

MERCY COLLEGE

PALAKKAD 678 006, KERALA, INDIA.

(Govt. Aided Arts and Science College, affiliated to University of Calicut,
Re-accredited at the 'A' Grade level by
the National Assessment and Accreditation Council)



TM - 2797805

Name :

Class/Dept. :

Batch :

Name of Parent
/ Guardian :

Address :

.....

.....

Phone :

Adhaar No. :

E-mail :

Contact Details



College : 0491 2541149
Principal : 0491 2541124
Library : 0491 2541153
Convent : 0491 2542537
Mercy College Hostel } 0491 2542543, 0491 2542544,
 } 0491 2542545, 04912542546
Jayamatha Hostel : 0491 2543557
Alumnae Block : 0491 2543292
Family Counselling Centre : 0491 2543328
Fax : 0491 - 2541149
website : www.mercycollege.edu.in
e-mail : mercycollegepkd@yahoo.com
mercycollege1964@gmail.com

E-mail ID of Departments

English	: mercy.pursuits@gmail.com
Mathematics	: matdeptmercypkd@gmail.com
Language	: language256@yahoo.com
Physics	: phymercy@gmail.com
Chemistry	: chemmercy@gmail.com
Botany	: botanymercycollege@gmail.com
Zoology	: deptofzoologymercy@gmail.com
History	: hstrymercy@gmail.com
Economics	: ecomercypkd@gmail.com
Physical Education	: pdeducation@yahoo.co.in
Commerce	: mercyclgcom@gmail.com
Bio-technology	: biotechdbt@gmail.com
Computer Science	: mercycspkd@yahoo.com
Computer Applications	: mercycollegebca@gmail.com
MSW	: mswmercy2015@gmail.com
Library	: centrallibrarymercy@gmail.com

Pearls of Wisdom from
Saint Euphrasia

1. My only solace is to be in the presence of my Jesus.
2. My happiness lies in living the life of a recluse, away from the world.
3. It makes me happy when things go against my will.
4. God has called me not for a life of ease; rather to live the life of an ascetic, a life of renunciation.
5. A day in which I don't do anything for our Lord seems futile to me.
6. O sweet Jesus, no matter what you do to me, I will not go away from you.
7. God is the one who grants us peace, and He takes away the same if he so chooses ; let His name be glorified.
8. What can be more Blessed than suffering for our God?
9. O Divine Saviour! I need only your divine will to sustain me
10. Never be led astray by the words of men, and never shirk those duties and responsibilities that are assigned to you.
11. Rejoice in God's love, and draw comfort from His love, for His love is complete.
12. Besides God, all my trust and comfort is with our Holy
13. I draw strength to endure all my sufferings from the Holy Eucharist.

Advice of Saint Chavara Kuriakose Elias to Children

(From the "last blessing words of a Godfather")

1. Dear Children, you are the treasures given by God in the hands of your parents. You are God's own and so you must be given back to Him.
2. Children who love and fear God, will love and respect their parents.
3. Depend on the Holy Mother. The Prayers of the Holy Mother will be heard by God as the request of a child.
4. You need food for growth. Knowledge and holiness must be your spiritual food. You must learn how to pray while you are very young. Grow with firm faith.
5. You must be careful as regards studies. Go to school regularly and recollect every week, what you have studied.
6. You must have the habit of working. Remember that laziness will help every bad habit to grow.
7. Make friends with good people. Good friends will make you good persons.
8. You must read only good and value based books. Keeping bad books is like hiding fire in the straw. Read good books regularly that will enlighten the intellect.
9. Plan your time table and be punctual.
10. If you fall into bad circumstance, the angels in you will become devils.
11. Be back at home to take part in evening prayer.
12. Be careful to have modest habits and purity of heart. Over dressing will lead you only to evil.
13. You must show your talent in orderly life, piety towards God, and in self control. To react to others with vengeance is brutal habit. The power and nobility of human mind consists in expressing prudence and patience.

14. You must hold fast to truth and justice.
15. Things earned by deceit and theft will vanish like mist.
16. Indulge in work which goes with your knowledge and age.
17. Let there not be a single day in which you have not done an act of charity.
18. Somebody may defame you or quarrel with you. But these things must not be reasons for revenge.
19. You must not insult or oppress the poor.
20. It is God who decides your vocation of life, and it is you who choose it.
21. When you choose life partner choose one who bears good character and good conduct in life.
22. Even if you are grown up you have to recognize and obey your parents. They deserve recognition and obedience.
23. It is the duty of the children to protect the aged parents.
24. Let there not be an occasion for your parents to shed tears because of you; if you harm them you will invite punishment in this world itself.
25. You must not hate your own brothers and sisters.
26. Those who are adorned with humility are great.
27. Avoid drinking habits which will ruin your future.
28. There is a medicine to preserve light in your house. That is the Holy Mass. If possible participate in the Holy Mass everyday.
29. Participating in the Holy Mass on Sunday and days of obligation is not sufficient. Major part of those days must be set apart for doing charitable works and for reading the Holy scriptures.
30. The daily family prayer must not be avoided even if there is an important guest in the family. It must be done at the appointed time. Let your action be a witness for others.



