special classes and learning materials are also provided to the students.

❖ **Walk With Scholar Programme (WWS)**

The Walk With Scholar Programme is part of the “New Initiatives in Higher Education” initiated by the Dept of Higher Education, Govt. of Kerala. This scheme, built on the concept of mentor as ‘guide’ and ‘friend’, provides specialized mentoring programme for undergraduate students in identifying appropriate areas for higher studies as well as for employment.

❖ **ASAP (Additional Skill Acquisition Programme)**

Vimala college is a Partner Institute with ASAP Mission of the Govt. of Kerala in training graduate and postgraduate students for empanelling them as Skill Development Executives (SDE). As a Trainer Partner Institution, the college provides 21 days residential training to the student trainees on behalf of ASAP Mission. Besides, the college also offers regular ASAP training classes to I sem UG students.

❖ **Career Oriented Add-on & Certificate Courses**

Objectives :

- To provide career and entrepreneurship oriented skill development course
- To equip students to be self reliant
- Execution: Conducted on Mondays and Tuesdays
- Target Group:UG students

❖ **Sports**

Teams : Athletics, Hand Ball, Judo, Weight Lifting, Swimming, Soft Ball, Tennis, Kabbady, Tug of war, Badminton, Fencing, Basket Ball, Chess and Power Lifting.

Facilities: Sports Hostel, International Aquatics Complex, 200 meter Track, Indoor Stadium, Basket Ball Court, Volley Ball court Badminton court, Kabbady court, Table Tennis Board

❖ **NSS**

Two NSS units (200 students each)

- Aim : To promote a spirit of service to fellowmen
- Social Service

Activities :

- Free tuition to the poor school children
- Rural upliftment
- Vegetable garden
- Industrial Training
- Environmental Activities
- Home for the needy
- Mazhavillu project for IED wing of Villadom HSS (Inclusive education)

❖ **NCC**

Motto : *Unity and Discipline*

7 Kerala Girls Battalion (Indian Army Wing)

Aim :

- Inculcate qualities of character, courage, comradeship, discipline, leadership and the spirit of adventure,
- Sportsmanship and the ideals of selfless service
- Ensure general discipline in campus

❖ **Clubs, Forums and Associations**

- 30 Clubs and forums (list attached)
- Departmental Associations

❖ **Jesus Youth**

Jesus Youth is an international Catholic Youth movement active in different countries throughout the world. This charismatic missionary movement blends spirituality with social service and celebrates the theme of 'Life with God'.

❖ **AICUF**

The AICUF unit provides platform for students to develop their spirituality and leadership quality. It is helpful in cultivating responsibility, faith, social commitment and patriotic zeal in the students.

❖ **Scholarships & Freeships**

The college and its benefactors have instituted about 50 scholarships in honor of retired Principals, Heads of the Departments and members of the staff which can be claimed by deserving students.

❖ **Residential Facility**

- Vimala College Hostel: houses 320
- Sport Hostel : houses 70
- Staff residence Facility
- Convents
- Divya Hostel: Working Women's hostel

❖ **Transport Facility**

- 3 College buses
- KSRTC Ladies only

❖ **Bank**

Branch of South Indian Bank with ATM in campus

❖ **Health Care - Aerobics / Yoga Classes**

- Health Centre
- Regular medical checkup
- Aerobics and yoga training by expert trainees
- Doctor on call

❖ **Vimala College International Aquatic Academy**

Aquatic Academy includes:-

- Main Swimming pool
- Kids Pool
- Trainers' pool

❖ **Other Facilities**

- Computer Lab with Internet Facility
- Telephone Booth
- Chapel
- Bible Study Room
- Recreation Centre
- Mail Box
- Lisieux Seminar Hall
- Golden Jubilee Seminar Hall
- Conference Hall
- Fitness Centre
- Store
- Nakshtravanam
- Botanical Garden
- Medcinal plants garden
- Canteen
- Reprography
- Prayer Room
- Leisure Tower
- Multimedia Centre
- Auditorium
- Silver Jubilee Seminar Hall
- Grottos
- Indoor Stadium
- Guest House
- Enquiry
- Ret Garden
- Rockery Garden
- Garden with recreation corners
- Comfort stations (Male & Female)

❖ **Vimala Community Extension Centre (VCEC)**

1. Family Counselling Centre (FCC)

- Sponsored by the Central Social Welfare Board, Government of India
- Provides counselling service through trained counselors to students
- Service extended to Women's Cell, family court and schools in the locality

