

**MINUTES OF THE 1<sup>st</sup> MEETING OF THE INTERNAL COMPLAINTS COMMITTEE  
HELD AT 2PM ON 12/04/2018 IN THE CHAMBER OF THE PRINCIPAL, SREE  
CHITRA THIRUNAL COLLEGE OF ENGINEERING, PAPPANAMCODE,  
THIRUVANANTHAPURAM**

**Members Present**

1. Dr. Anitha. C. S  
Convener
2. Smt. Asha. S  
Member (Teaching faculty)
3. Smt. Elsamma Prayikalam  
Member (NGO)
4. Smt. Indulekha. K. N  
Head Accountant
5. Sri. Sen. K. V  
Member (Non teaching faculty)
6. Smt. Sandhya. L  
Invitee
7. Aiswarya Venu  
Member (Student)

The first meeting of the Internal Complaints Committee convened and discussed about the formalities to be followed by the ICC. The committee also discussed about the basic requirements to be attained.

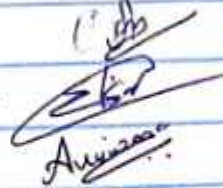
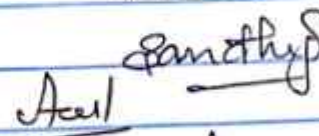
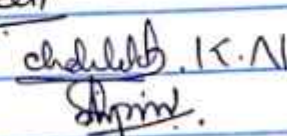

1. Name of the ICC committee members with phone numbers should be displayed in the College.
2. A cabin shall be provided for the ICC, then only the affected party can approach easily.
3. The ICC members should be aware of the Sexual Harassment of Women at work place (Prevention, Prohibition & Redressal) Act 2013. A copy of the same must be circulated among all ICC members.
4. The complaint received by the ICC should contain date and place of harassment occurred. The Presiding Officer should forward a copy of the complaint to the respondent along with a note to give a written reply within two weeks. Moreover the complaint need be circulated among all the ICC members.

  
Convener

## Minutes of the I Meeting.

Date: 12.04.2018.

### Members Present:

1. Dr. Anitha. C.S. Convener.
2. Ado. El Samra Prayikalam: 
3. Aiswarya Nenu.
4. Sandhya.L - Invitee
5. Asha S 
6. Indulekha.K.N 
7. SEN.K.V 

**MINUTES OF THE 2<sup>nd</sup> MEETING OF THE INTERNAL COMPLAINTS  
COMMITTEE HELD AT 11 AM ON 21/05/2018 IN SREE CHITRA THIRUNAL  
COLLEGE OF ENGINEERING, PAPPANAMCODE, THIRUVANANTHAPURAM**

**Members Present**

1. Dr. Anitha. C. S  
Presiding Officer
2. Sri. S. Anoop Kumar  
Member (Teaching faculty)
3. Smt. Elsamma Prayikalam  
Member (NGO)
4. Smt. Indulekha. K. N  
Head Accountant

The second meeting of the Internal Complaints Committee convened and discussed in detail the complaint of Dr. Sathi Devi. G and allied papers forwarded by the Principal to the ICC. The committee ratified the action of the Presiding Officer in forwarding a copy of the complaint to the respondent along with a letter requesting to give a written reply within two weeks.


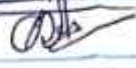


The respondent Sri. Chithrakumar. V. K has submitted his reply within the due date and the ICC discussed and decided to call Dr. Sathi Devi. G, complainant before the ICC for seeking her opinion. She presented before the ICC and opined that she wants to know "why the respondent behaved like this to her and what is the temptation behind this". Later on she agreed to take steps to settle the matter between her and the respondent through conciliation.

Accordingly, the ICC decided to forward a letter to Sri. Chithrakumar. V. K, respondent to present before the committee for conciliation and if he is not willing for conciliation, ICC will proceed in the matter.



Presiding Officer

II Meeting Date: 21/05/2018

1. Smt. Elsamra Prayikalom. (NGO) 
2. Dr. Anitha.C.S. Presiding Officer 
3. Sri. S. Anoop Kumar. Member (Teaching Faculty) 
4. Smt. Indulekha.K.N. Member. 

4

**MINUTES OF THE 3<sup>rd</sup> MEETING OF THE INTERNAL COMPLAINTS  
COMMITTEE HELD AT 11.30AM ON 08/06/2018 IN THE CHAMBER OF THE  
PRINCIPAL, SREE CHITRA THIRUNAL COLLEGE OF ENGINEERING,  
PAPPANAMCODE, THIRUVANANTHAPURAM**

**Members Present**

1. Dr. Anitha C S  
Presiding Officer
2. Smt.Elsamma Prayikalam  
Member (NGO)
3. Sri.S.Anoop Kumar  
Member (Teaching faculty)
4. Smt.Asha.S  
Member (Teaching faculty)
5. Smt.Indulekha.K.N  
Head Accountant

The third meeting was for a conciliation talk between Dr. G Sathidevi & Mr. V K Chitrakumar. The complainant and the respondent presented themselves before the members of the ICC. The presiding officer asked the respondent to explain about the incident happened on 08/06/2018. The respondent narrated the incident in detail before the committee members and said apology to the complainant in person in the presence of the committee members if the complainant felt hurt. The complainant was satisfied with the expression. Hence, the complainant submitted that no more action needs to be taken against the respondent. Thus the matter was amicably settled through mediation.

Hence the ICC decided to submit a report to the principal, SCTCE, Pappanamcodu, Trivandrum with a recommendation of no more action against the respondent in this matter

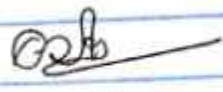

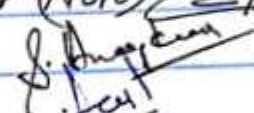
The meeting ends at 12.15pm

  
Presiding Officer

III Meeting :

Date : - 08.06.2018

Members Present:

1. Dr. Aritha. C.S Providing Officer 
2. Smt. Elsamra Prayikalom Member (NGO) 
3. Mr. Anoopkumar. S Member: 
4. Mrs. Asha. S , member
5. ~~Smt~~ Mrs. Indulekha . Member : Chidulal K.N

## Minutes of 4<sup>th</sup> meeting of Internal Complaints Committee held on 15-12-2021 at 12.30 pm in Room No. 217

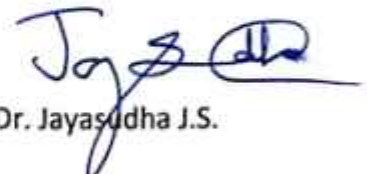
### Members Present:

1. Dr. Jayasudha J. S., Presiding Officer
2. Smt. Elsamma Prayikalam, Member (NGO)
3. Dr. Shyji S., Member (Teaching Faculty)
4. Smt. Ani Lawrence, Member (Teaching Faculty)
5. Smt. Divya J.K., Member (Non-Teaching Faculty)
6. Sri. Binu P. Thomas, Member (Non-Teaching Faculty)
7. Ms. Akshara Bruno (R7)
8. Deva Pramod (U7)
9. Ms. Jeswin Elizebeth James (B7)

The members of Internal Complaints Committee discussed the complaint given by Smt. Priya Udayalal, mother of Smt. Neelambari P (P5) against Sri. Anandapadmanabhan (P5). All the committee members involved in the discussion and called Neelambari P (P5) to tell her issues. The written statement also given by her and she has also shown the messages and stories posted by Sri Anandapadmanabhan for evidence. Sri. Anandapadmanabhan appeared before the committee and he expressed his views about Smt. Neelambari P. He told that Neelambari P loved him for last 2 years and now she break up the love affair and trying to get married. The committee members tried to convince him and advised him to behave as a normal person. At last he agreed and given a written statement specifying that he will not interfere in any of the matters related to Neelambari P and he will not send or post any messages through social media to hurt her. Thus the issues were solved and settled.

Hence ICC decided to submit a report to the Principal, SCTCE with a recommendation of "no action required" against Sri. Anandapadmanabhan.

The meeting ends at 2.30 pm.

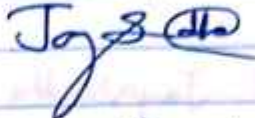
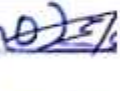
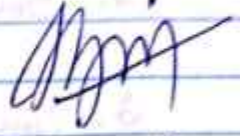
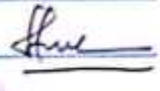

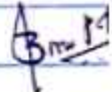


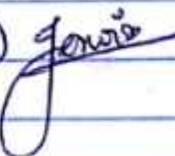


Dr. Jayasudha J.S.

Presiding Officer, ICC

## Fourth meeting of ICC

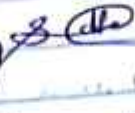

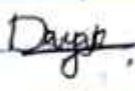


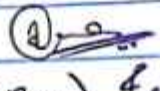
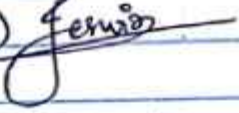
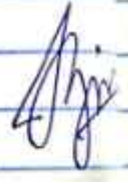
Members Present :

1. Dr. Jayasudha J.S. 
2. Smt. Elsamma Prayikalam, Member (NHO) 
3. Dr. Shyji S, Associate Professor 
4. Smt. Ani Lawrence, Asst. Professor 
5. Smt. Divya J.K, <sup>2<sup>nd</sup> Grade</sup> Lab instructor Dept. 
6. Sri. Binu P. Thomas, Trade Instructor 
7. Ms. Akshara Bruno (R7) 
8. Deva Pramod (U7) 
9. Jeswin Elizebeth James (B7) 




Fifth meeting of ICC held on 2/3/2022  
at 12.45 pm in Room No. 109.

Members present:

1. Dr. Jayasudha J.S. 
2. Smt. Elsamma Prayikalams, Member (Vno)
3. <sup>Dr.</sup> Smt. Ari Lawrence, Asst. Professor 
4. Smt. Divya J.K., <sup>II Grade</sup> Lab Instructor 
5. Sri. Binu P. Thomas, Trade Instructor 
6. Ms. Akshara Bruno (R1) 
7. Deva Pramod (U1) 
8. Jeswin Elizebeth James (B7) 
9. Dr. Shyji S, Assistant Professor, Dept. of ME 




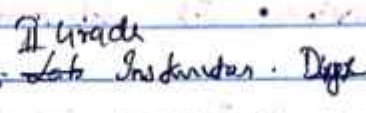

The members of Internal Complaints Committee discussed the complaint given by Smt. Amalendu P.R. and Smt. Gowri V. Nair from fifth semester Mechanical Automobile students.

Smt. Amalendu P.R. has not come before the committee members even though intimation has been served to her. Smt. Gowri V. Nair presented few issues related to the NSS camp held during 23<sup>rd</sup> to 29<sup>th</sup> December 2021. But she couldn't present or reveal any sexual harassment issues. The committee decided that the issues raised by her do not come under the purview of the Internal Complaints Committee.

  
(Dr. Jayasudha J.S.)

Sixth meeting of ICC held on 3/10/2023  
(Tuesday) at 3:30 PM in Room no 307.

Members present

1. R. ESTHER ROBINSON R.R. 
2. Smt. Ani Lawrence, Asst. Profema. 
3. Dr. Shyji S. Associate Profema. 
4. Smt. Divya J.K. <sup>Ilirade</sup> ~~Asst. Insdntes~~ Dept. 
5. Sri. Binu P. Thomas. 