TM - 2797805

OUR CREST AND MOTTO

The coat-of-arms holds aloft to the teacher and the taught, the spirit and the ideal that should guide them at every step.

The flaming sword and the anchor stand for our motto **“Dare and Hope”**. Our hope is the anchor of God’s mighty power which we cast into the currents and cross - currents of life and dare to fight with the sword of knowledge, the evils of darkness and ignorance.

The heavenly rays beaming down through the starry diadem of Mary signify the eternal flow of blessing of our heavenly Mother of Mercy on her children and Ave Maria in the monogram voices forth the ever rising salutations of the Mercians to their Mother.

The Carmelite Emblem and the Book of Wisdom are constant reminders of the great responsibility, that we the Carmelite sisters have shouldered in the arduous task of educating modern women driving home the truth of the Fatherhood of God and the Brotherhood of man. Thus holding up the Torch of Divine Love, we wish to ignite in the heart of the world the flames of charity and dispel the darkness of hatred and violence.

PRAYER

O / God / Creator and Father of all mankind / to You we turn / at the beginning of this day / for Your blessing.

Grant us / we beseech You / ardently to desire / prudently to study / rightly to understand / and perfectly to fulfil / that which is most pleasing to You.

To You we commit ourselves / and all that is ours / our thoughts / words and deeds.

Make our hearts / pure and chaste / meek and humble.

We desire to love all men / for the love of You / who are the Father of us all / who make Your light shine on Your children / whether good or evil / rich or poor / exalted or humble in condition.

Grant us / we pray / understanding / sympathy / and charity for one another.

Bless our parents / our family / our teachers / our friends / and our enemies / that all may come to know You / love You / and possess You in Eternity.

PLEDGE

India is my country, all Indians are my brothers and sisters. I love my country and I am proud of its rich and varied heritage. I shall always strive to be worthy of it. I shall give my parents, teachers and elders respect and treat everyone with courtesy. To my country and my people I pledge my devotion. In their well-being and prosperity alone lies my happiness.

HYMNS

1

നന്മരുപിയായ ദൈവമേ
 നിനക്കു വന്ദനം (2)

നിൻ മനോഹരരൂപമെന്തേ
 മുന്നിലെന്നും കാണണം (2) (നന്മരുപി...)

ബുദ്ധിയും വിശുദ്ധിയും സ്വഭാവശുദ്ധിയും മമ-
 ഭക്തിയും വിവേകവും തരേണമെ ദയാനിയെ (2)
 (നന്മരുപി...)

2

നിത്യകവാടം തുറന്നാലും
 ഭൂതലം നിന്നൊളി കാണട്ടെ (2)

തൈജസ പുർണിമ നീയെന്നും
 തമസപാപമയം ഞങ്ങൾ (2)

നീക്കേണമെ നിന്നാവരണം
 നിൻമുഖമൊന്നിവർ കാണട്ടെ (നിയ്യ...)

3

നിർമ്മലമായൊരു ഹൃദയമെനിൽ
 നിർമ്മിച്ചരുളുക നാഥാ
 നേരായൊരു നൽ മാനസവും
 തീർത്തരുൾകെന്നിൽ ദേവാ

തവതിരുസന്നിധി തന്നിൽനിന്നും
 തള്ളിക്കളയരുതെന്നെ നീ

പരിപാവനനെഎന്നിടൽനിന്നും
തിരികെയെടുക്കരുതെൻ പരനെ (നിർമ്മല....

രക്ഷദമാം പരമാനന്ദം നീ
വീഴും നൽകണമെൻ നാഥാ
കന്ദഷമിയലാതൊരു മനമെന്നിൽ
ചിന്ദയരുപാ തന്നിടുക (നിർമ്മല....

4

വിജ്ഞാനത്തിൻ ഉറവിടമേ
കാരുണ്യത്തിൻ നിലയനമേ 2
വന്ദനം സദാ വന്ദനം (2)
തെളിയുമോ നിരതമെൻ വീചികളിൽ
തെളിയിക്കുമോ സത്യ കർമ്മപഥം 2
(വിജ്ഞാന....

6

അനുപമ സ്നേഹ ചൈതന്യമേ
മണ്ണിൽ പ്രകാശിച്ച വിൺ ദീപമേ
ഞങ്ങളിൽ നിൻ ദീപ്തി പകരണമേ
യേശുവേ സ്നേഹ സ്വരൂപാ
സ്നേഹമേ ദിവ്യസ്നേഹമേ
നിന്നെ സ്തുതിക്കുന്നു ഞങ്ങൾ (അനുപമ....