2 CHILDLINE

- **Aim:** To protect the rights of children and to ensure access to quality services to the poorest of poor.
- Partnership with the Ministry of Woman and Child Development, Govt. of India and the UNICEF
- Vimala College : A Nodal organization of CHILDLINE, Thrissur

Contact No. 1098

3. Vimala Community Aid Sponsorship Scheme (VCASS)

- Sponsored charity scheme
- Sponsors : Staff, students and wellwishers
- Beneficiary : 100 academically bright but socially and economically backward school children from the neighbouring schools

4. Vimala College Educational and Charitable Trust

- Source of Corpus fund generation : staff, students, benefactors, well wishers and alumnae
- Purpose : To provide financial assistance for the educational needs of the children of the ministerial staff of Vimala College and also that of the needy students of the college
- The college also provides incentives, books, noon meal and so on for the economically deserving students
- The assistance from the College *Students' Aid Fund* is also available to those students whose family income is very low

N B :-

- 1 Ragging, even of any simple nature is punishable.
- 2 Mobile Phones are not permitted inside the college campus.
- 3 Politics is strictly prohibited in the campus.

Administrative, Advisory, Academic and Working Committees

I. ADMINISTRATIVE UNIT

● **Governing Body**

Manager - Mother Anija

Education Councillor - Dr Sr Lissy John

Local Manager (Vimala) - Sr Alice

Local Manager (St Mary's) - Sr Sancta

Principal - Dr Sr Marriette A Therattil

Principal (St Mary's) - Dr Sr Magie Jose

Secretary - Sr Beena T L

Teaching Staff Representative

- Dr Sr Beena Jose

Non Teaching Staff Representative

- Sr Maria Paul

● **Governing Council**

Manager Nominee - Dr Sr Lissy John

UGC Nominee - Dr Kuldeep Singh Dhindsa

University Nominee, Government Nominee

- Dr Vihsnumayya Bannur

Principal - Dr Sr Marriette A Therrattil

Principal's Nominee - Dr Sr Beena Jose

Principal's Nominee - Dr Kezia Kuruville

Principal's Nominee - Dr Minimol K

● **Academic Council**

Principal - Dr Sr Marriette A Therrattil

University Nominees -

Dr K Manikandan (Psychology)

Dr Muhammed Mustafa M (Physics)

Dr A B Moideenkutty (Arabic)

HOD of English - Dr Joyce O J

HOD of Malayalam - Sr Beena T L

HOD of Mathematics - Smt Swarna K L

HOD of Physics - Dr Malini K A

HOD of Statistics - Dr Divya P R

HOD of Computer Science - Sr Ani Davis

HOD of Chemistry - Smt Lucy Paul

HOD of Botany - Dr Sheela George

HOD of Zoology - Dr Kezia Kuruville

HOD of Home Science - Dr Karuna M S

HOD of Sociology - Dr Sara Neena T

HOD of Economics - Dr Vimala M

HOD of Social Work - Dr Jaya Cherian

HOD of Commerce - Smt Rose V J

Principal's nominee - Dr Sr Beena Jose

Principal's nominee - Sr Teseena P Emmatty

Principal's nominee - Smt Hemalatha B

Representatives :

Finance - Adv Mathew George

Commerce - Dr Jose KG

Industry - Dr C R Sivasadan

Law - Adv Nancy Akkarapatty

Secretary - Dr Minimol K

● **Education Committee**

Local Manager - Sr Alice

Principal - Dr Sr Marriette A Therattil

Vice Principal - Dr Sr Beena Jose

Teaching Staff Rep - Sr Beena TL

Non Teaching Staff Rep - Sr Limcy Rapheal

Dean of Residence - Sr Teseena P Emmatty

Bursar - Sr Preetha PL

● **College Council**

Principal - Dr Sr Marriette A Therattil

Vice Principal - Dr Sr Beena Jose

Dr Joycee O J (Eng)

Sr Beena T L (Mal)

Smt K L Swarna (Mat)

Dr Malini K A (Phy)

Dr Divya P R (Stat)
Sr Ani Davis (CSc)
Smt Lucy Paul (Chem)
Dr Sheela George (Bot)
Dr Kezia Kuruvila (Zoo)
Dr Karuna M S (FCS)
Dr Vimala M (Eco)
Dr Jaya Cherian (SW)
Smt Hemalatha V (Phy Edn)
Dr Mimi Mani Panakkal (Hin)
Smt Anuja J (Pol)
Dr Sinto P Anto (Psy)