We, the members of the Internal Complaints Committee, have received the formal complaint lodged by Smt Susmitha Kumari S against Dr. Chithrakumar V K regarding the settlement of bills in connection with Graduation Ceremony of 2023 held on September 24, 2023. We received the complaint letter through Principal on September 29, 2023.

Adv. Elsa Praikalam, Sakhi's legal advisor who ought to be a member of the ICC committee, was contacted on September 29, 2023. She acknowledged that it was difficult for her to remain a member of our ICC because she was unavailable in Trivandrum. So, we wrote Sakhi a letter from our Principal's mail ID asking for another female member. We sent Sakhi a letter of reminder on Tuesday, October 3, 2023. The remaining members of the committee met in Room No. 307 starting at 3:30 PM on October 3, 2023.

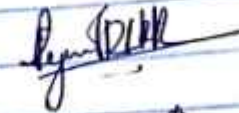

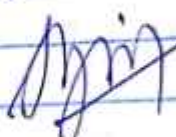
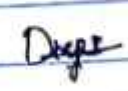

We called the complainant and requested her to come to the meeting so we could inquire about complaint. Smt. Susmitha Kumari S recounted what happened at the Graduation Ceremony committee meeting held on September 27, 2023 at 1:00 PM in Room No. 319. Dr. Chithrakumar V K called her before the meeting to talk about settling the bill. His tone seemed out of character to her. She responded to him by saying that the meeting had been planned particularly by the Principal to assess the additional expenses that each committee claimed to have incurred. However, he became upset and claimed he was busy and had many other things to get done. After that, he entered the Room No. 319 to hand over the quotation documents and yelled at her, "soukaryamundenkil teacher ezhuthi vekk, enikk vere pani und. Ingane meeting koodikondirikkan enikk samayamilla. Njan ente kayyeennu kodutholam ...chettethanam kanikkaruth". According to her, he was reiterating the assertion while the door was open, and the students were also paying attention. In front of the students and the staff members who had gathered there for a meeting, she felt humiliated.

Then Dr Chithrakumar V K was asked to know the assertions he made against Dr. Susmitha Kumari S.

The committee found that the conflict between Smt Susmitha Kumari S and Dr. Chithrakumar V K was rooted in professional differences, miscommunication, and a lack of understanding. The committee is concerned that these conflicts following a successful event may demoralise the college teachers, who may then choose not to participate in future committees and events. The committee decided to recommend Principal to take steps to ensure that no staff members at the college utilize abrasive statements to one another because it is against the accepted workplace ethics.

7<sup>th</sup> meeting of ICC held on 5<sup>th</sup> October 2023  
at 3:30 pm in Room No: 307

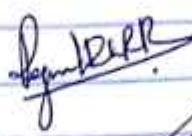
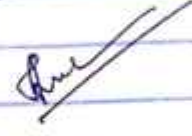
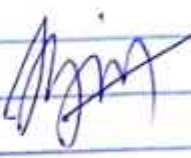


### Members present


1. Resimoz Robinson. R.R. 
2. Smt. Anil Lamsara, Asst. Professor. 
3. Dr. Shyji. S., Associate Professor. 
4. Smt. Divya. J.K, <sup>II grade</sup> lab instructor. 
5. Sri Binu. P. Thomas., lab instructor. 

On September 4, 2023, we received a letter from Sakhi Kerala designating us as an ICC External Member. When we called Adv. Sandhya J., she instructed us to deliver the complaint and the committee meeting minutes on October 3, 2023 in a sealed envelope. The committee decided to follow the advice of Adv. Sandhya J.

8<sup>15</sup> meeting of ICC held on 6<sup>15</sup> October 2023  
at 10:30 AM in Room No 307.

Members Present :-

- 1. Rejimal Robinson R.R 
- 2. Smt. Ari Lawrence, Asst. Prof. 
- 3. Smt. Dr. Shyji. S. Associate Prof. 
- 4. Smt. Divya J.K, <sup>II Grade</sup> Lab instructor. 
- 5. Smt. Binu P. Thomas, Lab instructor. 

Adv Sanchya J N/A member  
provided input through  
virtually 

Discussion has taken place regarding the draft report provided by Adv. Sanchya J. After final permission from Adv. Sanchya J, the committee decided to submit it to the Principal.

"ജനതാകരുണ"



കേരള സർക്കാർ



ഗതാഗത(ഡി) വകുപ്പ്

നമ്പർ.ഡി2/1/2024/ഗതാ

01-01-2024, തിരുവനന്തപുരം

സെക്രട്ടറി

ഗതാഗത കമ്മീഷണർ, തിരുവനന്തപുരം

റോഡ് സുരക്ഷാ കമ്മീഷണർ, കെ.ആർ.എസ്.എ, തിരുവനന്തപുരം

ചെയർമാൻ & മാനേജിംഗ് ഡയറക്ടർ, കെ.എസ്.ആർ.ടി.സി, തിരുവനന്തപുരം

ഡയറക്ടർ, സംസ്ഥാന ജലഗതാഗത വകുപ്പ്, ആലപ്പുഴ

പ്രിൻസിപ്പൽ, ശ്രീ ചിത്തിര തിരുനാൾ കോളേജ് ഓഫ് എഞ്ചിനീയറിംഗ്, തിരുവനന്തപുരം

മാനേജിംഗ് ഡയറക്ടർ, കെ.ടി.ഡി.എഫ്.സി, തിരുവനന്തപുരം

ചീഫ് എക്സിക്യൂട്ടീവ് ഓഫീസർ, കെ.എം.ടി.എ

മാനേജിംഗ് ഡയറക്ടർ, കെ.ആർ.ഡി.സി.എൽ, തിരുവനന്തപുരം

മാനേജിംഗ് ഡയറക്ടർ, കെ.എം.ആർ.എൽ, കൊച്ചി

മാനേജിംഗ് ഡയറക്ടർ, കൊച്ചി വാട്ടർ മെട്രോ

സർ,

വിഷയം:- ഗതാഗത വകുപ്പ് - സ്ത്രീകൾക്ക് നേരേ ഉണ്ടാകുന്ന ലൈംഗികാതിക്രമം തടയുന്നതിനു POSH PORTAL - നിർദ്ദേശം നൽകുന്നത് സംബന്ധിച്ച്.

സൂചന:- വനിതാശിശുവികസന(ബി) വകുപ്പിന്റെ 22-12-2023 ലെ ബി3/304/2023-വശീവിവ നമ്പർ സർക്കുലർ.

സൂചനയിലേയ്ക്ക് താങ്കളുടെ ശ്രദ്ധ ക്ഷണിക്കുന്നതോടൊപ്പം സൂചന സർക്കുലറിന്റെ പകർപ്പ് അറിവിലേയ്ക്കും അനന്തര നടപടികൾക്കുമായി ഇതോടൊപ്പം ഉള്ളടക്കം ചെയ്യുന്നു.

വിശ്വസ്തയോടെ,

To Proj Rejinal,

Please upload report

4/1/24

അന്താരാഷ്ട്ര മാനദണ്ഡം



കേരള സർക്കാർ



നം.വശീവിവ-ബി3/304/2023-വശീവിവ  
വനിതാശീശു വികസന (ബി) വകുപ്പ്  
തിരുവനന്തപുരം,  
തീയതി: 22-12-2023

സർക്കുലർ

വിഷയം:- വനിതാ ശീശു വികസന വകുപ്പ് സ്ത്രീകൾക്ക് നേരെ ഉണ്ടാകുന്ന ലൈംഗികാതിക്രമം തടയുന്നതിന് POSH PORTAL- നിർദ്ദേശം നൽകുന്നതിന് സംബന്ധിച്ച്.

- സൂചന:-
- 1.സർക്കുലർ നമ്പർ 1556/ബി3/2016/സാനീവ തീയതി 26.05.2016.
  - 2.സ.ഉ (സാധാ) നം. 489/2018/സാനീവ തീയതി 13.08.2018.
  - 3.സ.ഉ.(സാധാ) നം. 554/2018/സാനീവ തീയതി 25.9.2018.
  - 4.സർക്കുലർ നമ്പർ സാനീവ-ബി3/65/2020-സാനീവ തീയതി 27.02.2020.
  - 5.വനിതാശീശു വികസന ഡയറക്ടറുടെ 19.05.2023-ലെ DWCD/316/2023-WEC1(2) നമ്പർ കത്ത്.

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തൊഴിലിടങ്ങളിൽ സ്ത്രീകൾക്ക് നേരെയുണ്ടാകുന്ന ലൈംഗികാതിക്രമം തടയുന്നതിനും എല്ലാ സ്ത്രീകൾക്കും അന്തഃസ്തോടെയും സുരക്ഷിതത്വ ബോധത്തോടേയും ജോലി ചെയ്യുന്നതിനുള്ള അന്തരീക്ഷം സൃഷ്ടിക്കുന്നതിനുമായി Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 നടപ്പിലാക്കിയിട്ടുണ്ട്. സംസ്ഥാനത്ത് തൊഴിലിടങ്ങളിൽ സ്ത്രീകൾക്കെതിരെയുള്ള ലൈംഗിക അതിക്രമം തടയുന്നതിനും നിയമ സംരക്ഷണം ഉറപ്പാക്കുന്നതിനും 2013 ലെ POSH ACT (Prevention, Prohibition, Redressal) അനുസരിച്ച് എല്ലാ ഗവൺമെന്റ് സ്വകാര്യ സ്ഥാപനങ്ങളിലും പത്തിൽ കൂടുതൽ ജീവനക്കാർ ഉള്ള സ്ഥാപനങ്ങളിൽ ഇന്റേണൽ കമ്മിറ്റിയും, ജില്ലാ തലത്തിൽ ലോക്കൽ കമ്മിറ്റിയും രൂപീകരിക്കുന്നതിന് സൂചന (1) പ്രകാരം നിർദ്ദേശം നൽകിയിട്ടുണ്ട്. 2013-ലെ POSH ACT പ്രകാരം നൽകേണ്ട ഇന്റേണൽ കമ്മിറ്റി വിവരങ്ങളും റിപ്പോർട്ടും രേഖപ്പെടുത്തുന്നതിനായി

POSH ACT COMPLIANCE PORTAL (Web address: posh.wcd.kerala.gov.in) 2023 ജനുവരി 24 ന് ബാലികാ ദിനത്തോടനുബന്ധിച്ച് ബഹു. ആരോഗ്യ-വനിതശിക്ഷ വികസന വകുപ്പ് മന്ത്രി ഉദ്ഘാടനം ചെയ്തിരുന്നു.