സർവ്വം ക്ഷമിക്കുന്നവൻ നീ
ഞങ്ങൾക്കു പ്രത്യാശയും നീ 2
വഴിയും സത്യവും ജീവനുമായ് നീ
വന്നീടണമേ നാഥാ (2)

(സ്നേഹമേ....
(അനുപമ....

°ÉñùÉ ¶ÉÉÆÊiÉ näù nùÉä

°ÉñùÉxÉxnù °ü{ÉÉ

°ÉñùÉ V^aÉÉäÊiÉ näù nùÉä

V^aÉÉäÊiÉ °´É°ü{ÉÉ

1. nÖù&JÉ Eäò °ÉÉMÉ®ú °Éå °ÉÚ®úVÉ
+ÉÄ°ÉÚ EòÒ PÉÉ]õÒ °Éå +ÉxÉxnù iÉÚ
+ÉxÉxnù iÉÚ ½èp

2. Êñù±É EòÒ ´ÉÒhÉÉ °Éå ®úÉMÉ iÉÚ
°ÉxÉ Eäò iÉ]õÉÉè °Éå {ÉÆEòVÉ iÉÚ ½èp
{ÉÆEòVÉ iÉÚ ½èp *

MERCY ANTHEM

*Mother of Mercy, Mother of Light
Mother of wisdom and grace*

*Bless thou our thoughts
Bless thou our deeds
And flood thou our lives
With thy tender grace* } 2

*Robed in the radiance of 'Hope divine'
Breathing of Goodness and truth* } 2
*Bearing this chalice of peace
We 'dare'we 'dare'we 'dare'
Into the frightening morrow
(Mother of Mercy.....)*

*Guide us along guide us right
Guide us to the end*

*O, guiding star.....
Oh star of rarest rays.*

COLLEGE PROFILE

Mercy College is a Catholic Institution established in the year 1964. It is administered by Jai Christo C.M.C. Educational Agency and comes within the religious jurisdiction of the Bishop of Palakkad. The College is situated at Kallikkad in Palakkad District, Kerala. Mercy College is a Post-Graduate women's College, affiliated to the University of Calicut.

The academic and other activities of the college are managed by the Principal, faculty, and non-teaching staff. Currently there are 1985 students studying in the college pursuing degrees in various disciplines. Apart from the regular activities, the college conducts various extension activities. The college also observes all important festivals and events of social significance. The College Magazine - *Mercy Chronicle*, the College Hand Book, *Vision, Pursuits, Scientia* and *jiggyAsA* are the annual publications.

The students of the college have performed commendably in academics, sports and co-curricular activities. Mercy College has successfully completed 55 years in its pursuit of excellence.

The college stands for Christ, His truth, justice and peace.

Our aim is for the upliftment of women as envisioned by our founders - Saint Chavara Kuriakose Elias and V. Rev. Fr. Leopold Boccaro.

COURSES OFFERED

The College offers the following Under Graduate Courses:

B.A. / B.Sc./ B.Com / B.C.A.

	Strength
Common Course English	
Common Course Malayalam / Hindi / Sanskrit	
Part III Core Course	
I. History Complementary Course I - Economics Complementary Course II - Indian Constitution & Politics	60
II. Economics Complementary Course I - Indian History Complementary Course II - Sociology	50
III. English Language & Literature Complementary Course I - Indian Constitution & Politics Complementary Course II - Journalism	40
IV. Mathematics Complementary Course I - Statistics Complementary Course II - Physics	30

	Strength
V. Physics Complementary Course I - Mathematics Complementary Course II - Chemistry	34
VI. Chemistry Complementary Course I - Mathematics Complementary Course II - Physics	24
VII. Botany Complementary Course I - Chemistry Complementary Course II - Zoology	35
VIII. Zoology Complementary Course I - Chemistry Complementary Course II - Botany	35
IX. Bio-Technology Complementary Course I - Chemistry Complementary Course II - Environmental Bio-Technology	30
X. B.Com. Computer Applications Core Course in Specialisation - Computer Application	60
XI. B.Com Finance Core Course in Specialisation - Finance	40
XI. Computer Science Complementary Course I - Mathematics Complementary Course II - Statistics	30

	Strength
XII B.C.A.	24
Complementary Course I - Mathematics	
Complementary Course II - Statistics	

Post Graduate Courses	
A. M.A.	
I. English Language & Literature	20
II. Economics	20
B. M.S.W.	20
C. M.Sc.	
I. Mathematics	20
II. Physics	12
III. Chemistry	10
IV. Botany	12
D. M.Com. (Finance)	15

Research Programme	
Ph.D in English (Full time & Part time)	

FEE STRUCTURE

Fee Structure of UG Courses 2020-21 (I Year)