Teaching Staff

Secretary - Dr Nisha Francis Alappat
Joint Secretary - Smt Moni Geege

Jr Supt - Sr Preetha PL

Librarian - Sr Jisna Jose

IQAC Coordinator - Dr Mimimol K

Dean of Student's Welfare - Sr Beena T L

II. ADVISORY UNIT

● **IQAC**

Principal - Dr Sr Mariette A Therattil
Vice Principal - Dr Sr Beena Jose
Coordinator - Dr Minimol K
J Coordinator - Dr Sheeba P (Zoo)
J Coordinator - Smt Ann Mary Thomas (Eng)
Advisor - Dr Joycee O J
Dr Anjali Kishore (Maths)
Smt J Anuja (Pol)
Dr Sinto P Anto (Psy)
Smt Lakshmi C M (Eng)
Dr Jancy K A (Mal)
Dr V Shinju (Soc)
Dr Honey Sebastian (Zoo)
Smt Jismi Mathew (Stat)
Dr Veena Gopalan (Phy)
Smt Theresa C J (Che)

Smt Smitha P S (Botany)
Smt Ruby Mariamma (HSc)
Sr Divya O M (CSc)
Smt Nisha Leela Jose (Com)
Dr Mary Thomas (Eco)
Smt Selma Das (Hindi)
Smt Deepa Francis (SW)
Smt Hemalatha V (Ph Ed)

Jr Supt - Sr Preetha PL

Manager - Sr Alice

Nominee - Adv Mathew George

● **Student's Union**

Chairperson - Ms Amalendu V Joseph
Vice Chair person - Ms Ragina Razack
Gen Secretary - Ms Malavika P E
Joint Sec - Ms Jini Joy
Student Editor - Ms Aiswarya Pradeep
Fine Arts - Ms Malavika Jayakrishnan
UUC - Ms Mirfa KS
Ms Shyama Joy A
General Captain – Ms Linda Thomas

● **PTA Executive**

Principal - Dr Sr Mariette A Therattil
President - Sri Ceejo Chirakekkaran
Vice President - Sri Muraleedharan K S
Secretary - Sri Santhosh P Jose (Phy)
J Secretary - Smt Rose V J (Com)
Treasurer - Dr Sr Beena Jose (Che)
Members : Sri K A Tony
Sri Varghese Irimban
Sri Sebastian Chittilapilly
Sri Paulson M S
Smt Preetha Sudheer
Smt Sheela Johnson
Smt Lilly Philip
Faculty Member - Dr Joycee O J (Eng)
Faculty Member - Smt Mony Geege (HSc)

● **Alumnae**

Coordinator - Dr Sr Marriette A Therattil

Vice Principal – Dr Sr Beena Jose

President - Dr Maithily K

Secretary - Dr Jancy K A (Mal)

J Secretary - Smt. Mayadavi Chalissery (Eng)

J Secretary -Dr Shinju V (Soc)

Treasurer – Smt Rose V J (Com)

J Treasurer - Smt Nisha Leela (Com)

Dr Mimi Mani (Hin)

Smt Mony Gegee (HSc)

Dr. Mini Krishna (Phy)

Smt Theresa C J (Che)

Smt Smitha P S (Bot)

● **Staff Association**

Teaching:

Staff secretary : Dr Nisha Francis Alappat

Joint secretary : Smt Moni Geege

Administrative Staff

President : Bindu VK

Secretary : Smt Limsy KT

● **Autonomy Committee**

Coordinator : Dr Sr Beena Jose

Dr Sheeja Tharakan (Bot)

Smt Jismy Mathew (Stat)

● **Finance committee**

Principal - Dr Sr Marriette A Therattil

Sr Teseena P Emmatty (Com)