പത്തോ അതിലധികമോ ജീവനക്കാരുള്ള (സ്ഥിരം, താൽക്കാലികം) സ്ഥാപന മേധാവികൾ, അവരുടെ സ്ഥാപനത്തിൽ POSH Act പ്രകാരം രൂപീകരിച്ച ഇന്റേണൽ കമ്മിറ്റിയുടെ വിവരങ്ങൾ, പരാതി സംബന്ധിച്ച വിവരങ്ങൾ, റിപ്പോർട്ട് എന്നിവ പോർട്ടലിൽ രേഖപ്പെടുത്തുന്നതിന് നിർദ്ദേശം നൽകുന്നു. ലോക്കൽ കമ്മിറ്റിയിൽ പത്തിൽ കുറവ് ജീവനക്കാരുള്ള പൊതു/സ്വകാര്യ സ്ഥാപനങ്ങളിലെ സ്ത്രീ ജീവനക്കാർ, അസംഘടിത മേഖലയിൽ ജോലി ചെയ്യുന്ന സ്ത്രീകൾ എന്നിവർ, സമർപ്പിക്കുന്ന പരാതികളുടെ എണ്ണം, ലോക്കൽ കമ്മിറ്റി വിവരങ്ങൾ, റിപ്പോർട്ട് സംബന്ധിച്ച വിവരങ്ങൾ എന്നിവ അതാത് ജില്ലാ കളക്ടർ നിയോഗിച്ച ഉദ്യോഗസ്ഥൻ/ഉദ്യോഗസ്ഥ ടി പോർട്ടലിൽ വിവരങ്ങൾ രേഖപ്പെടുത്തുന്നതിന് നിർദ്ദേശം നൽകുന്നു. ടി പോർട്ടൽ എല്ലാ വകുപ്പുകളും മറ്റു പൊതു/സ്വകാര്യ സ്ഥാപനങ്ങളും നിയമ വിധേയമാക്കേണ്ടതാണെന്നും നിർദ്ദേശിക്കുന്നു.

ഉത്തരവിൻ പ്രകാരം

ഡോ. ഷർമിള മേരി ജോസഫ്  
പ്രിൻസിപ്പൽ സെക്രട്ടറി

സെക്ഷൻ ഓഫീസർ.

- സെക്രട്ടറിയേറ്റിലെ എല്ലാ വകുപ്പുകൾക്കും.
- (ഭരണ നിയന്ത്രണത്തിലുള്ള എല്ലാ സ്ഥാപനങ്ങൾക്കും ലഭ്യമാക്കുന്നതിനായി)
- എല്ലാ ജില്ലാ കളക്ടർമാർക്കും.
- എല്ലാ വകുപ്പ് തലവൻമാർക്കും.

# INTERNAL COMPLAINTS COMMITTEE

Constituted as per the Sexual Harassment of Women at Workplace

(Prevention, Prohibition and Redressal) Act, 2013

## MEMBERS

Name	Phone No.	Email ID
Dr. Jayasudha J.S. (Presiding Officer) Dean (Academic) & Professor, Dept. of CS	9495376533	jayasudha@ sctce.ac.in
Smt. Elsamma Prayikalam NGO	9446165516	elsammaprayi @gmail.com
Dr. Shyji S. Associate Professor Dept. of ME	9447310825	shyjis @gmail.com
Smt. Ani Lawrence Asst. Professor Dept. of BT	8590852198	aniesaju @gmail.com
Smt. Divya J. K. Lab Instructor Dept. of BT	9497453352	divyajk360 @yahoo.com
Sri. Binu P. Thomas Lab Instructor Dept. of EC	9446182063	binubethlehem @gmail.com

Aggrieved Women Employees/Students can contact any one  
of these members







**SREE CHITRA THIRUNAL COLLEGE OF ENGINEERING**  
PAPPANAMCODE, TRIVANDRUM – 695018

No. 589/PRL/2017/SCTCE

Dated: 09.12.2021

**OFFICE ORDER**

Sub: SCTCE – Various Committees for the year 2021-22 – Constitution – reg

Ref: Office Order No. 589/PRL/2017/SCTCE dated 26.11.2021

With reference to the above, the Internal Complaint's Committee is reconstituted with the inclusion of Adv. Elsamma Prayikkalam, NGO member.

The order cited under reference stands modified to this effect.

**PRINCIPAL i/c**

To

Dr. Jayasudha J. S.  
Convener - ICC



SREE CHITRA THIRUNAL COLLEGE OF ENGINEERING  
PAPPANAMCODE, TRIVANDRUM - 695018

No. 589/PRL/2017/SCTCE

Dated 26.11.2021

OFFICE ORDER

Sub: SCTCE - Various Committees for the year 2021-22 - Constitution - Final List - reg

The various committees for the academic year 2021-22 and the mandatory committees as insisted by AICTE/KTU have been constituted. The Conveners are requested to convene the first meeting of their committees and prepare an action plan of their proposed activities during the current academic year. The mandatory committees listed in Sl. No. 1 to 9 under 'Mandatory Committees' should function according to the responsibilities assigned by the concerned authorities. The Conveners should ensure the implementation of their action plan with the approval of the Principal. The periodic meeting of the committees must be conducted by the conveners. The periodic reports of the meetings of the committees have to be reported to the undersigned.

Mandatory Committees

Sl No	Name of Committee	Members	Chairperson/ Convenor	Tenure
1	IQAC (KTU)	Dr.Subu Surendran (Co-ordinator), Dr. Libish T M, Susmitha Kumari,S, Dr.Anup.M.S, Dr.Shimi Lawrence, Dr. R. Sasikumar (Member-BoG), Sri. Rajesh K G, Sri. Rajkumar R (nominee from local society-PTA), Student & Dr. Abhilash S S (Alumni), Sri. S. Venugopal, Joint General Manager, HLL Life Care Ltd, Sri. Biju K, Treasurer - IEEE kerala section	Head of Institution Principal (Chairperson)	upto 30.06.2025
2	Disciplinary Action Committee (DAC) (KTU)	Sri. Prem Kumar.J, Sri. Biju Jacob, Smt. Kavitha.K.V	Dr.Anoop Kumar.S (HOD-ME)  (Chairman)	upto 30.06.2025
3	Students Grievance & Appeals Committee (KTU/AICTE)	Dr.Libish.T.M (Convener),Sri. Harikuttan.K, Dr.Jayasudha.J.S, Ms. Aparna Shibu, T7A	Principal (Chairman)	upto 30.06.2025
4	Students Welfare Committee (KTU)	Smt. Sandhya L, Sri. Chitharanjan K	Dr.S.H.Anil Kumar (Chairman)	upto 30.06.2025
5	Grievance Redressal Committee for Faculty and Staff (AICTE)	Dr. Ajith R (Convener), Dr. Kavilal E.G, Dr. Soniya B	Principal (Chairman)	upto 30.06.2025
6	Anti-Ragging Committee (AICTE)	Civil & Police Administration - SI of Police, Local Media Non Government Organisation involved in youth activities Sri. Sabu.V R, Smt. Vineetha Lekshmy.P.V, Dr.Smitha.P.S, Sri. Nelwin Raj N R,Sri. Pushpakumaran, Smt. Laila F, Sri. Anu.G.K, Sri. Suresh.L.B, Sri. Sathoshlal P M	Dr.E.Jayakumar (Convener), Smt. Asha S (Co-convenor)	upto 30.06.2025
7	Internal Complaint Committee (ICC) (AICTE)	Dr.Shyji.S, Smt. Ani Lawrence, Smt.Divya.J.K, Sri. Binu P Thomas, Ms. Jeswin Elizabeth James-B7 Ms. Akshara Bruno-R7, DevaPranod-U7, one member from amongst NGO committed to the cause of women	Dr.Jayasudha.J.S (Presiding Officer)	upto 30.06.2025
8	Gender Justice Forum (Govt.)	Dr.Rohini.S, Divya.S, Meena.S.R, Aryn.S (T7), Jyothika.N (R5), Pooja.P.S (R7)	Dr.Soniya.B	upto 30.06.2025
9	SC/ST Cell (AICTE)	Smt. Subha.V, Sri. Baji.K, Dr. Gijoy.S, Sri. Kumar.G.S, Sri. Suji.A	Dr.Kavilal.E.G Sri. Rejimon R (Co-Convener)	upto 30.06.2025

10	IEDC	Sri. Biju Jacob, Dr.Sreejith B.J, Dr. Jisu Elsa Jacob, Sri. Arun.G.K	Sri. Sabu.V.R (Convener) Sri. Sumesh C K (Co-Convener)	upto 30.06.2025
11	CGPU	Dr.Anoop.M.S, Sri. Sumesh.C.K, Smt.Susmithakumari.S, Sri.Rejimoan.R, Smt.Sandhya.L.	Dr. U. Prakash Sri. Sabu V R (Co-Convener)	upto 30.06.2025
12	NSS Unit		Sri. Rejimoan.R, Smt. Subha.V (Programme Officers)	upto 30.06.2025

### Various Committees constituted for the academic year 2021-22

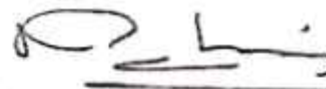
(Duration one Academic Year) (upto the end of the Academic year, i.e. 30.06.2022)

