

PROCEEDINGS OF THE PRINCIPAL, DB COLLEGE, THALAYOLAPARAMBU

NAME OF THE PRINCIPAL: Dr. ANITHA R

Ref : STAFF MEETING DATED: 25/03/2021

As per the reference cited the following teachers are appointed to the posts against their names for the academic year 2021-22 for the smooth functioning of the college. You are directed to perform your duties accordingly.

Sl. No	Name of Committee	Name and designation of Convener/Co-ordinators/Nodal officer/Secretary	Name and Department of the members
1	College Council	Dr. Maya P Nair HoD Hindi	All HoDs Dr. Lajna P Vijayan, Physics Smt. Jayasree S K, Asst Prof, Commerce Mr. Asish Martin Tom, Asst Prof, English
2	Staff council	Dr. Maya P Nair HoD Hindi	
3	Discipline committee	Principal – Dr. R Anitha	Dr. Harinarayanan G, Asst Prof, Chemistry, Mr. Asish Martin Tom, Asst Prof, HoD, English Dr. Vijayakumar, HoD, Sanskrit Dr. Manju V, Asst Prof, Malayalam
4	IQAC	Dr. Deepa C S, Asst Prof, Chemistry Principal – Dr. R Anitha	Dr. Nisha A, Asst. Prof Botany Mr. Asish Martin Tom, HoD English Smt. Saritha K M, Asst. Prof Chemistry Dr. Vijayakumar, HoD, Sanskrit Dr. Lajna P Vijayan, Asst. Prof, Physics Mr. G AnilKumar (Head Accountant) Mr. George T V (Alumni)

			<p>Mr. G Krishnakumar (Executive Engg , TDB) Adv. Harikumar (Syndicate Member, M G University) Mr. Nizar M A(Ward member Thalayolaparambu, Gramapanchayat) Smt.Rejitha P V (PTA Representative) Mr. Shihab Shaimudheen (Student Representative)</p>
5	RUSA	Dr. Remalakshmy Poduval, HoD, Chemistry	<p>Smt. Anjali C Nair, Asst Prof, English Smt .Jayasree S K, Asst Prof, Commerce Dr. Lajna P Vijayan, Physics Dr Deepa C S, Asst Prof, Chemistry</p>
6	Admission Committee	Smt .Jayasree S K, Commerce	<p>Dr. Lajna P. Vijayan, Physics. All HoDs</p>
7	PTA	Dr. Vijayakumar M	<p>Smt. Liny Mariam Mathew, Asst Prof, Mathematics Smt. Ajitha D, Asst Prof, Botany Smt. Saritha K M, Asst Prof, Chemistry Dr. Deepakumari, Asst Prof, Hindi</p>
8	Purchase Committee	Chairman-Principal Dr R Anitha	<p>Dr. Remalakshmy Poduval, HoD Chemistry All HoD'S Mr. Haji Kumar, Office Superintendent Mr. Anil Kumar G, Head Accountant</p>

9	Planning Committee	Chairman-Principal	Dr. Kala S, HoD, Commerce Dr. Deepa C S, (IQAC), Asst Prof, hemistry Dr. Arathy M S, HoD Botany Dr. Remalakshmy Poduval, HoD, Chemistry Smt. Jayasree S K, Asst Prof, Commerce Smt. Anjali C Nair, Asst Prof, English Mr. Haji Kumar, Office Superintendent Mr. Anil Kumar G ,Head Accountant
10	University Examinations	Smt. Jayasree S K, Asst Prof, Commerce	Dr. Lajna P. Vijayan, Asst Prof, Physics.
11	Anti ragging Cell	Dr. Lajna P. Vijayan, Asst Prof, Physics.	Smt. Aparna Mohan, Asst Prof, Chemistry
12	Anti harassment cell & ICC	Smt. Ajitha, D, Asst Prof, Botany	Dr. Deepakumari, Smt. Liny Mariam Mathew, Asst Prof, Mathematics Hindi Smt. Saritha K M, Chemistry
13	Students Grievance Redressal Cell	Dr. Harinarayanan G, Asst Prof, Chemistry	Smt. Liny Mariam Mathew, Asst Prof, Mathematics Smt. Beenamol K P, HoD Politics Dr. Arathy M S, HoD Botany
14	Scholarship	Smt. Liny Mariam Mathew, Asst Prof, Mathematics	
15	Legal literacy Cell/IPR cell (Functions with IQAC)	Dr. Vijayakumar, HoD, Sanskrit	Dr. Ganesh Chandra Prabhu, HoD, Physics