Bursar - Sr Preetha PL

III. ACADEMIC UNITS

● **Boards of Studies**

I) English

1. Chairperson - Dr Joycee O J (English)

2. University Nominee - Dr N Sreerekha

3. Expert - Dr Biju C S

4. Expert - Dr P K Kalyani

5. Member - Dr Nisha Francis Alapatt

6. Member - Smt Sheeba Thattil

7. Industry - Dr Fr Benny Benedict

8. Alumnae - Dr Josephen Joseph

II) Regional Languages

Chairperson - Dr Sr Marriette A Therattil

1. University Nominee - Dr K M Anil (Mal)

2. Expert - Dr N Anilkumar (Mal)

3. Expert - Dr N K Sundareswaran (San)

4. Industry - Mr Anju Raj

5. Member - Dr Nisha Francis O (Mal)

6. Member - Dr Jancy K A (Mal)

7. Alumnae - Dr Sr Beena T L (Mal)

III) Botany

1. Chairperson : Dr Sheela George (Bot)

2. Expert - Dr Ignatius Antony

3. Expert - Dr Regi Raphael

4. Industry - Dr C Narayanankutty

5. University Nominee - Dr Chitra G

6. Member - Dr Sheeja T Tharakan

7. Member - Smt Smitha P S

8. Member - Dr Manju Madhavan

9. Alumnae - Dr Sr Meena K Cheruvathoor

IV) Zoology

1. Chairperson - Dr Kezia Kuruvila (Zoo)

2. University Nominee -
Dr Ramadasan Kuttan

3. Expert - Dr E A Jayson

4. Expert - Dr Joshy C O

5. Industry - Mr C D Sebastian

6. Member - Dr Honey Sebastian

7. Member - Dr Petrisia Joseph

8. Member - Dr Feebarani John

9. Alumnae - Dr Mary Ittiachen V

V) Chemistry

1. Chairperson - Dr Joby Thomas K

2. University Nominee - Dr Preetha Nair K

3. Expert - Dr V D John

4. Expert - Dr K Girish Kumar

5. Industry - Dr C R Sivadasan
6. Member - Smt Lucy Paul
7. Member - Dr Sr Beena Jose
8. Member - Dr Nancy Mathew
9. Alumnae - Sr Mary K P

VI) Mathematics and Statistics

1. Chairperson -Dr Sr Magie Jose
2. University nominee - Dr MS Sunitha
3. Expert - Dr Davies Antony
4. Expert - Dr Parvathy K S (Mat)
5. Industry - Dr Fr Binoy Jacob S J
6. Member - Smt K L Swarna (Mat)
7. Member - Dr Anjali Kishore (Mat)
8. Member - Dr Divya P R (Stat)
9. Alumnae - Dr Gleeega V L

VII) Home Scienceand Physical Education

1. Chairperson - Dr Karuna M S
2. University Nominee - Dr Suman K T
3. Expert - Dr Seeja Thomachan
4. Expert - Dr Rajini Devi
5. Industry - Smt Nimmi Thomas
6. Member - Smt Thomas Ruby Mariamma
7. Member - Smt Mony Geege
8. Member - Smt Hemalatha V (Phy Edu)
9. Alumnae - Smt Anitha Davis

VIII) Physics and Computer Science

1. Chairperson - Dr. Sr. Ritty J Nedumpara
2. University Nominee - Dr Rajesh R (CSc)
3. Expert - Dr V P Joseph (Phy)
4. Expert - Dr Sonia Sunny (CSc)
5. Industry - Mr Christo George Kattokkaran
6. Member - Dr Malini K A (Phy)
7. Member - Dr Mini Krishna K (Phy)
8. Member - Sr Ani Davis K (CSc)
9. Alumnae – Dr Reena Mary A P

IX) Economics and Commerce

1. Chairperson - Dr Vasanthakumari P (Com)
2. University Nomin - Dr B Johnson (Com)
3. Expert - Dr K P Mani (Eco)
4. Expert - Dr Paul Kattukaran (Com)
5. Industry - C A Swapna
6. Member - Dr Vimala M (Eco)
7. Member - Smt Rose V J (Com)
8. Member - Smt Sneha Gopeekrishna (Eco)
9. Alumnae - Sr Teseena P Emmatty (Com)

X) Social Work

1. Chairperson - Dr Jaya Cherian
2. University Nominee - Dr Jose Antony
3. Expert - Dr Sonny Jose
4. Expert - Fr Joseph M K
5. Industry - Mr P O George
6. Member - Dr Asha P Rao
7. Member - Dr Minimol K
8. Member - Smt Treesa T Pulickal
9. Alumnae - Smt Archana T S

XI) Social Sciences (Sociology, History Psychology and Political Science)

1. Chairperson - Dr Sara Neena T (Soc)
2. University Nominee - Dr C Jayan (Psy)
3. Expert - Dr Mahesh T (Soc)
4. Expert - Dr George Alex (His)
5. Industry - Mr Badarudeen Mohammed
6. Member - Dr V Shinju (Soc)
7. Member - Dr Sinto P Anto (Psy)
8. Member - Smt Anuja J (Pol)
9. Alumnae - Smt Beena C A

● **Examination and Assessment**

- Principal - Dr Sr Marriette A Therattil
 Controller - Dr Jaya Cheriyan (SW)
 Joint Controller - Dr Sr Ritty J Nedumpara
 Chief Supt. - Sr Beena T L (Mal)
 Coordinator – Dr Honey Sebastian (Zoo)