Sl. No	Name of Committee	Members	Chairperson/ Convener	Co-convener
1	(Building, Civil & Furniture) Maintenance	Dr.Ajith.R, Sri. Sabu.V.R, Sri. Salim Paul, Sri.Sumesh.C.K, Smt. Bindhu Bernard, Dr.Sreejith.B.J, Smt.Binu Rajan, Smt.Robini.S, Sri.Hari Kumar.S, Sri.Suresh.L.B, Sri. Santhoshlal.P.M, Sri.Shnjahan.A, Sri. Ajayakumar V R, Sri. Suji A	Dr.Geethakumari.B	Dr.Libish.T.M
2	(Electrical, AC & Plumbing) Maintenance	Sri. George M Joseph, Sri.Biju Jacob, Sri. Giju.C, Sri. Rajasingh, Sri. Harikumar.S, Sri. Jayan.J, Sri. Rahul Kumar S	Dr.Boby Philip	Sri. Sigi Kumar T.S, Sri. Rinu Sathyan
3	Transportation	Sri. Sabu.V.R, Smt. Kavitha.K.V, Sri. Vijayan.N.S, Sri. Santhoshlal.P.M, Smt. Bindu.V, Sri Kumar.G.S	Sri. Rnjesh.S.P	Dr. Kamal Krishna R
4	Library Council	Smt. Preeja.V, Smt. Subha.V, Sri. Renjith.R.J, Dr.Boby Philip, Smt. Goyathri.V, Sri. Vinayan.S, Sri. Pramod.M.R	Dr.Abhilash.S.S	Smt. Renimol.S.S
5	Research & Consultancy Projects	Dr. Jayasudha J S, Dr. Sheeja M K, Dr. Anitha C S, Dr.Shimi Lawrence, Dr.Boby Philip Dr.Anoop.M.S, Dr.Smitha.P.S	Dr.Mohan.G	Sri. Chitrakumar.V.K
6	Professional Societies	Sri. Sumesh.C.K, Dr.Sreejith.B.J,Sri. Shajan S Smt.Susmithakumari.S, Smt. Ani Lawrence, Smt.Soja Salim, Smt.Sandhya.L	Smt. Asha S	Smt. Binu Rajan
7	Computer Services & Networking	Sri. Sumesh.C.K, Smt. Binu Rajan, Smt. Bindu.V, Sri. Saji.G, Sri.Sen.K.V, Sri. Arun.G.K, Sri. Suresh.L.B	Smt. Rejimol Robinson	Smt.Aparna.P.R
8	College Union & Student Activities including CULT A WAY	Dr.S.H.Anil Kumar, Dr.Libish.T.M, Sri. Sabu.V.R, Dr.Arun.M, Sri. Baji.K, Sri. Kumar.G.S, Sri. Kannan.T.S, Sri. Binu P Thomas, Sri. Vishnu.V.J	Sri. George M Joseph	Dr.Sreejith B J
9	Canteen Committee	Dr. Abhilash.S.S, Smt. Aparna.P.R, Dr. Jisu Elsa Jacob, Sri. Chitharanjan.K, Sri. Ajaykumar.V.R, Sri. Vinayan.S.V, Sri. Pramod.M.R, Sri. Suji.A, Sri. Praveen.P.K	Dr.Arun.M	Dr. Kavilal.E.G
10	Staff Welfare	Dr.Arun.M, Dr.Sanu Krishna.S.S, Sri. Rajesh.S.P, Sri. Soja Salim, Smt. Binu Rajan, Smt. Aparna.P.R, Smt. Subha.V, Sri. Vinayan.S.V, Sri. Pramod.M.R, Sri.Praveen.P.K	Sri. Baji.K	Sri. Kumar.G.S
11	Hostel Committee	Dr.Jayakumar.E, Dr.Arun.M, Sri. Rajesh S.P, Smt. Vineethalekshmi.P.V, Smt. Rejimol Robinson, Sri. Nelwin Raj N R	Dr. Arun M	Smt. Vineethalekshmy P V
12	College Magazine, Publication & Public Relation	Dr.Sanukrishna.S.S, Sri.Baji.K, Sri. Chitharanjan K, Sri. Praveen.P.K, Sri. Arun.G.K, Sri. Sanal Kumar, Smt. Bindu V	Dr. Gijoy.S	Dr. Sunukrishna S S
13	Attendance Monitoring (Staff & Students)	Dr.Anilkumar.S.H, Sri. Biju Jacob, Sri. Ajayakumar.V.R, Dr. Nisha Jose.K, Sri. Renjith.R.J, Smt. Reshmi Krishnan, Sri. Saji.G	Dr.Subu Surendran	Sri. Hari Kumar S
14	AICTE Application & Accreditation	Dr.Mohan G, Dr.Shimi Lawrence, Sri. Sajith Sethu P, Smt. Sandhya L, Smt. Preeja V, Smt.Susmithakumari.S, Sri.Saji.G	Dr.Subu Surendran	Dr.Anoop.M.S
15	House Keeping	Smt. Divya.J.K, Smt. Mecna.S.R, Sri. Davidson, Sri.Santhosh Kumar, Sri. Ajayakumar R	Smt. Ani Lawrence	Smt. Meenambika.V.S
16	Class/Time table Monitoring	Sri. Baji.K, Smt.Kavitha KV, Dr.Kamal Krishna.R, Sri. Chitharanjan.K, Smt. Reshmi Krishnan	Dr.Shyji.S	Dr. Smitha P.S

		Dr. Boby Philip, Sri. Biju Jacob, Sri. Rinu Sathyan, Sri. Rejimoan.R, Sri. Saji.G, Sri. Arun G.K	Smt. Binu Rajan	Dr. Lekshmi.V.S
18	Women's Forum	Dr. Rohini.S, Smt. Binu Rajan, Smt. Preetha.V.H, Smt. Subha.V, Smt. Suja Devi.V, Smt. Reshmi Krishnan.S	Smt. Soja Salim	Smt. Rejimo Robinson
19	Sports	Sri. Baji.K, Sri. Kumar.G.S, Sri. Rajesh.S.P, Sri. Ajayakumar.V.R, Sri. Kannan.T.S	Sri. Prem Kumar J	Sri. Earnest Robinson
20	Green Protocol	Sri. Rejimoan.R, Dr. Abhilash.S.S, Dr. Sanu Krishna.S.S, Sri. Rinu Sathyan, Dr. Gijoy.S, Smt. Ani Lawrence, Smt. Gayathri V, Smt. Subha.V, Sri. Santhoshkumar.K	Dr. Anoop.M.S	Dr. Kavilal.E.G
21	Continuing Education Cell	Sri. Sabu.V.R, Smt. Gayathri.V, Sri. Rejimoan.R, Sri. Vijayan.N.S, Sri. Santhoshkumar.K, Sri. Ajayakumar.V.R, Dr. Nisha Jose.K, Smt. Preetha.V.H	Dr. Shyjl.S	Smt. Deepa A K
22	Disciplinary Action / Students Advisory System	Sri. Sabu.V.R, Sri. Susmithakumari.S, Smt. Binu Rajan, Smt. Asha.S, Smt. Bindu.V, Sri. Arun.G.K	Dr. Kamal Krishna R	Smt. Rejimo Robinson
23	Examination Cell	Smt. Kavitha.K.V, Smt. Subha.V, Dr. Sanukrishna S S, Dr. Abhilash S S, Dr. Gijoy S (Tenure of the Examination cell- till the completion of the next odd semester examination)	Sri. Salim Paul (Assistant Superintendent)	Sri. Biju Jacob
24	EC of PTA	Principal and all HODs (Tenure of the committee – till the completion of next AGM of PTA)	Dr. Boby Philip (Secretary)	

**Note:** 1. All HODs and Deans shall be invited members in all the Committees upon requirement.

2. In the event of a Member/ Convener/Chairman of a committee leaving the organisation, the Convener/Co-Convener of the committee concerned should report the matter in writing to the Principal to appoint a substitute.



PRINCIPAL i/c

To

The members concerned

[Translation in English of the Kerala Prohibition of Ragging Act, 1998 published under the authority of the Governor]

THE KERALA PROHIBITION OF RAGGING ACT, 1998\*

(Act 10 of 1998)

An Act to Prohibit ragging in educational institutions in the State of Kerala.

Preamble.- WHEREAS it is expedient to prohibit ragging in educational institutions in the State of Kerala.

BE it enacted in the Forty-Ninth Year of the Republic of India as follows:-

1. *Short title, extent and Commencement.*(1) This Act may be called the Kerala Prohibition of Ragging Act, 1998.

(2) It extends the whole of the State of Kerala.

(3) It shall be deemed to have come into force on the 23<sup>rd</sup> day of October, 1997.

2. *Definition.*-In this Act, unless the context otherwise required,-

(a) 'head of the educational institution' means the Principal or the Headmaster or the person responsible for the management of that educational institution;

(b) 'Ragging' means doing of any act, by disorderly conduct, to a student of an educational institution, which causes or is likely to cause physical or psychological harm or raising apprehension or fear or shame or embarrassment to that student and includes-

(i)teasing, abusing or paying practical jokes on, or causing hurt to, such student; or

(ii) asking a student to do any act or perform something which such student will not, in the ordinary course willingly, do.

3. *Prohibition of ragging.*- Ragging within or without any educational institution is prohibited.

4. *Penalty for ragging.*- Whoever commits, participates in, abets or propagates ragging within, or without, any educational institution shall, on conviction, be punished with imprisonment for a term which may extent to two years and shall also be liable to a fine which may extent to ten thousand rupees.

5. *Dismissal of student.*- Any student convicted of an offence under section 4 shall be dismissed from the educational institution and such student shall not be admitted in any other educational institution for a period of three years from the date of order of such dismissal.

6. *Suspension of student.*- (1) Whenever any student or , as the case amy be, the parents or guardian, or a teacher of an educational institution complaints, in writing, of ragging to the head of the educational institution, the head of that educational institution shall, without prejudice to the foregoing provisions, within seven days of the receipt of the complaint, enquire into the matter mentioned in the complaint and if, prima facie, it is found true,

**Actions to be taken against students for indulging and abetting in Ragging in technical institutions Universities including Deemed to be University imparting technical education:-**

1. The punishment to be meted out to the persons indulged in ragging has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents. The students who are found to be indulged in ragging should be debarred from taking admission in any technical institution in India.
2. Every single incident of ragging a First Information Report (FIR) must be filed without exception by the institutional authorities with the local police authorities.
3. Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following.
  - (i) Cancellation of admission
  - (ii) Suspension from attending classes
  - (iii) Withholding/withdrawing scholarship/fellowship and other benefits
  - (iv) Debarring from appearing in any test/examination or other evaluation process
  - (v) Withholding results
  - (vi) Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
  - (vii) Suspension/expulsion from the hostel
  - (viii) Rustication from the institution for period ranging from 1 to 4 semesters
  - (ix) Expulsion from the institution and consequent debarring from admission to any other institution.
  - (x) Fine of Rupees 25,000/-
  - (xi) Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggars.
4. The institutional authority shall intimate the incidents of ragging occurred in their premises along with actions taken to the Council immediately after occurrence of such incident and inform the status of the case from time to time.
5. Courts should make an effort to ensure that cases involving ragging are taken up on priority basis to send the correct message that ragging is not only to be discouraged but also to be dealt with sternness.



**SREE CHITRA THIRUNAL COLLEGE OF ENGINEERING**  
PAPPANAMCODE, TRIVANDRUM – 695018

No. 589/PRL/2017/SCTCE

Dated 30.06.2018

**OFFICE ORDER**

Sub: SCTCE – Various Committees for the year 2018-19 – Constitution – reg

As per the decision of Academic Council held on 27.06.2018, the various committees for the academic year 2018-19 have been constituted. The Conveners are requested to convene the first meeting of their committees before 13.07.2018 and to prepare an action plan of their proposed activities during the current academic year. The Conveners should ensure the implementation of their action plan with the approval of the Principal. The periodic meeting of the committees must be conducted by the conveners. The periodic reports of the meetings of the committees have to be reported to the undersigned.