Subject	Tuition Fee	Special Fee	Caution Deposit
Mathematics	Rs. 1000/-	Rs. 645/-	Rs. 360/-
Physics	Rs. 1000/-	Rs. 895/-	Rs. 360/-
Chemistry	Rs. 1000/-	Rs. 895/-	Rs. 360/-
Botany	Rs. 1000/-	Rs. 1045/-	Rs. 360/-
Zoology	Rs. 1000/-	Rs. 1045/-	Rs. 360/-
English	Rs. 1000/-	Rs. 495/-	Rs. 360/-
Economics	Rs. 1000/-	Rs. 495/-	Rs. 360/-
History	Rs. 1000/-	Rs. 495/-	Rs. 360/-
B.Com. (Comp. App.)	Rs. 1000/-	Rs. 495/-	Rs. 360/-
BCA	Rs. 3000/-	Rs. 745/-	Rs. 360/-
Comp. Science (Unaided)	Rs. 37500/-	-	Rs. 360/-
Biotechnology (Unaided)	Rs. 39000/-	-	Rs. 360/-
B.Com. (Finance) (Unaided)	Rs. 18000/-	-	Rs. 360/-

University fee : Sports affiliation fee : Rs. 250/- University Union : Rs 75/-

Other than HSE/VHSE Recognition Fee : Rs. 115/-

SC/ST/OEC/ST - UT : 1000 + 1000 + 1350 + 300 + 5 = Rs. 3455/-

MA / M.Sc. Fees 2020-21 (I Year)

Course	TF	Spl. Fee	CD	MATRICULATION+ RECOGNITION FEE
MA English (Sem. I) - General	Rs. 900/-	Rs.625/-	Rs. 600/-	100+100=200
SC/ ST/ OEC	-	Rs.5/-	-	100+100=200
M.Sc. Physics (Sem. I)-General	Rs. 900/-	Rs. 1825/-	Rs. 600/-	100+100=200
SC/ST/OEC	-	Rs. 5/-	-	100+100=200
M.Sc. Chemistry (Sem.I)-General	Rs. 900/-	Rs. 1825/-	Rs. 600/-	100+100=200
SC/ST/OEC	-	Rs. 5/-	-	100+100=200
M.Sc. Botany (Sem.I)-General	Rs. 900/-	Rs. 1825/-	Rs. 600/-	100+100=200
SC/ST/OEC	-	Rs. 5/-	-	100+100=200
M.A. Economics (Unaided)	Rs. 37500/-	-	Rs. 600/-	100+100=200
(Sem. I & II)-General				
SC/ST/OEC	-	-	-	100+100=200
M.Sc. Maths (Unaided)	Rs. 37500/-	-	Rs. 600/-	100+100=200
(Sem. I & II)-General				
SC/ST/OEC	-	-	-	100+100=200
M.Com (Unaided)	Rs.37500/-	-	Rs. 600/-	100+100=200
(Sem. I & II)-General				
SC/ST/OEC	-	-	-	100+100=200
MSW (Unaided)	Rs.18750/-		Rs. 1000/-	

The above fee structure excludes the University Mandatory Fees

N.B.: The above fee structure is liable to change from time to time in accordance with the changes made by the Govt. of Kerala and the University of Calicut.

The college does not charge any capitation fee nor does it accept any donation as consideration for admission.

PAYMENT AND DEFAULT OF FEES

1. Tuition fee will be collected in June and it includes the special fee. This is collected on the date of admission from the newly admitted students. The others have to pay within a week from the date of re-opening. Students should bring their college ID card for all office transactions.
2. The subsequent instalments shall be collected before the 7th consecutive working day of the month on the day allotted to each class. Students are advised to bring exact amount of fee to avoid inconvenience.
3. The due date for paying fee is marked in the calendar. On failing to pay the fee within due date :
 - a) The student can pay the fee with a fine of Rs. 5/- if paid within ten days from the due date.
 - b) After this date the student can pay the fee with a fine of Rs. 10/- if paid within ten days from the extended date. After that, those who have not paid the fee, will be removed from the roll. Re-admission will be done only after the payment of re-admission fee of Rs. 50/- and tuition fee with fine.
4. If the fee is not paid within the specified time the student's name will be removed from the register. She will be re-admitted only with the special permission of the Principal, on the payment of arrears of fees with fine.
5. Students who are admitted only for a term should pay one-third of the tuition fee for the year together with the full special fee miscellaneous fee.
6. Fee once remitted will not be refunded.

STUDENTS AID FUND

Deserving students may apply to the Principal for financial assistance from Students Aid Fund, before 30th November.

RULES OF WITHDRAWAL

Students applying for transfer certificates during a term on any day on which they are on the rolls of the college will be granted such certificate on payment of all arrears of fee and other dues.