J Coordinator- Dr Sheeja T Tharakan (Bot)

Smt Lisa Mundakkal (Eng)

Dr Mallika A Nair (Eng)

Smt Sithara Attokaran (Eco)

Smt Laveena Varghese (Phy)

● **Internal Assessment Upload & Download**

Coordinator - Sri Santhosh P Jose (Phy)

J Coordinator - Dr Petrisia Joseph (Zoo)

Dr Sinto P Anto (Psy)

Smt Ann Maria Jose (Eng)

● **Research and Consultancy**

Principal - Dr Sr Mariette A Therattil

Vice Principal - Dr Sr Beena Jose

Dr O J Joycee (Eng)

Dr Asha P Rao (SW)

Dr Minimol K (SW)

Dr Karuna M S (HSc)

Dr Vimala M (Eco)

Dr Malini K A (Phy)

● **Add On & Certificate Courses**

Coordinator - Dr Shinju V (Soc)

J Coordinator - Dr Theresa C J (Che)

Smt Jilu Varghese (Com)

Dr Nisha Alappat (Eng)

Dr Mini Krishna (Phy)

Smt Jismy Mathew (Stat)

Sr Ani Davis (CSc)

Dr Manju Madhavan (Bot)

Smt Hemalatha (Phy Ed)

● **Vimala International Research Journal**

Principal - Dr Sr Mariette A Therattil

Vice Principal - Dr Sr Beena Jose

Co ordinator - Dr Petrisia Joseph (Zoo)

J Coordinator - Dr Veena Gopalan (Phy)

Dr Nisha Francis (Eng)

Dr Jaya Cherian (SW)

Dr Sara Neena (Soc)

Dr Preema Rose (Comm)

Dr Karuna M S (HSc)

Dr Manju Madhavan (Bot)

Dr Anjali Kishore (Mat)

● **Library**

Principal - Dr Sr Mariette A Therattil

Vice principal - Dr Sr Beena Jose

Librarian - Sr Jisna Jose

Coordinator - Dr Joycee O J (Eng)

J Coordinator - Dr Asha P Rao (SW)

Dr Hemamalini (Mal)

Sri Sojan Joseph (Com)

Student Representatives

● **Centre For Women's Studies**

Director - Dr.Sinto P Anto (Psy)

J Coordinator - Dr Nisha Francis O (Mal)

Smt Anitha (HSc)

Smt Jesna John (Hsc)

Smt Beny Paul E (Com)

Smt Christeena Ouseph (Soc)

● **Value Education Committee**

Smt Jilu Varghese (Com) - Coordinator

Dr Honey Sebastian (Zoo) - J Coordinator

Smt Sandhya (Bot)

Smt Divya C D (Eng)

Smt Jisna K Joy (Eng)

Smt Nimmy V (Stat)

IV. WORKING COMMITTEES

● **Admission**

Principal - Dr Sr Mariette A Therattil

Vice Principal - Dr Sr Beena Jose

DOA - Sri Jins C G (Com)

Sr Limcy Raphael (Office)

Sri Santhosh P Jose (Phy)

Dr Jancy K A (Mal)

Dr Feebarani John (Zoo)

Smt Anjaly Jose (Phy)

Smt J Anuja (Pol)

Smt Divya C D (Eng)

Dr Mimi Mani Panakkal (Hin)

Smt Jismi Mathew (Stat)

Smt Cerin Babu (Eng)

Sri Jinesh V P (Office)

● **UGC Processing**

Principal - Dr Sr Marriette A Therattil

Vice Principal - Dr Sr Beena Jose

Coordinator - Smt Sareena Rose (CSc)

J Coordinator - Smt Anjaly Jose (Phy)

Advisor - Dr O J Joycee

Smt Nisha Leela (Com)

Dr Mary Thomas (Eco)

Dr Manju Madhavan (Bot)

Dr Divya P R (Stat)

Smt Jincy T P (Mat)

Smt Deepa Francis (SW)

Smt Anu Devassy (Soc)

Smt Nayana Anand (Ph Ed)

● **CPE Implementation**

Dr Theresa C J (Che)

Dr Sheeba P (Zoo)

Smt Jismy Mathew (Stat)

● **Staff Grievance Redressal**

Principal - Dr Sr Marriette A Therattil

Vice Principal – Dr Sr Beena Jose

Dr Asha P Rao (SW)

Dr Sara Neena (Soc)