**Various Committees constituted for the academic year 2018-19**

Sl. No	Name of Committee	Members	Chairperson/ Convener	Co-convener
1	Building & Civil Maintenance committee	Dr. R Ajith, George M Joseph, Arun M, Kumar G S, Dr. Bobby Philip, Gijoy S, Abhilash S S, Rajesh K, Rajasingh, Harikumar S, Ajaya Kumar V R, Sanal Kumar S, Suresh L B	Dr. Geetha Kumari B	Sabu V R
2	Electrical Installation & Maintenance	George M Joseph, R Jayakumar, Rajasingh, Harikumar S, Jayan J, Kannan T S, Giju C	Dr. Bobby Philip	Reshmi Krishnan
3	A/C Maintenance	Kavitha K V, Abhilash S S, Jickson G H, Binu P Thomas	Gijoy S	Rajesh S P
4	Plumbing Maintenance & Water Supply	Nebu Jacob, Harikumar S, Rajesh K, Jayakumar R	Abhilash S S	Kiran Nath G
5	CGPU, Counseling Centre & EDC	Aparna P R, Subha V, Dr. Jayakumar E, Rinu Sathyan, Rajesh S P, Vineethalekshmi P V, Soja Salim, Sajith Sethu P, Rejimol Robinson, Anoop Kumar S, Chitharanjan K, Rejimoan R, Kuttymalu V K, George M Joseph, Shyji S, Dr. Bobby Philip	Prakash U	Sabu V R
6	Transportation	Sabu V R, Bindu V, Kumar G S, Kavitha K V	Chithrakumar VK	Rajesh S P
7	Library Council	Dr. Anil Kumar S H, Subha V, Ameena A, Preeja V, Rejimoan R, Nisha Jose K, Preetha V H, Librarian, Kannan T S, Sanal Kumar S	Dr. Jayasudha J S	Asha S
8	Research & Consultancy Projects	Dr. Soniya B, Rejimol Robinson, V. Gayathri, Dr. Bobby Philip, Nelwin Raj N R, Dr. Anup Thomas, Soja Salim, Dr. E. Jayakumar, Arun M, Binu Rajan, Ajaya Kumar V R	Dr. Sheeja M K	Shyji S
9	Professional Societies	Prakash U, Sabu V R, Sajith Sethu P, Nelwin Raj N R, Rejimol Robinson, Soja Salim, George M Joseph	Dr. Bobby Philip	Kuttymalu V K
10	Computer Services & Networking	Dr. Soniya B, Binu Rajan, Harikumar S, Saji G, Arun G K, Jayan J, Sen K V, Meena S R, Suresh L B	Rejimol Robinson	Chitharanjan K
11	College Union & Students' Activities	Chitharanjan K, Bindu V, Baji K, Chithra Kumar V K, Binu Rajan, Sabu V R, Arun M	George M Joseph	Libish T M
12	Anti-Ragging Monitoring committee	Dr. Jayasudha J S, Sabu V R, Dr. E. Jayakumar, Sr. Anitha C S, Nebu Jacob, Sajith Sethu P, Suja Devi V, Rubeena S, Arun G K,	Anoop Kumar S	Bindu V
13	Canteen Committee	Nisha Jose K, Jisu Elsa Jacob, Rajesh S P, Harikumar S, Binu P Thomas, Shajahan A, Ajaya Kumar V R, Pramod M R, Vinayan S V, Santhosh Kumar K	Kavitha K V	Nebu Jacob
14	PTA to the EC	All HODs	Dr. Bobby Philip	Sabu V R
15	NSS Unit	Arun M, Chitharanjan K, Syama R, Rahul Kumar S, Kannan T S, Santhosh Kumar K, Ajaya Kumar V R	Rejimoan R	Subha V

16	Staff Welfare	Sabu V R, Kumar G. S, Preetha V H, Aparna P R, Arun M, Dr. Kavilal E G, Baji K, Abhilash S S, Rajesh S P, Binu Rajan, Harikumar S, Vinayan S V, Davidson D	Dr. Anil Kumar S H	Suresh L B
17	Hostel Committee	Abhilash S S, Nebu Jacob, Nisha Jose, Jisu Elsa Jacob, Ajaya Kumar V R	Rejimoan R	Kavitha K V
18	Examination Committee	Chitharanjan K, Kavitha K V, Nelwin Raj N R, Baji K, Sreejith B J, Asha S	Dr. Sathi Devi G	Dr. Kavilal E G
19	Continuing Education Cell	Kumar G S, Nelwin Raj N R, Binu Rajan, Soja Salim, Ajaya Kumar V R, Santhosh Kumar K, Rahul Kumar S	Shyji S	Harikumar S
20	College Magazine & Publications	Dr. Anil Kumar S H, Sandhya L, Baji K, Nebu Jacob, Arun G K	Bindu V	Preeja V
21	Students Grievance Redressal cell	Dr. Anil Kumar S H, Rejimol Robinson, Sandhya L, Deepa A K, Bindu V, Kumar G S, Dr. E. Jayakumar, Rejimoan R	Nisha Jose K	Kavitha K V
22	Disciplinary actions/Student's Advisory System	Dr. Libish T M, Dr. Anitha C S, Chithra Kumar V K, Sabu V R, George M Joseph, Baji K, Susmitha Kumari S, Rejimoan R, Binu Rajan, Arun G K	Sajith Sethu P	Shyji S
23	Attendance Monitoring (Staff and students)	Shyji S, George M Joseph, Gayathri V, Rajesh S P, Preeja V, Arun G K	Dr. Soniya B	Harikumar S
24	AICTE application, Accreditation & ISO	Dr. Shimi Lawrence, Anoop Kumar S, Susmitha Kumari S, Rejimol Robinson, Saji G	Dr. Subu Surendran	Dr. Soniya B
25	House keeping	Dr. Jayasudha J S, George M Joseph, Shyji S, Chithra Kumar V K, Harikumar S, Ajaya Kumar V R	Dr. G. Sathi Devi	Meena S R
26	Womens' Forum	Aparna P R, Preetha V H, Suja Devi V, Rejimol Robinson, Binu Rajan, Ameena A	Sandhya L	Gayathri V
27	Class/Time table monitoring Committee	Dr. Jaya J B, Dr. Soniya B, Bindu V, Asha S, Dr. Shimi Lawrence, Reshmi Krishnan, Baji K, Kavitha K V, Preeja V	Anoop Kumar S	George M Joseph
28	Website, Automation & Software	Dr. Soniya B, Dr. Jaya Kumar E, Binu Rajan, Soja Salim, Preetha V H, Jickson G H, Arun G K	Kuttymalu V K	Saji G
29	Cult A Way	Kumar G S, Asha S, Prakash U, Harikuttan K, Chitharanjan K, Kuttymalu V K, Binu Rajan	Baji K	Dr. Libish T M
30	KTU Co-ordination	Dr. Anil Kumar S H, Preeja V, Kuttymalu V K	Dr. Shimi Lawrence	Dr. Anitha C S
31	SC/ST Committee	Shyji S, Rejimoan R, Sandhya L, Subha V	Dr. Kavilal E G	
32	IEDC Committee	Aparna P R, Subha V, Dr. Jayakumar E, Rinu Sathyan, Rajesh S P, Vineethalekshmi P V, Soja Salim	Sabu V R	Prakash U
33	Green Protocol	Dr. P. P. Thomas, Dr. Jayasudha J S, Dr. Ajith R, Administrative Officer, Kavitha K V, Arun M, Geethu Chellappan, Santhosh Kumar K, Kannan T S, Sanooja S, Ambika K, NSS Volunteers	Rejimoan R	Subha V
34	Sports Committee		Dr. E. Jayakumar	Kumar G S
35	Internal Complaints Committee	Anoop Kumar S, Asha S, Indulekha K N, Sen K V, Adv. Elsamma Prayikalam (NGO member), 3 student members	Dr. Anitha C S	

**Note: 1. In the case of Anti-ragging Monitoring Committee, the Secretary PTA (parent member) and the Circle Inspector of Police, Thampanoor shall be invited members**  
**2. All HODs and Deans shall be invited members in all the Committees upon requirement.**

  
**PRINCIPAL**

To

1. The persons concerned
2. All HODs, Deans
3. Security Staff





**SREE CHITRA THIRUNAL COLLEGE OF ENGINEERING**  
PAPPANAMCODE, TRIVANDRUM – 695018

No. 589/PRL/2017/SCTCE

Dated 02.08.2019

**OFFICE ORDER**

Sub: SCTCE – Various Committees for the year 2019-20 – Constitution – reg

The various committees for the academic year 2019-20 have been constituted. The Conveners are requested to convene the first meeting of their committees and to prepare an action plan of their proposed activities during the current academic year. The Conveners should ensure the implementation of their action plan with the approval of the Principal. The periodic meeting of the committees must be conducted by the conveners. The periodic reports of the meetings of the committees have to be reported to the undersigned. The previous order dated 29.07.2019 in this regard stands cancelled.

**Various Committees constituted for the academic year 2019-20 (Revised)**

Sl. No	Name of Committee	Members	Chairperson/ Convener	Co-convener
1	IQAC	Dr. Jayasudha J S, Dr. Soniya B, Susmitha Kumari S, Dr. Kavilal E G	Dr. Subu Surendran	Sajith Sethu P
2	Building & Civil Maintenance committee	Dr. R. Ajith, Dr. Libish T M, Shyji S, Chithrakumar V K, Harikuttan K, Rubeena S, Suresh L B, Ajayakumar V R, Kumar G. S, Ajayakumar R, Hari Kumar S, Sanal Kumar S, Kannan T S	Dr. Geetha Kumari B	Sabu V R
3	Electrical Installation & Maintenance	Biju Jacob, Jayakumar R, Giju C, Rajasingh, Binu P Thomas, Hari Kumar S, Jayan J	Dr. Bobby Philip	Reshmi Krishnan
4	A/C Maintenance	Shajahan A, Vinayan S V, Earnest Robinson	Rajesh S P	Chithrakumar V K
5	Plumbing Maintenance & Water Supply	Harikuttan K, Kavitha K V, Vinayan S V, Harikumar S, Davidson, Kirannath G, Rony S J	Abhilash S S	Praveen P K
6	CGPU, Counseling Centre & EDC	Shyji S, Anoop Kumar S, Bindu V, Aparna P R, Susmitha Kumari S, Biju Jacob, Sajeer M, Chitharanjan K, Rejimoan R, Kuttymalu V K	Prakash U	Sabu V R
7	Transportation	Bindu V, Kumar G S, Preeja V, Vijayan N S, Santhoshlal P M, Rahul Kumar S, Anil Kumar P, Sen K V, Sambasivan S	Chithrakumar VK	Rajesh S P
8	Library Council	Dr. Anil Kumar S H, Subha V, Reshmi Krishnan S, Rubeena S, Rohini S, Dr. Anup Thomas, Sajeer M, Rejimoan R, Preeja V, Harikumar S, Kannan T S, Librarian	Dr. Ajith R	Lakshmi V S
9	Research & Consultancy Projects	Dr. Jayasudha J S, Soja Salim, Binu Rajan, Shyji S, Chithrakumar V K, Abhilash S S, Arun M, Dr. Kavilal E G, Sumesh C K, Bindu V, Dr. Bobby Philip, Vinethalekshmy P V, Biju Jacob,	Dr. Sheeja M K	Dr. Anup Thomas
10	Professional Societies	Dr. Geetha Kumari B, Dr. Anil Kumar S H, Deepa A. K, Nelwin Raj N R, Dr. Bobby Philip, Susmitha Kumari S, Sajeer M, Dr. Jayasudha J S, Chitharanjan K, Soja Salim	Kuttymalu V K	Asha S
11	Computer Services & Networking	Arun G K, Suresh L B, Harikumar S, Saji G, Sen K V, Meena S R, Jayan J, Jayakumar R	Dr. Soniya B	Chitharanjan K
12	College Union & Students' Activities	Dr. Libish T M, Bindu V, Kumar G S, Baji K, Salim Paul, Subha V, Earnest Robinson	Chithrakumar V K	Kumar G S
13	Anti-Ragging Monitoring committee	Sabu V R, Nebu Jacob, Suresh L B, Lakshmi V S, Aparna P R, Nisha Jose K, Arun G K, Baji K, Suja Devi V	Anoop Kumar S	Bindu V
14	Canteen Committee	Dr. Anil Kumar S H, Kumar G S, Earnest Robinson, Vinayan S V, Pramod M R, Jisu Elsa Jacob, Aparna P R, Vineethalekshmi P V, Sajeer M, Harikumar S	Dr. Bobby Philip	Jayakumar R
15	PTA to the EC	Sajith Sethu P, Harikuttan K, Gayathri V	Dr. Bobby Philip	Kuttymalu VK
16	NSS Unit	Arun M, Suresh L B, Praveen P K, Ajayakumar V R, Kannan T S	Subha V, Rejimoan R	Chitharanjan K
17	Staff Welfare	Dr. Anil Kumar S H, Kumar G S, Deepa A K, Abhilash S S, Vinayan S V, Davidson D, Preeetha V H, Aparna P R, Meenambika V S, Baji K, Divya J K, Subha V, Binu Rajan, Hari Kumar S	Arun M	Suresh L B