16	Library Committee	Smt. Indu K S, HoD English	Maya P Nair, HoD, Hindi Ambika A Nair, HoD, Malayalam Dr. Vijayakumar, HoD, Sanskrit Smt. Anjali C Nair, Asst Prof, Mathematics English Smt. Sreeja.(Librarian) Smt.Reena Sathyan (Library Staff)
17	Research Committee	Principal – Dr R Anitha Dr Nisha A, Asst Prof, Botany	Maya P Nair, HoD, Hindi (internal Assesment) Ambika A Nair, HoD Malayalam, Dr. Harinarayanan G, Asst Prof, Chemistry Dr Remalakshmy Poduval, HoD, Chemistry Dr Ganesh Chandra Prabhu, HoD, Physics Dr. Vijayakumar M, HoD, Sanskrit Dr. Lajna P Vijayan, Asst Prof,Physics Dr. M K Muraleedharan Nair (External Assessment) Krishnakumar. CEO (Nupal Remedies)
18	Women's Forum -Tharjanni	Dr. Sandhya V Satheesh, Asst Prof, Chemistry (Secretary)	Dr. Kala V, HoD, Commerce (President) Smt. Indu K S, Asso Prof English Dr. Nisha A, Asst Prof, Botany Smt. Saritha K M, Asst Prof, Chemistry Dr. Manju V, Asst Prof, Malayalam Smt. Liny Mariam, Asst Prof, Mathew, Mathematics

			Smt. Anjali C Nair, Asst Prof, English
19	Career Guidance Cell	Smt. Remya G, Malayalam	Smt. Aparna Mohan, Asst Prof, Chemistry Dr. Manju V, Asst Prof, Malayalam
20	Counseling cell	Liny Mariam Mathew, Asst Prof, Mathematics	Dr. Harinarayanan G, Asst Prof, Chemistry Mr. Asish Martin Tom, Asst Prof, HoD, English Smt Jayasree S K, Commerce Smt. Indu K S, English
21	INFLIBNET	Dr. Manju V, Asst Prof, Malayalam	Dr. Vijayakumar, HoD Sanskrit
22	Open course	Dr. Deepa kumari, Asst Prof, Hindi	
23	UGC Coordinator	Dr. Remalakshmy Poduval, HoD, Chemistry	Smt. Anjali C Nair, Asst Prof, English PFMS-Dr. Arathy M S, HoD, Botany
24	Film club & Campus Theatre	Dr. Sandhya V Satheesh, Chemistry	Dr. Deepa Kumari, Hindi
25	NSS	Dr. Sandhya V Satheesh, Chemistry	
26	Canteen Committee	Smt Girija G, Physics	Dr. Vijayakumar M, HoD, Sanskrit Smt. Anjali C Nair, Asst Prof, English Smt Saritha K M, Asst Prof, Chemistry
27	All india Survey for Higher Education (AISHE)	Dr. Nisha A, Asst Prof, Botany	
28	Returning Officer	Smt Beenamol K P HoD, Politics	
29	WWS	Dr. Remya G, Asst Prof, Malayalam	
30	SSP	Dr. Nisha A, Asst Prof, Botany	

31	Nature club	Smt. Saritha K M, Asst Prof, Chemistry	
32	Internal Examination	Smt Saritha K M, Asst Prof, Chemistry Dr. Manju V, Asst Prof, Malayalam	
33	Biodiversity club	Dr. Arathy MS, HoD, Botany	
34	Bhoomithra sena	Smt. Saritha K M, Asst Prof, Chemistry	
35	Reading club	Dr. Harinarayanan G , Asst Prof, Chemistry Ashish Martin Tom,	Dr. Manju V, Asst Prof., Malayalam Dr. Remya G, Asst Prof., Malayalam Smt. Sreeja Librarian
37	Hand book and Calendar	Smt. Aparna Mohan, Asst Prof, Chemistry	
38	SC/ST grievance	Smt. Anjali C Nair, English(online)	
39	Literary Club	Sri. Ashish Martin Tom, English	
40	Quiz club	Sri. Ashish Martin Tom, English	
41	Journal Committee	Dr.Ganesh Chandra Prabhu, HoD Physics	Dr. DeepaKumari, Hindi Dr. Remya G, Malayalam Smt. Jayasree S K, Commerce Dr. Lajna P Vijayan, Physics Smt.Aparna Mohan, Chemistry Dr. Manju V, Malayalam Smt. Ajitha D, Botany
42	Science Club	Dr. Harinarayanan Chemistry	
43	Union Advisor	Dr. Sandhya V Satheesh, Asst Prof, Chemistry	
44	Arts Club Advisor	Dr. Deepakumari, Asst Prof, Hindi	
45	UGC –Skill development course	Smt. Aparna Mohan, Asst Prof, Chemistry Co-ordinator	Dr. Deepa C S, Asst Prof, Chemistry

46	Campus Beautification	Smt. Saritha K M, Asst Prof, Chemistry	
47	Anti Narcotic Cell Functions with NSS	Dr. Sandhya V Satheesh, Asst Prof., Dept of Chemistry	
47	Remedial Coaching	Smt. Ajitha D, Asst Prof., Botany	
48	Feed Back	Smt Girija G, Asst Prof, Physics	Smt. Beenamol K P, HoD, Politics Smt. Liny Mariam Mathew, Asst Prof, Mathematics Dr. Arathy M S, HoD, Botany Smt Aparna Mohan, Asst Prof, Chemistry
49	Health Club	Dr. Rajith. Asst Prof on Contract, Physical Education	
50	ED Club	Dr. Kala V, HoD, Commerce	Smt. Jayasree S K, Asst Prof, Commerce
51	RUSA Research Network		Dr. Nisha A (Science) Ass Prof, Dept of Botany Dr. Deepa Kumari (Arts) Asst Prof, Dept of Hindi
52	E-Tender	Dr. Arathy M S, HoD Botany (Nodal officer)	