Dr Sheela George (Bot)

Sr Preetha P L (Jr Supt)

Staff Secretaries -

Teaching & Administrative staff

● **College Union Election**

Principal - Dr Sr Marriette A Therattil

Vice Principal - Dr Sr Beena Jose

Coordinator - Smt J Anuja (Pol)

J Coordinator - Dr Vimala M (Eco)

Dr Feebarani John (Zoo)

Smt Sinto P Anto (Psy)

Sri Sojan Joseph (Com)

Dr Aneesh George(Phy)

Smt Ann Rose (Mat)

● **Schedule and Proforma**

Dr Divya P R (Stat)

Smt Jismi Mathew (Stat)

Dr Binu TV (Bot)

● **Documentation**

Dr Hemamalini (Mal)

Smt Maya Davi Chaliserry (Eng)

Smt Dhanya Shankar K S (Eco)

Sri Vishnu M K (Office)

Sri Anson C A (Office)

● **Log Book**

Smt Lisa John Mundakkal (Eng)

Smt Prathiba P P (Eng)

PUBLICATIONS

● **Magazine**

Principal - Dr Sr Marriette A Therattil

Vice Principal - Dr Sr Beena Jose

Coordinator - Dr Sr Tency P Varghese (Eng)

J Coordinator - Dr Nisha Francis (Mal)

Dr Mimi Mani Panakkal (Hin)

Smt Prathibha P (Eng)

Susan Samuel (Che)

Smt Raisa Francis (Eco)

Student Editor

- **Rhythms**

Dr Mimi Mani Panakkal (Hin)
Smt Lakshmi C M (Eng)
Smt Lisa Mundakkal (Eng)

- **College Website**

Coordinator - Smt Dhanya Johnson (Phy)
Sri Lims Thomas (SW)
Sr Divya C V (Eng)
Dr Sinjumol Thomas (Bot)

- **Almanac & Handbook**

Sr Divya C V (Eng)
Sri Anson C A (Office)

- **Public Relations**

Dr Jancy K A (Mal)
Smt Anu P P (Mal)
Smt Divya C D (Eng)
Dr Sandhya Vincent (Bot)

V. STUDENT SUPPORT UNITS

- **Student Grievance Redressal**

Principal - Dr Sr Marriette A Therattil
Vice Principal - Dr Sr Beena Jose
Dean of student's welfare - Sr Beena T L (Mal)
Consultant - Dr Asha P Rao (SW)
Dr Feebarani John (Zoo)
Smt Dolly Augustine (Mat)
Dr Vimala M (Eco)
Sr Preetha P L (Jr Supt)
Student Chairperson

- **CGPT**

Coordinator - Dr Feebarani John (Zoo)
J.Coordinator - Sri Sojan Joseph (Com)
Dr Anjali Kishore (Mat)
Smt Nimmy Kuriakose (Che)
Smt Sheeji Rapheal (Eng)
Smt Seethal Thankachan (Stat)
Smt Megha C B (Stat)
Smt Midhu P C (Soc)

- SSP Coordinator - Sr Divya O M (CSc)
- ASAP, IELTS, Foreign Languages Coordinator-

Dr. Nisha Francis (Eng)

- WWS Coordinator –
Smt Maya Davi Chalissery (Eng)

- **CHILDLINE**

Dr Jaya Cherian (SW)

- **Family Counselling Centre**

Dr Minimol K (SW)
Mr Lims (SW)

- **Scholarship**

Coordinator - Dr Preema Rose (Com)

J Coordinator - Smt Smitha P S (Bot)

Smt Dolly Augustine (Mat)

Smt Ann Maria (Eng)

Smt Anjali T R (Che)

Smt Deepthy M V (Che)

Smt Mary Liya (Com)

Smt Jincy Sam (Office)

- **Anti Ragging Cell**

Principal - Dr Sr Marriette A Therattil

Vice Principal - Dr Sr Beena Jose

Coordinator - Dr Petrisia Joseph

Dean of Residence - Sr Teseena P Immatty

Dr Shinju V (Soc)

Dr Aneesh George (Phy)

Nominee - Sub Inspector of Police (Viyur)

Media Representative - Sri Anju Raj

Student Representative

- **Anti Sexual Harassment Cell**

Principal - Dr Sr Marriette A Therattil

Vice Principal - Dr Sr Beena Jose

Smt Mony Geege (Hsc)

Dr Nisha Francis O (Mal)

- **Vigilance Cell**

Principal - Dr Sr Marriette A Therattil

Vice Principal - Dr Sr Beena Jose

Sr Beena T L (Mal)