18	Hostel Committee	Abhilash S S, Nebu Jacob, Suresh L B, Santhoshlal P M, Vineethalekshmi P V, Ajayakumar V R, Praveen P K	Rejimoan R	Kavitha K V
19	Examination Committee	Jisu Elsa Jacob, Sajeer M, Kavitha K V	Dr. Sathi Devi G	Dr. Kavilal E G
20	Continuing Education Cell	Deepa A K, Preetha V H, Nelwin Raj N R, Aparna P R, Gayathri V, Subha V, Ajayakumar V R, Vijayan N S, Soja Salim, Harikumar S	Shyji S	Arun M
21	College Magazine & Publications	Dr. Anil Kumar S H, Nebu Jacob, Bindu V, Sandhya L, Arun G K, Rubeena S, Sajeer M, Chitharanjan K, Soja Salim	Lakshmi V S	Salim Paul
22	Students Grievance Redressal cell	Dr. Geetha Kumari B, Sumesh C K, Aparna P R, Sandhya L, Rubeena S, Rohini S, Subha V, Dr. Sbniya B, Rejimoan R, Preeja V, Binu Rajan, Preetha V H	Nisha Jose K	Kavitha K V
23	Disciplinary actions/Student's Advisory System	Sabu V R, Dr. Anitha C S, Chithrakumar V K, Dr. Bobby Philip, Abhilash S S, Gijoy S, Arun G K, Susmitha Kumari S, Salim Paul, Binu Rajan	Shyji S	Sajith Sethu P
24	Attendance Monitoring (Staff and students)	Shyji S, Ajayakumar V R, Earnest Robinson, Bindu V, Asha S, Jisu Elsa Jacob, Aparna P R, Arun G K, Gayathri V, Baji K, Dr. Jayasudha J S, Rajesh S P	Dr. Soniya B	Harikumar S
25	AICTE application, Accreditation & ISO	Dr. Anil Kumar S H, Dr. Shimi Lawrence, Sajith Sethu P, Susmitha Kumari S, Dr. Soniya B, Sandhya L, Saji G	Dr. Subu Surendran	Dr. Jayasudha J S
26	House keeping	Ajayakumar V R, Vinayan S V, Harikumar S, Rahul Kumar S, Santhosh Kumar K, Meena S, Meenambika V S, Divya J K	Dr. G. Sathi Devi	Suresh L B
27	Womens' Forum	Dr. Geetha Kumari B, Dr. Soniya B, Deepa A K, Sandhya L, Aparna P R, Preetha V H, Rohini S, Soja Devi V, Subha V, Binu Rajan	Soja Salim	Vineethalekshmi P V
28	Class/Time table monitoring Committee	Shyji S, Sumesh C K, Reshmi Krishnan S, Baji K, Dr. Jayasudha J S, Kavitha K V, Preeja V, Sajith Sethu P, Asha S	Anoop Kumar S	Sajeer M
29	Website, Automation & Software	Shyji S, Chithrakumar V K, Lakshmi V S, Arun G K, Binu Rajan, Saji G	Dr. Sonia B	Kuttimalu V K
30	Cult A Way	Binu Rajan, Kuttymalu V K, Vishnu V J, Suresh L B, Earnest Robinson, Ajayakumar V R,	Baji K	Chitharanjan K
31	KTU Co-ordination	Bindu V, Dr. Jayasudha J S, Rejimoan R, Preeja V, Kuttymalu V K, Aparna P R, All Staff Advisors	Dr. Shimi Lawrence	Dr. Anitha C S
32	SC/ST Committee	Shyji S, Rejimoan R, Sandhya L, Subha V	Dr. Kavilal E G	
33	IEDC Committee	Aparna P R, Subha V, Dr. E. Jayakumar, Rinu Sathyan, Rajesh S P, Vineethalekshmi P V, Soja Salim	Sabu V R	Prakash U
34	Green Protocol	Dr. K. B. Radhakrishnan, Dr. Jayasudha J S, Dr. Ajith R, Administrative Officer, Kavitha K V, Arun M, Santhosh Kumar K, Kannan T S, Sanooja S, Ambika K, NSS Volunteers	Rejimoan R	Subha V
35	Sports Committee	Dr. E. Jayakumar, Gijoy S, Baji K, Dr. Anup Thomas, Preeja V, Kuttymalu V K, Kannan T S	Arun M	Kumar G S
36	Internal Complaints Committee	Anoop Kumar S, Asha S, Indulekha K N, Sen K V, Adv. Elsamma Prayikalam (NGO member), 3 student members	Dr. Anitha C S	
37	Public Relations Committee	Praveen P K, Vishnu V J	Arun M	Sandhya L

- Note:** 1. In the case of Anti-ragging Monitoring Committee, the Secretary PTA (parent member) and the Circle Inspector of Police, Thampanoor shall be invited members  
2. All HODs and Deans shall be invited members in all the Committees upon requirement.

  
PRINCIPAL

- To
1. The persons concerned
  2. All HODs, Deans
  3. Security Staff



**SREE CHITRA THIRUNAL COLLEGE OF ENGINEERING**  
PAPPANAMCODE, TRIVANDRUM – 695018

No. 589/PRL/2017/SCTCE

Dated 26.08.2020

**OFFICE ORDER**

Sub: SCTCE – Various Committees for the year 2020-21 – Constitution – reg

The various committees for the academic year 2020-21 have been constituted. The Conveners are requested to convene the first meeting of their committees and to prepare an action plan of their proposed activities during the current academic year. The Conveners should ensure the implementation of their action plan with the approval of the Principal. The periodic meeting of the committees must be conducted by the conveners. The periodic reports of the meetings of the committees have to be reported to the undersigned.

**Various Committees constituted for the academic year 2020-21**

Sl. No	Name of Committee	Members	Chairperson/ Convener	Co-convener
1	IQAC	Dr.Libish.T.M, Dr.Subu Surendran Dr.Anoop Kumar.S, Dr.Shimi Lawrence, Susmithakumari.S Dr.Shyji.S	Dr.Sheeja M K	Preeja.V
2	Building & Civil Maintenance committee	Dr.R.Ajith, Dr.Shimi Lawrence, Sabu.V.R, Dr.Libish T M, Dr.Shyji.S, Baji.K, Suresh.L.B Ajayakumar.V.R Hari Kumar.S, Sanal Kumar.S, Rahul Kumar.S	Dr.Geethakumari. B	Bindu Bernard
3	Electrical Installation & Maintenance	George M Joseph, Biju Jacob, Nebu Jacob, Jayakumar.R, Giju.C, Rajasingh, Binu P Thomas, Harikumar.S,Jayan.J	Dr. Boby Philip	Reshmi Krishnan
4	A/C Maintenance	Praveen.P.K, Arun.G.K, Kannan.T.S, Jayan.J	Gijoy.S	Sigikumar.T.S
5	Plumbing Maintenance & Water Supply	Kumar.G.S, Sumesh.C.K, Baji.K, Harikumar.S, Suji.A, Vishnu.V.J, Jayakumar R	Dr.Jayakumar.E	Praveen P K
6	CGPU, Counseling Centre & EDC	Chithrakumar.V.K, George M Joseph, AnoopM.S, Dr.Lakshmi.V.S, Susmitha Kumari.S, Rejimoan.R	Prakash U	Sabu V R
7	Transportation	Kavitha.K.V, Dr.Kavilal..E.G, Nelwin Raj.N.R, Dr. Rohini.S, Santhoshkumar.K, Sambasivan.S,Anil.P	Chithrakumar VK	Rajesh S P
8	Library Council	Dr.Anil Kumar.S.H, Dr.Boby Philip, Smitha.P.S Renjith.R.J, Gayathri.V, Kuttimalu.V.K, Hari Kumar.S, Kannan.T.S, Librarian	Sandhya.L	Susmithakumari. S
9	Research & Consultancy Projects	Prof.M.R.Saratchandradas, Dr.Jayasudha.J.S, Dr.Sheeja.M.K, Dr.Libish.T.M, Dr.Boby Philip, Rubeena.S	Dr.K.B Radhakrishnan	Dr.Mohan.G
10	Professional Societies	Dr.Jayasudha.J.S, Dr.Sheeja.M.K, Dr.Shimi Lawrence, Dr.S.H.Anil Kumar, Dr.Boby Philip, Vineetha Lekshmi.P.V, Soja Salim	Kuttimalu.V.K	Dr. Robini.S
11	Computer Services & Networking	Hari Kumar.S, Arun.G.K, Saji.G, Suresh.L.B, Sen.K.V, Meena.S.R, Jayan.J, Jayakumar.R	Rejimol Robinson	Smitha.P.S
12	College Union & Students' Activities	Sabu.V.R, Libish.T.M, Dr. Sreejith.B.J, Rajesh.S.P, Subha.V, Earnest Robinson, Shajahan.S	George M Joseph	Premkumar.J
3	Anti-Ragging Monitoring	Dr.Jayakumar.E, Sanu krishna.S.S, Suja Devi, Nisha Jose, Aparna.P.R, Arun.G.K, Santhoshlal.P.M	Dr.Anitha.C.S	Binu Rajan
4	Canteen Committee	Dr.S.H.Anil Kumar, Dr.Boby Philip, Kumar.G.S, Vineetha Lekshmi..P.V, Jisu Elsa Jacob, Jayakumar.R, Hari Kumar.S	Nebu Jacob	Vinayan.S
5	PTA to the EC		Dr. Boby Philip	Preeja V
6	NSS Unit	Arun.M, Praveen.P.K, Meenambika.V.S, Davidson.D, Kannan.T.S	Rejimoan.R Subha.V	Chitharanjan K
7	Staff Welfare	Dr.Anil Kumar.S.H, Kumar.G.S Smitha.P.S, Meenambika.V.S, Baji.K, Divya.J.K, Soja Salim	Dr. Sreejith B J	Suresh.L.B