1. Rules for issue of transfer and conduct certificates.
 - i) Transfer certificate shall not be issued without payment of arrear.
 - ii) No fee will be levied from those who apply for the transfer certificate either at the time of leaving the college or within one year after leaving the college. A student will be deemed to have left the college on the date of closing.
 - iii) A fee of Rs. 10/- (ten only) will be levied from those who apply for the transfer certificate one year after leaving the College.
 - iv) An additional fee of Rs. 25/- (twenty five) will be levied from those who apply for duplicate copies of the transfer certificate. A duplicate copy can be issued only on production of a certificate from a responsible 1st class Judicial Magistrate to the effect that the original has been irrecoverably lost by the candidate.

Fine for duplicate Identity Card Rs. 100/-

- v) No fee will be levied for the issue of course and conduct certificate. A conduct certificate to any student will not be issued as a matter of course.

2. A student will be considered to have been enrolled in a term if she has attended the college, received instruction at least for one day of that term or has paid the fee or a part of it prescribed thereof.
3. A student who is found to have obtained admission by misrepresentation of any sort will be dismissed with forfeiture of the fee she may have paid.
4. Student who applies for T.C. needs to surrender the college I.D. Card and Library card at the college office and library respectively.

ATTENDANCE AND LEAVE OF STUDENTS

1. Students are expected to attend the college on all working days. Regular class hours are from 9.30 a.m. to 3.30 p.m. It should be noted that a student should avail only 9 days of leave per semester. Deficiency will be condoned only where the Syndicate is satisfied that the absence was for reasons beyond the control of the student. Exemption will not be granted for more than one academic year in any course of study. The student will be forced to forgo her University exam if leave goes unsanctioned.
2. Application for leave must be made before hand. Leave will be sanctioned only by the Principal.
3. In case of illness or other unforeseen cause the application for leave must be submitted on the very first day of the student's return to college. The application for leave submitted by the hostellers must bear the initials of the concerned warden.
4. Application for leave in case of sickness should be accompanied by a certificate from a registered medical officer not lower in rank than that of an Assistant Surgeon.
5. Attendance for Examinations is compulsory except in case of illness or other unforeseen circumstances.

6. Students who absent themselves for one hour during the forenoon / afternoon will lose half-a-day's attendance.
7. Absence without leave will be penalised at the discretion of the Principal.
8. Students should not participate in any tournaments / Competitions outside the College without prior sanction from the Principal.
9. The academic performance of students will be evaluated twice each semester. The marks obtained by the students will be communicated to the parent or guardian through periodical meetings.

GENERAL CODE OF CONDUCT

1. Students should come modestly dressed. They are permitted to wear sarees and blouses or churidars and loose kurtas or salwars and loose kamezes with duppattas of the prescribed colour. Students will not be permitted to use gold ornaments other than a pair of ear-rings. A fine of Rs. 25/- may be collected for each of other ornaments worn. They have to wear sarees compulsorily on the first Wednesday of the month.
2. Students should greet the members of the staff.
3. On any member of the staff entering the class, the students shall rise and remain standing till they are desired by her to be seated.
4. Students can enter or leave a classroom or laboratory only with the permission of the lecturer.
5. Silence should be observed during class-hours and self-restraint during the intervals.

6. Damage done to college property will be strictly penalised.
7. Any misbehaviour will be strictly dealt with.
8. Students are forbidden to organise any meeting or collect money without the permission of the Principal.
9. No notice should be posted on the notice-board without the permission of the Principal.
10. Students should read the notice put up on the notice-board carefully.
11. Letters addressed to college authorities should enclose reply postage.
12. College election is conducted in the Parliamentary model.
13. Letters to day - scholars will not be delivered.
14. No visitors will be allowed during class-hours.
15. Parents can take their children from the college during class-hours only in cases of emergency with the permission of the Principal.
16. Students are not permitted to wander about during class-hours.
17. The college is not responsible for the loss of money, articles etc. The students are expected to take good care of their belongings.
18. Students should assemble in their respective classrooms for morning assembly and prayer. They are expected to observe silence during the prayer.
19. Students are strictly prohibited from bringing and using mobile phones in the campus.

LIBRARY RULES AND REGULATIONS

1. Strict silence is to be observed in the library.
2. Reading-room is open from 8.30 a.m. to 5.00 p.m. on all working days.
3. Open access system is followed in the library. Books should not be misplaced as they may be lost.
4. P.G. students are allowed to take five books at a time and under graduate students, three books at a time from different sections. “Reference inside only” are to be consulted within the library. Book reservation facility is also available in the library. Books are issued for 14 days. A fine of Rs. 1 a day has to be paid after 14 days at the college office.
5. The students are not allowed to exchange or pass round the library books or lend them to those in or outside the college. Students are strictly forbidden to take books on behalf of other students.
6. Damage or loss of books taken, should be immediately reported to the librarian and the members may replace such books or pay the fine fixed as per government norms.
7. Personal belongings such as books, umbrellas, boxes etc. should be left outside the reading-room. Only pen and paper are allowed for students inside the library or reading-room. They are to be shown at the counter, while entering the library and on leaving. Students are advised not to leave money and valuables in their bags.
8. Issue days: Monday to Friday
9. Issue time : 9.00 a.m. to 4.00 p.m.