Sri Santhosh P Jose (Phy)

● **Anti Narcotic Cell**

Principal - Dr Sr Marriette A Therattil

Vice Principal - Dr Sr Beena Jose

Coordinator - Dr Feebarani (Zoo)

Dr Mimi Mani (Hindi)

Smt Laveena Varghese (Phy)

Lt Lovji K N (Eng)

● **Welfare of Differently Abled**

Smt Dolly Augustine (Mat)

Smt Ruby Mariamma (HSc)

● **Mobile Search Squad**

Principal - Dr Sr Marriette A Therattil

Vice Principal - Dr Sr Beena Jose

Coordinator - Dr Asha P Rao (SW)

J Coordinator- Dr Sheela George (Bot)

Dr Sheeba P (Zoo)

Dr Mary Thomas (Eco)

Smt Siji V T (Mat)

Smt Ann Rose (Mat)

● **Women's Cell**

Smt J Anuja (Pol)

Dr Mallika A Nair (Eng)

Dr Petrisia Joseph (Zoo)

Smt Jincy T P (Mat)

Dr Nancy Mathew (Che)

Sr Juby T S (Office)

● **Residential Facility**

Principal - Dr Sr Marriette A Therattil

Dean of Residence -

Sr Teseena P Emmatty (Com)

Dean of Residence - Sr Divya O M (CSc)

Asst. Dean of Residence -

Sr Preetha P L (Jr. Supt)

Asst. Dean of Residence -

Sr Vineetha Vargheese (Office)

Mess Manager - Sr Prima

Prefect: Deepika G

● **College Transport Facility**

Sr Preetha P L (Jr Supt)

Sr Liya John (Office)

● **Event Management**

Coordinator - Smt Maya Davi Chalissery

J Coordinator - Smt Anu P P (Mal)

Sri Jins C G (Com)

Sr Divya C V (Eng)

Smt Anitha Davis (HSc)

Smt Kochurani (HSc)

Smt Dhanya K P (Mat)

Smt Niji Andrews (Com)

Smt Mary M J (Office)

Sri Soyson (Office)

● **Discipline**

Coordinator - Dr Manju Madhavan (Bot)

J Coordinator - Dr Jancy K A (Mal)

Dr Preema Rose (Com)

Lt Lovji K N (Eng)

Smt Laveena Varghese (Phy)

Dr Mallika A Nair (Eng)

Sri Sojan Joseph (Com)

Smt Smitha Suneesh (Eco)

Remya G U (Eco)

Honey S Nair (HSc)

● **Campus Ministry**

Coordinator : Sr Beena T L(Mal)

J Coordinator : Sr Teseena P Emmatty (Com)

Members : Sr Ani Davis (CSc)

Sr Divya O M (CSc)

Sr Jisna Jose (Lib)

Sr Divya C V (Eng)

Dr Sinjumol Thomas (Bot)

Sr Shipsy Augustin (Soc)

Sr Freny Jacob (Zoo)

Xavier Board: Sr Teseena P Emmatty (Com)

AIACHE : Dr Tency P Varghese (Eng)

AICUF : Smt Anjaly Jose (Phy)
Smt Kochurani J Thayyil (HSc)

Jesus Youth : Dr Jancy K A (Mal)
Smt Jismi Mathew (Stat)

VI. STUDENT ACTIVITIES

● NSS

Dr Mimi Mani Panakkal (Hin)
Smt Laveena Varghese (Phy)

● NCC

Lt Lovji K N (Eng)
Smt Prathibha P (Eng)

● Arts Festival, D Zone, Interzone

Principal - Dr Sr Marriette A Therattil

Vice Principal - Dr Sr Beena Jose

Coordinator - Dr Salini K (Com)

J Coordinator - Smt Divya C D (Eng)

Smt Anjaly Jose (Phy)
Smt Ann Maria (Eng)
Smt Lakshmi C M (Eng)
Sri Jins C G (Com)
Smt Kochurani J Thayyil (HSc)
Smt Cerin Babu (Eng)
Smt Selma Das (Hin)
Dr Anjali Pankajakshan (San)
Smt Nimitha KC (Che)
Sindhu NV (Zoo)

● VCASS

Coordinator - Dr Asha P Rao (SW)

J Coordinator - Smt Treesa T Pulickal (SW)

Treasurer - Dr Preema Rose (Com)

❖ CLUBS & FORUMS

Bhoomithrasena

Dr Feebarani John (Zoo)
Smt Manju N (Stat)