18	Hostel Committee	Kavitha.K.V, Abhilash.S.S, Gijoy.S, Rubeena.S, Ajayakumar.V.R, Praveen.P.K	Arun.M	Bindu.V
19	Examination Committee	Jisu Elsa Jacob, Sajeer M, Kavitha K V	Dr. Sathi Devi G	Dr. Kavilal E G
20	Continuing Education Cell	Premkumar.J, Deepa.A.K, Preeetha.V.H, Rejimol Robinson, Gayathri.V, Soja Salim	Dr. Shyji S	Ajayakumar.V.R
21	College Magazine & Publications	Nebu Jacob, Gijoy.S, Salim Paul, Bindu.V, Vineetha Lekshmi.PV, Chitharanjan.K, Arun.G.K	Smitha.P.S	Dr. Lakshmi.V.S
22	Students Grievance Redressal cell	Dr.Geethakumari.B, Dr.Soniya.B, Sumesh.C.K, Sandhya.L, Dr.Rohini.S, Rejimoan.R, Asha.S	Harikuttan.K	Aparna.P.R
23	Disciplinary actions/Student's Advisory System	Sabu.V.R, Libish.T.M, Dr.Jaya.J.B, Chithrakumar.V.K, Shyji.S, Abhilash.S.S, Susmithakumari.S, Salim Paul, Binu Rajan, Arun.G.K	Kamal Krishna	Sajith Sethu.P
24	Attendance Monitoring (Staff and students)	Dr.Jayasudha.J.S, Dr.R.Ajith, Dr.Shyji.S, George M Joseph, Sajith Sethu.P, Susmitha Kumari.S, Saji.G	Dr. Soniya B	Harikumar S
25	AICTE application, Accreditation & ISO	Dr.Sheeja.M.K, Dr.Anil Kumar.S.H, Dr.Shimi Lawrence, Dr.Libish.T.M, Dr. Rohini.S, Saji.G	Dr. Subu Surendran	Dr. Jayasudha J S
26	House keeping	Ajayakumar.V.R, Vinayan.S.V, Hari Kumar.S, Pramod.M.R, Meenambika.V.S, Divya.J.K	Dr. G. Sathi Devi	Meenambika V.S
27	Womens' Forum	Dr.Geetha Kumari.B, Dr.Anitha.C.S, Dr.Soniya.B, Sandhya.L, Bindu Bernard, Suja Devi, Subha.V	Dr. Rohini.S	Preeetha V H
28	Class/Time table monitoring Committee	Dr.Jayasudha.J.S, Dr.Shyji.S, Preeja.V, Sumesh.C.K, Reshmi Krishnan.S, Asha.S, Baji.K	Dr.Anoop Kumar S	George M Joseph
29	Website, Automation & Software	Dr.Boby Philip, Dr.Jayakumar.E, Chithrakumar.V.K, Lekshmi.V.S, Saji.G	Binu Rajan	Kuttimalu.V.K
30	Cult A Way	Harikuttan.K, Arun.M, Chitharanjan.K, Kumar.G.S, Sajeer.M, Vineetha Lekshmi.P.V, Vishnu.V, Ajayakumar.V.R	Abhilash.S.S	Biju Jacob
31	KTU Co-ordination	Bindu.V, Dr.Jayasudha.J.S, Preeja.V, Bindu Bernard, Aparna.P R, Baji.K, All Staff Advisors	Dr. Shimi Lawrence	Dr. Anitha C S
32	SC/ST Committee	Dr.Mohan.G, Harikuttan.K, Sandhya.L, Subha.V, Rejimoan.R	Dr. Kavilal E G	Vineethalekshmi.P.V
33	IEDC Committee	Dr.E.Jayakumar, Kamal Krishna, Aparna.P R, Jisu Elsa Jacob, Suja Devi, Soja Salim	Sabu V R	Prakash U
34	Green Protocol	Dr. K. B. Radhakrishnan, Dr. Jayasudha J S, Dr. Ajith R, Administrative Officer, Kavitha K V, Arun M, Santhosh Kumar K, Kannan T S, Sanooja S, Ambika K, NSS Volunteers	Rejimoan R	Subha V
35	Sports Committee	Kumar.G.S, Sumesh.C.K, Gijoy.S, Baji.K, Preeja.V, Earnest Robinson, Rahulkumar.S	Premkumar.J	Kumar.G.S
36	Internal Complaints Committee	Dr. Anoop Kumar S, Asha S, Indulekha K N, Sen K V, Adv. Elsamma Prayikalam (NGO member), 3 student members	Dr. Anitha C S	
37	Public Relations Committee	Praveen.P.K, Arun.G.K, Vishnu.V.J, Kannan.T.S	Arun M	Nelwin Raj.N.R

- Note: 1. In the case of Anti-ragging Monitoring Committee, the Secretary PTA (parent member) and the Circle Inspector of Police, Thampanoor shall be invited members**  
**2. All HODs and Deans shall be invited members in all the Committees upon requirement.**

  
**PRINCIPAL**

To

1. The persons concerned
2. All HODs, Deans
3. Security Staff



**SREE CHITRA THIRUNAL COLLEGE OF ENGINEERING**  
PAPPANAMCODE, TRIVANDRUM – 695018

No. 589/PRL/2017/SCTCE

Dated 26.11.2021

**OFFICE ORDER**

Sub: SCTCE – Various Committees for the year 2021-22 – Constitution – Final List – reg

The various committees for the academic year 2021-22 and the mandatory committees as insisted by AICTE/KTU have been constituted. The Conveners are requested to convene the first meeting of their committees and prepare an action plan of their proposed activities during the current academic year. The mandatory committees listed in Sl. No. 1 to 9 under 'Mandatory Committees' should function according to the responsibilities assigned by the concerned authorities. The Conveners should ensure the implementation of their action plan with the approval of the Principal. The periodic meeting of the committees must be conducted by the conveners. The periodic reports of the meetings of the committees have to be reported to the undersigned.

**Mandatory Committees**

Sl. No	Name of Committee	Members	Chairperson/ Convener	Tenure
1	IQAC (KTU)	Dr.Subu Surendran (Co-ordinator), Dr. Libish T M, Susmitha Kumari,S, Dr.Anup.M.S, Dr.Shimi Lawrence, Dr. R. Sasikumar (Member-BoG), Sri. Rajesh K G, Sri. Rajkumar R (nominee from local society-PTA),Student & Dr. Abhilash S S (Alumni), Sri. S. Venugopal, Joint General Manager, HLL Life Care Ltd, Sri. Biju K, Treasurer - IEEE kerala section	Head of Institution Principal (Chairperson)	upto 30.06.2025
2	Disciplinary Action Committee (DAC) (KTU)	Sri. Prem Kumar,J, Sri. Biju Jacob, Smt. Kavitha.K.V	Dr.Anoop Kumar.S (HOD-ME)  (Chairman)	upto 30.06.2025
3	Students Grievance & Appeals Committee (KTU/AICTE)	Dr.Libish.T.M (Convener),Sri. Harikuttan.K, Dr.Jayasudha.J.S, Ms. Aparna Shibu, T7A	Principal (Chairman)	upto 30.06.2025
4	Students Welfare Committee (KTU)	Smt. Sandhya L, Sri. Chitharanjan K	Dr.S.H.Anil Kumar (Chairman)	upto 30.06.2025
5	Grievance Redressal Committee for Faculty and Staff (AICTE)	Dr. Ajith R (Convener), Dr. Kavilal E G, Dr. Soniya B	Principal (Chairman)	upto 30.06.2025
6	Anti-Ragging Committee (AICTE)	Civil & Police Administration - SI of Police, Local Media Non Government Organisation involved in youth activities Sri. Sabu.V R, Smt. Vineetha Lekshmy.P.V, Dr.Smitha.P.S, Sri. Nelwin Raj N R,Sri. Pushpakumaran, Smt. Laila F, Sri. Arun.G.K, Sri. Suresh.L.B, Sri. Sathoshlal P M	Dr.E.Jayakumar (Convener), Smt. Asha S (Co-convener)	upto 30.06.2025
7	Internal Complaint Committee (ICC) (AICTE)	Dr.Shyji.S, Smt. Ani Lawrence, Smt.Divya.J.K, Sri. Binu P Thomas, Ms. Jeswin Elizabeth James-B7 Ms. Akshara Bruno-R7, DevaPramod-U7, one member from amongst NGO committed to the cause of women	Dr.Jayasudha.J.S (Presiding Officer)	upto 30.06.2025
8	Gender Justice Forum (Govt.)	Dr.Rohini.S, Divya.S, Meena.S.R, Arya.S (T7), Jyothika.N (R5), Pooja.P.S (R7)	Dr.Soniya.B	upto 30.06.2025
9	SC/ST Cell (AICTE)	Smt. Subha.V, Sri. Baji.K, Dr. Gijoy.S, Sri. Kumar.G.S, Sri. Suji.A	Dr.Kavilal.E.G Sri. Rejimoan R (Co-Convener)	upto 30.06.2025

10	IEDC	Sri. Biju Jacob, Dr.Sreejith.B.J, Dr. Jisu Elsa Jacob, Sri. Arun.G.K	Sri. Sabu.V.R (Convener) Sri. Sumesh C K (Co-Convener)	upto 30.06.2025
11	CGPU	Dr.Anoop.M.S, Sri. Sumesh.C.K, Smt.Susmithakumari.S, Sri.Rejimoan.R, Smt.Sandhya.L	Dr. U. Prakash Sri. Sabu V R (Co-Convener)	upto 30.06.2025
12	NSS Unit		Sri. Rejimoan.R, Smt. Subha.V (Programme Officers)	upto 30.06.2025

**Various Committees constituted for the academic year 2021-22**

(Duration one Academic Year) (upto the end of the Academic year, i.e. 30.06.2022)

Sl. No	Name of Committee	Members	Chairperson/ Convener	Co-convener
1	(Building, Civil & Furniture) Maintenance	Dr.Ajith.R, Sri. Sabu.V.R, Sri. Salim Paul, Sri.Sumesh.C.K, Smt. Bindhu Bernard, Dr.Sreejith.B.J, Smt.Binu Rajan, Smt.Rohini.S, Sri.Hari Kumar.S, Sri.Suresh.L.B, Sri. Santhoshlal.P.M, Sri.Shajahan.A, Sri. Ajayakumar V R, Sri. Suji A	Dr.Geethakumari.B	Dr.Libish.T.M
2	(Electrical, AC & Plumbing) Maintenance	Sri. George M Joseph, Sri.Biju Jacob, Sri. Giju.C, Sri. Rajasingh, Sri. Harikumar.S, Sri. Jayan.J, Sri. Rahul Kumar S	Dr.Boby Philip	Sri. Sigi Kumar T S, Sri. Rinu Sathyan
3	Transportation	Sri. Sabu.V.R, Smt. Kavitha.K.V, Sri. Vijayan.N.S, Sri. Santhoshlal P.M, Smt. Bindu.V, Sri.Kumar.G.S	Sri. Rajesh.S.P	Dr. Kamal Krishna R
4	Library Council	Smt. Preeja.V, Smt. Subha.V, Sri. Renjith.R.J, Dr.Boby Philip, Smt. Gayathri.V, Sri. Vinayan.S, Sri. Pramod.M.R	Dr.Abhilash.S.S	Smt. Renimol.S.S
5	Research & Consultancy Projects	Dr. Jayasudha J S, Dr. Sheeja M K, Dr. Anitha C S, Dr.Shimi Lawrence, Dr.Boby Philip Dr.Anoop.M.S, Dr.Smitha.P.S	Dr.Mohan.G	Sri. Chitrakumar.V.K
6	Professional Societies	Sri. Sumesh.C.K, Dr.Sreejith.B.J,Sri. Shajan S Smt.Susmithakumari.S, Smt. Ani Lawrence, Smt.Soja Salim, Smt.Sandhya.L	Smt. Asha S	Smt. Binu Rajan
7	Computer Services & Networking	Sri. Sumesh.C.K, Smt. Binu Rajan, Smt. Bindu.V, Sri. Saji.G, Sri.Sen.K.V, Sri. Arun.G.K, Sri. Suresh.L.B	Smt. Rejimol Robinson	Smt.Aparna.P.R
8	College Union & Student Activities including CULT A WAY	Dr.S.H.Anil Kumar, Dr.Libish.T.M, Sri. Sabu.V.R, Dr.Arun.M, Sri. Baji.K, Sri. Kumar.G.S, Sri. Kannan.T.S, Sri. Binu P Thomas, Sri. Vishnu.V.J	Sri. George M Joseph	Dr.Sreejith B J
9	Canteen Committee	Dr. Abhilash.S.S, Smt. Aparna.P.R, Dr. Jisu Elsa Jacob, Sri. Chitharanjan.K, Sri. Ajaykumar.V.R, Sri. Vinayan.S.V, Sri. Pramod.M.R, Sri. Suji.A, Sri. Praveen.P.K	Dr.Arun.M	Dr. Kavilal.E.G
10	Staff Welfare	Dr.Arun.M, Dr.Sanu Krishna.S.S, Sri. Rajesh.S.P, Sri. Soja Salim, Smt. Binu Rajan, Smt. Aparna.P.R, Smt. Subha.V, Sri. Vinayan.S.V, Sri. Pramod.M.R, Sri.Praveen.P.K	Sri. Baji.K	Sri. Kumar.G.S
11	Hostel Committee	Dr.Jayakumar.E, Dr.Arun.M, Sri. Rajesh.S.P, Smt. Vineethalekshmi.P.V, Smt. Rejimol Robinson, Sri. Nelwin Raj N R	Dr. Arun M	Smt. Vineethalekshmy P V
12	College Magazine, Publication & Public Relation	Dr.Sanukrishna.S.S, Sri.Baji.K, Sri. Chitharanjan.K, Sri. Praveen.P.K, Sri. Arun.G.K, Sri. Sanal Kumar, Smt. Bindu V	Dr. Gijoy.S	Dr. Sanukrishna S S
13	Attendance Monitoring (Staff & Students)	Dr.Anilkumar.S.H, Sri. Biju Jacob, Sri. Ajayakumar.V.R, Dr. Nisha Jose.K, Sri. Renjith.R.J, Smt. Reshmi Krishnan, Sri. Saji.G	Dr.Subu Surendran	Sri. Hari Kumar.S
14	AICTE Application & Accreditation	Dr.Mohan G, Dr.Shimi Lawrence, Sri. Sajith Sethu P, Smt. Sandhya L, Smt. Preeja V, Smt.Susmithakumari.S, Sri.Saji.G	Dr.Subu Surendran	Dr.Anoop.M.S
15	House Keeping	Smt. Divya.J.K, Smt. Meena.S.R, Sri. Davidson, Sri.Santhosh Kumar, Sri. Ajayakumar R	Smt. Ani Lawrence	Smt. Meenambika.V.S
16	Class/Time table Monitoring	Sri. Baji.K, Smt.Kavitha KV, Dr.Kamal Krishna.R, Sri. Chitharanjan.K, Smt. Reshmi Krishnan	Dr.Shyji.S	Dr. Smitha P.S