10. The library is fully computerised and has internet facilities. The stock of the books are as follows :

Total no. of books	-	64,650
Total no. of periodicals	-	125
Dailies	-	7
Non Book Materials	-	472
Back Volumes	-	1100

TUTORIAL SYSTEM

The students will be under the charge of tutors.

1. Each student is expected to consult her tutor on all matters pertaining to academic life and studies.
2. The tutors are expected to have intimate knowledge of their wards, the circumstances and ways of their life, from frequent personal dialogue.
3. The tutors are expected to have frequent contacts with their wards during and outside college hours and bring any remiss in their progress and conduct to the notice of their guardians or parents in time or take necessary action.

ADD - ON COURSE

1. Bio - Informatics (Zoology Dept.)

- i. Certificate Course - I Year
- ii. Diploma Course - II Years
- iii. Advanced Diploma Course - III Years

DIPLOMA COURSES

Diploma courses are conducted by State Resource Centre, Kerala (under MHRD, Govt. of India).

1. Hotel Management and Catering
2. Computer Applications

JOB - ORIENTED COURSES

In addition to the regular academic programme, the college offers the following job-oriented programmes.

1. Computer Course
2. Photography Course
3. Home Science Course
4. Type-writing
5. Soft skill Course
6. Chavara Darshan Programme

These classes are conducted either before or after the regular teaching hours and on holidays.

NEW INITIATIVES IN HIGHER EDUCATION

- 1) ASAP
- 2) Walk-with-scholar
- 3) Scholar Support Programme

EXTENSION ACTIVITIES

1. N.C.C. & N.S.S.

National Cadet Corps and National Service Scheme are functioning in the college with a view to develop national consciousness and a sense of social responsibility in student. Training in these improves chances of employment as well as admission to other courses.

2. Social Service League

The following activities are carried out under the auspices of the Social Service League of the college.

1. Home for Aged Women (Mercy Home)
2. Creche
3. Type-writing Centre
4. Tailoring Centre
5. Family Counselling Centre (F.C.C.)
6. Legal Service Providing Centre (S.P.C.)

3. AICUF

4. Women's Cell

5. Nature Club

6. Media Centre

7. Tourism Club

8. Research Forum

9. Compulsory Social Service

10. Srishti (Fine Arts Association)

11. Debate Club

12. Folklore Club

13. Cine Forum

14. Reading Club

15. Bio - Diversity Club

16. Anti-Drug Cell

STUDENT SUPPORT SERVICES

1. College Hostel

Mercy Hostel (main hostel) and Jayamatha Hostel (annexe) provide accommodation for the students. Students shall vacate the hostel on the closing day.

2. College Canteen

There is a canteen attached to the college for the use of the staff and the students of the college. Those from outside may be taken to the canteen with the permission of the Principal.

3. Career Guidance and Counselling Cell

Necessary information and guidance regarding higher studies and career as well as placement service is given to the students.

4. Grievance Redressal Committee

There is a Grievance Redressal Committee functioning in the College to look into the complaints and suggestions of students. A suggestion box has been placed in the campus. This is periodically monitored by the members of the Grievance Redressal Committee.

5. Anti - Ragging Cell

Anti-Ragging Cell has been formed as per government instructions to

6. Anti - Drug Cell

Anti-Drug Cell has been formed as per government instructions to sensitise students against drug and substance abuse.

7. Other Facilities

The following facilities are available in the campus:

- ◆ Seminar hall
- ◆ S.T.D. / I.S.D / Fax
- ◆ Mercy IT Centre
- ◆ Heritage Museum

- ◆ Reprography Centre
- ◆ Auditorium
- ◆ Conference Room
- ◆ Audio / Visual & Equipment
- ◆ Typewriting Centre
- ◆ Common Prayer Room
- ◆ Health Centre
- ◆ Alumnae Block
- ◆ Extension Block
- ◆ Hostel
- ◆ Canteen
- ◆ Internet
- ◆ Reading Room
- ◆ Sports Facilities (In-door & Out-door)
- ◆ Computer Lab
- ◆ Organic Farm
- ◆ Instant Coffee
- ◆ Family Counselling Centre
- ◆ Leisure Tower
- ◆ Career Guidance Centre
- ◆ Yoga Centre
- ◆ Well Equipped Laboratories
- ◆ Media Centre
- ◆ Multi Gym
- ◆ Language Lab
- ◆ Fitness Centre
- ◆ Garden
- ◆ Library
- ◆ Guest Room
- ◆ Visitor's Room
- ◆ Green House
- ◆ Parking Lot
- ◆ Shanthisthal

*Loss of working days will be made up
by conducting extra classes on Saturdays.*

SUPPORTING ORGANISATIONS

1. Staff Council

Principal, Heads of Departments and two elected faculty are members of the Staff Council. The Staff Council is an integral part of the administration of the college.