● Speaker's & Writers' Forum

Smt Maya Davi Chalissery (Eng)

Smt Anu P P (Mal)

Smt Dona P (Eng)

Dr Anjali Pankajakshan (San)

● Theatre Club

Smt Sheeba Thattil (Eng)

Smt Sheeji Rapheal (Eng)

Smt Dhanya C V (Mal)

Dr Jancy K A (Mal)

● Quiz & Debate Club

Dr Mallika A Nair (Eng)

Smt Dhanya Sankar (Eco)

Smt Anu P P (Mal)

● Science Club

Dr Theresa C J (Che)

Sri Santhosh P Jose (Phy)

Smt Maria Rose (CSc)

● Nature Club

Dr Sheela George (Bot)

Dr Sheeja T Tharakan (Bot)

Dr Sandhya Vincent (Bot)

● Yathra Club

Smt Anu P P (Mal)

Smt Midhu PC (Soc)

Sri Jins C G (Com)

● Tourism Club

Smt Rose V J (Com)

Smt Nisha Leela (Com)

Sri Jins C G (Com)

Smt Renjitha (Com)

ED Club

Dr Preema Rose (Com)

Smt Beny Paul E (Com)

Smt Elsa Maria Sebastian (Eng)

● **Dance Club**

Smt Kochurani J Thayyil (HSc)
Dr Anjaly Pankajakshan (San)
Dineeya C D (HSc)

● **Music Club**

Smt Lakshmi C M (Eng)
Smt Nimitha K C (Chem)
Honey S Nair (Hsc)
Rithuparana Vijay (Hsc)

Yoga Club

Smt Hema (Ph Ed)
Smt Nayana (Ph Ed)

● **Health & Nutrition Club**

Smt Anitha (HSc)
Smt Urmila (HSc)
Smt Nimitha (HSc)
Smt Rosmia Paulson (Hsc)

● **SC/ ST**

Principal : Dr Sr Mariette A Therattil
Vice Principal: Dr Sr Beena Jose
Coordinators : Dr Salini K, Mr Jins C G
Non-teaching Staff : Ms Sheela P O
Student Representative (1)
Student Representative (2)

● **Film Club**

Dr Nisha Francis (Eng)
Lt Lovji K N (Eng)
Smt Krishnapriya M P (Eng)

Media Club

Smt Anu P P (Mal)
Smt Prathibha P P (Eng)

● **Pain & Palliative Club**

Smt Laveena Varghese (Phy)
Smt Parvathy A R (Zoo)
Smt Sindhu M V (Zoo)

● **Social Action Club**

Dr Minimol (SW)
Dr Joycee O J (Eng)
Smt Jishitha (His)

● **Library Club**

Sr Jisna Jose (Lib)
Dr Joycee O J (Eng)
Smt Ancy K P (Mal)

This manual is a resource for students to help them have a better understanding of the Vimala Community, and be an active participant of it. The procedures and practices covered in this document are subject to change at any time with students being advised therewith.



ACADEMIC CUM EXAMINATION CALENDAR 2017 - 18

Semester	Commencement of Semester Examination	Date of Commencement end of 1st Internal Examination	Date of Commencement end of 2nd Internal	Date of commencement of External examination	End of Semester	Last Date of uploading internal marks	Date of Publication of results
UG COURSES							
I Semester	20/06/17	07/08/17	05/10/17	25/10/17	10/11/17	25/10/17	30/01/18
II Semester	13/11/17	15/01/18	08/03/18	09/04/18	28/03/18	28/03/18	30/06/18
III Semester	01/06/17	24/07/17	18/09/17	13/10/17	31/10/17	13/10/17	30/01/18
VI Semester	01/11/17	05/01/18	22/02/18	14/03/18	28/03/18	14/03/18	30/06/18
PG COURSES							
I Semester	17/07/17	13/09/17	06/11/17	20/11/17	01/12/17	20/11/17	30/01/18
II Semester	04/12/17	01/02/18	15/03/18	12/04/18	28/03/18	28/03/18	30/06/18
III Semester	01/06/17	24/07/17	18/09/17	13/10/17	31/10/17	13/10/17	30/01/18
IV Semester	01/11/17	05/01/18	22/02/18	14/03/18	28/03/18	14/03/18	30/06/18

TIME TABLE (8.30 am - 3.00 pm)

Day	I	II	III	LUNCH BREAK		IV	V	VI
Monday								
Tuesday								
Wednesday								
Thursday								
Friday								

Programme Core Course Semester