17	Website Automation & Software	Dr.Boby Philip, Sri. Biju Jacob, Sri. Rinu Sathyan, Sri. Rejimaon.R, Sri. Saji.G, Sri.Arun G.K	Smt. Binu Rajan	Dr.Lekshmi.V.S
18	Women's Forum	Dr.Rohini.S, Smt.Binu Rajan, Smt.Preetha.V.H, Smt.Subha.V, Smt. Suja Devi.V, Smt. Reshmi Krishnan.S	Smt. Soja Safim	Smt.Rejimol Robinson
19	Sports	Sri. Baji.K, Sri. Kumar.G.S, Sri. Rajesh.S.P, Sri. Ajayakumar.V.R, Sri. Kannan.T.S	Sri. Prem Kumar J	Sri. Earnest Robinson
20	Green Protocol	Sri.Rejimoan.R, Dr.Abhilash.S.S, Dr.Sanu Krishna.S.S, Sri. Rinu Sathyan, Dr. Gijoy.S, Smt. Ani Lawrence, Smt. Gayathri V, Smt. Subha.V, Sri.Santhoshkumar.K	Dr.Anoop.M.S	Dr.Kavital.E.G
21	Continuing Education Cell	Sri. Sabu.V.R, Smt.Gayathri.V, Sri. Rejimoan.R, Sri. Vijayan.N.S, Sri. Santhoshkumar.K, Sri. Ajayakumar.V.R, Dr. Nisha Jose.K, Smt.Preetha.V.H	Dr.Shyji.S	Smt. Deepa A K
22	Disciplinary Action / Students Advisory System	Sri. Sabu.V.R, Sri. Susmithakumari.S, Smt.Binu Rajan, Smt.Asha.S, Smt.Bindu.V, Sri. Arun.G.K	Dr. Kamal Krishna R	Smt. Rejimol Robinson
23	Examination Cell	Smt. Kavitha.K.V, Smt.Subha.V, Dr. Sanukrishna S S, Dr. Abhilash S S, Dr. Gijoy S (Tenure of the Examination cell- till the completion of the next odd semester examination)	Sri. Salim Paul(Assistant Superintendent)	Sri. Biju Jacob
24	EC of PTA	Principal and all HODs (Tenure of the committee – till the completion of next AGM of PTA)	Dr.Boby Philip (Secretary)	

**Note:** 1. All HODs and Deans shall be invited members in all the Committees upon requirement.

2. In the event of a Member/ Convener/Chairman of a committee leaving the organisation, the Convener/Co-Convener of the committee concerned should report the matter in writing to the Principal to appoint a substitute.



**PRINCIPAL i/c**

To  
The members concerned



**SREE CHITRA THIRUNAL COLLEGE OF ENGINEERING**  
PAPPANAMCODE, TRIVANDRUM – 695018

No. 589/PRL/2017/SCTCE

Dated 27.07.2022

**OFFICE ORDER**

Sub: SCTCE – Various Committees for the year 2022-23 – Constitution –reg

The various committees for the academic year 2022-23 have been constituted. The Conveners are requested to convene the first meeting of their committees and prepare an action plan of their proposed activities during the current academic year. The Conveners should ensure the implementation of their action plan with the approval of the Principal. The periodic meeting of the committees must be conducted by the conveners. The periodic reports of the meetings of the committees have to be reported to the undersigned.

**Various Committees constituted for the academic year 2022-23**

(Duration one Academic Year)

Sl. No	Name of Committee	Members	Chairperson/ Convener	Co-convener
1	(Building, Civil & Furniture) Maintenance	Dr. Libish T M, Dr. George M Joseph, Binu Rajan M R, Rejimoan R, Dr. Arun M, Joshi R S, Harikumar S, Rahul Kumar S, Suresh L B, Giju C	Dr. Geetha Kumari B	Dr. R. Ajith
2	(Electrical, AC & Plumbing) Maintenance	Harikuttan K, Dr. George M Joseph, Reshmi Krishnan S, Harikumar S, Jayan J	Dr. Boby Philip	Sigikumar T S
3	Transportation	Salim Paul, Bindu V, Kumar G S	Dr. Kamal Krishna R	Rajesh SP
4	Library Council	Dr. Renjith R J, Reshmi Krishnan S, Suja Devi V, Rubeena S, Preeja V	Dr. Abhilash S S	Dr. Anup Thomas
5	R & D, Consultancy, Continuing Education	Dr. Smitha P S, Dr. Lakshmi V S, Dr. George M Joseph, Dr. Libish T M, Dr. Boby Philip, Biju Jacob, Dr. Sreejith B J, Dr. Kavilal E G, Sumesh C K, Dr. Anup Thomas, Rinu Sathyan, Dr. Abhilash S S, Rejimol Robinson	Dr. Mohan G	Dr. Shyji S
6	Professional Societies	Deepa A K, Sandhya L, Nelwin Raj N R, Susmitha Kumari S, Dr. Soniya B, Kavitha K V	Sumesh C K	Dr. Kavital E G
7	Computer Services & Networking	Rejimoan R, Arun G K, Harikumar S, Saji G, Sen K V	Rejimol Robinson	Sumesh C K
8	College Union & Student Activities including CULT A WAY	Baji K, Binu Rajan, Syama R, Rinu Sathyan, Dr. Sreejith B J, Dr. Sanukrishna S S, Chitharanjan K, Dr. Rohini S, Praveen P K, Rahul Kumar S	Dr. George M Joseph	Dr. Kamal Krishna R (Cult-A-way)
9	Canteen Committee	Aparna P R, Dr. Arun M, Pramod M R, Binu P Thomas, Shajahan A	Dr. Kavilal E G	Shajan S
10	Staff Welfare	Preetha V H, Aparna P R, Reshmi Krishnan S, Soja Salim, Meena S R, Sen K V, Meenambika V S	Kumar G S	Dr. Jisu Elsa Jacob
11	Hostel Committee	Vineetha lekshmi P V, Baji K, Binu P Thomas, Pramod M R	Dr. E. Jayakumar	Dr. Smitha P S



12	College Magazine, Publication & Public Relation	Dr. Bobby Philip, Baji K, Rubeena S, Chitharanjan K, Syama R Arun G K, Praveen P K	Dr. Sanukrishna S S	Dr. Lakshmi V S
13	Attendance Monitoring (Staff & Students)	Dr. Subu Surendran, Bindu V, Dr. Renjith R J, Sumesh C K, Saji G	Reshmi Krishnan S	Sigikumar T S
14	AICTE Application & Accreditation	Dr. Shimi Lawrence, Bindu V, Susmitha Kumari S, Preeja V, Saji G	Dr. Subu Surendran	Dr. Anoop M S
15	House Keeping	Shajahan A, Meenambika V S, Ajayakumar V R, Sujji A, Kirannath G	Gayathri V	Meena S R
16	Class/Time table Monitoring	All HODs, Dr. Nisha Jose K, Gayathri V, Kavitha K V, Dr. Jayakumar E, Dr. Abhilash S S, Dr. Smitha P S	Dr. George M Joseph	Reshmi Krishnan S
17	Website Automation & Software	Rejimoan R, Dr. Sanukrishna S S, Dr. Rohini S, Saji G, Arun G K	Binu Rajan M R	Dr. Lakshmi V S
18	Women's Forum	Sandhya L, Preetha V H, Reshmi Krishnan S, Ani Lawrence, Ameena S	Dr. Rohini S	Soja Salim
19	Sports	Baji K, Rajesh S P, Dr. Sanukrishna S S, Earnest Robinson, Suresh L B	Dr. Arun M	Prem Kumar J
20	Green Protocol	Dr. Nisha Jose K, Sajith Sethu P, Suja Devi V, Gayathri V, Chitharanjan K, Shajan S	Dr. Anoop M S	Sigikumar T S
21	Disciplinary Action / Students Advisory System	Dr. George M Joseph, Harikuttan K, Dr. Shyji S, Shajan S, Dr. Sanukrishna S S, Preeja V, Bindu V, Binu Rajan M R, Arun G K	Dr. Renjith R J	Dr. Sreejith B J
22	Examination Cell	Subha V, Jickson G H, Sumesh C K, Sigikumar T S, Dr. Sreejith B J	Dr. Anitha C S	Kavitha K V
23	EC of PTA	Head of all Departments, Dr. Shimi Lawrence		

**Note:** 1. All HODs and Deans shall be invited members in all the Committees upon requirement.

2. In the event of a Member/ Convener/Chairman of a committee leaving the organisation, the Convener/Co-Convener of the committee concerned should report the matter in writing to the Principal to appoint a substitute.

  
PRINCIPAL

To

The members concerned