2. Parent Teacher Association (P.T.A.)

The faculty and the parents / guardians of the students are the members of the P.T.A. The P.T.A. supports the college in its functioning.

3. Alumnae Association (O.S.A.)

The association serves as a link between the old students, faculty, staff and the college. The O.S.A. conducts certain projects in the college.

4. IQAC

Internal Quality Assurance Cell has been formed as per NAAC guidelines to motivate and evaluate the activities of the college.

5. Student Union

Faculty and students are the members of Student Union and Student Council. They render active support in organising the activities of the college.

6. Souhrida Association of Mercy (S.A.M)

The association serves as a link between the retired faculty & staff and the college.

7. Career and Counselling Cell

The Cell provides career guidance and placement opportunities to the students.

FACULTY

Name	Dept.	Designation	Qualification	Ph.No.
Dr. Sr. Lilly P.V. (Sr. Rose Ann)	Economics	Principal	Ph.D.	0491-2541124 (PP) 2541149 (Office) 2542537 (Res)

P.G. Department of English & Research Centre for Comparative Studies

Sl.Name no.	Designation	Qualification	Ph.No.
1. Dr. Sheena John	Head of the Dept. Associate Professor	PhD	9495229622
2. Dr. Trisina M. Alapat	Associate Professor	PhD	0487-2384906 9447308235
3. Dr. Meena P. Kumar	Associate Professor	M.Phil., PhD	9447038116
4. Ms. Rose Mary	Assistant Professor		9495838342
5. Dr. Praseedha G.	Assistant Professor (<i>Research Guide - Uty. of Calicut</i>)	M.Phil., PhD	9446808845
6. Dr. Sreedevi K. Menon	Assistant Professor	MCJ, PhD	9495925430
7. Dr. Nila N.	Assistant Professor (<i>Research Guide - Uty. of Calicut</i>)	PhD	9846625552
8. Ms. Priyanka M. C.	Assistant Professor		8086725482
9. Ms. Sonia Thomas	Assistant Professor		7034412881
10. Dr. C.G. Shyamala	Assistant Professor (<i>Research Guide - Uty. of Calicut</i>)	M.Phil, PhD	9495855736
11. Ms. Rakhi N. P.	Assistant Professor	M.Phil	9567473377
12. Ms. Jincy Jose	Guest Lecturer		9447943141
13. Ms. Blessymol Thomas	Guest Lecturer	M.Phil	8281628045
14. Ms. Stephy Jain	Guest Lecturer	M.Phil	8589822333

Department of Malayalam

15. Sr. Julie P.J. (Sr. Jilsa)	Head of the Dept., Assistant Professor		0491-2542537 8078216963
16. Ms. Jagathy V.K.	Guest Lecturer		9947397520
17. Ms. Shobitha R.	Guest Lecturer		9995248992

Department of Hindi

18. Ms. Lillykutty T. Thomas	Head of the Dept., Associate Professor	M.Phil	9497166525
19. Dr. Latha V.	Guest Lecturer	M.Phil, PhD	8129429936

Department of Sanskrit

20. Dr. Vanisree K.	Head of the Dept. Assistant Professor	M.Phil, PhD,	0491-2509011 9946627592
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P.G. Department of Mathematics

21. Ms. Sheela P. Koikkara	Head of the Dept., Associate Professor	M.Phil	0491-2542926 9995360619
22. Sr. Jorry T.F. (Sr. Nirmal)	Assistant Professor	M.Phil	0491-2542537 9447651537
23. Dr. Nithya A.A.	Assistant Professor	M.Phil, PhD	9447128249
24. Ms. Divya P.S.	Guest Lecturer		9495848432
25. Ms. Renjitha R.	Guest Lecturer		9037867011
26. Ms. Anjali Mohanan	Guest Lecturer		9400739336
27. Ms. Saranya Devi M.	Guest Lecturer		8547660228

Department of Statistics

28. Ms. Ranjitha R.	Guest Lecturer		8089789540
29. Ms. Karthika P.V.	Guest Lecturer		7025234838

P.G. Department of Physics

30. Ms. Mariyamma John	Head of the Dept., Associate Professor	M.Phil	9495249526
31. Dr. Lakshmi M.	Assistant Professor (<i>Research Guide- University of Calicut</i>)	PhD	0491-2541780, 9495825056
32. Ms. Anlin Lazar K.	Assistant Professor		9995578241
33. Ms. Anu Kuruvila	Assistant Professor		9495224776
34. Dr. Sr. Jessy Mathew N. (Sr. Jeesa)	Assistant Professor	M.Phil, PhD	0491-2542537 8547383090
35. Ms. Melda Francis	Assistant Professor		9496527877
36. Dr. Regina Jose	Assistant Professor	PhD	9490705980
37. Ms. Smiya John	Assistant Professor		9895034859

P.G. Department of Chemistry

38. Ms. Ambily Jacob K.	Head of the Dept., Assistant Professor		9446871150
39. Ms. Harsha Paul	Assistant Professor		9746339501
40. Ms. Memsy C.K.	Assistant Professor		9400541093
41. Dr. Priya Varma C.	Assistant Professor	M.Phil, PhD	9961200626
42. Ms. Taniya Anthony	Assistant Professor		9495597514

43. Ms. Delmy Davis K.	Assistant Professor		9446834797
44. Dr. Divya K. Nair	Assistant Professor	PhD	9567355330
45. Kavitha R.J.	Guest Lecturer		8129405145
46. Ms. Miji T.V.	Guest Lecturer	M.Phil	8086267584

P.G. Department of Botany

47. Dr. Jelly Louis	Head of the Dept., Assistant Professor	PhD	7559911934
48. Ms. Rekha Vasudevan	Assistant Professor	M.Phil	0491-2538058
49. Dr. Sr. Sindhu K.K. (Sr. Namitha)	Assistant Professor	M.Phil, PhD	9447699371
50. Dr. Renju Krishna V.	Assistant Professor	PhD	9495909758
51. Ms. Preetha U.	Guest Lecturer		8589058530
52. Ms. Jayasree P.V.	Guest Lecturer		9809299932
53. Dr. Savitha Rabeque C.	Guest Lecturer	M.Phil, Ph.D	9633978479

Department of Zoology

54. Dr. Jayasree S.	Head of the Dept., Associate Professor <i>(Research Guide- Bharathiar University)</i>	M.Phil, PhD	0487-2699971, 9446143023
55. Dr. Girija R.	Assistant Professor	PhD	9447645273
56. Dr. Biji C.P.	Assistant Professor	M.Phil, PhD	9495321932
57. Ms. Deepthi Puthenpurakkal	Guest Lecturer		9539052862

Department of History

58. Ms. Shyni E.T.	Assistant Professor		9656014055
59. Dr. Sr. Beena Dominic (Sr. Jeeva)	Assistant Professor	PhD	0491-2542537 8943407690
60. Ms. Sindhu P.	Guest Lecturer		9447802985

P.G. Department of Economics

61. Dr. Liji K.T.	Head of the Dept., Assistant Professor	M.Phil, PhD	9745582567
62. Ms. Revathy K.	Guest Lecturer		9645715743
63. Ms. Athira K.J.	Guest Lecturer		7025704464
64. Ms. Syamily T.B.	Guest Lecturer		7034716624
65. Ms. Thushara N.C.	Guest Lecturer		9895441399

Department of Sociology

66. Ms. Deepa N.	Head of the Dept., Assistant Professor		9495822935
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Department of Social Work

67. Ms. Subhitha Menon U.	Head of the Dept., Guest Lecturer	M.Phil	9645720593
68. Ms. Anupama S.	Guest Lecturer		7559978160
69. Subhadra N. Menon	Guest Lecturer		9496157950

Department of Physical Education

70. Ms. Rita Mary Thomas	Head of the Dept., Associate Professor	M.Phil	0491-2542357, 9446808936
71. Dr. Sr. Gisala George	Associate Professor	M.Phil, PhD	0491-2542537 9496139077

Department of Political Science

72. Dr. Sheela Kumari M.P.	Head of the Dept., Assistant Professor	PhD	9495222607
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P.G. Department of Commerce

73. Ms. Ramya John	Head of the Dept., Assistant Professor		9946331390
74 .Ms. Jency Baby	Assistant Professor		8547511035
75. Sr. Louly N.M. (Sr. Merin)	Assistant Professor		9447862137 0491-2542537
76. Ms. S. Aiswarya	Guest Lecturer		7558830306
77. Ms. Shafeela N.	Guest Lecturer		9895545686
78. Ms. Gopika S.S.	Guest Lecturer		8075468064
79. Ms. Lincy N.L.	Guest Lecturer		9043389163
80. Ms. Parvathy B.	Guest Lecturer		7736844227
81. Ms. Vini A.N.	Guest Lecturer		8848229461
82. Ms. Aparna P.	Guest Lecturer		7034728255
83. Ms. Remya C.	Guest Lecturer		9946625138

Department of Bio -Technology

84. Sr. Shaini V.P. (Sr. Sarupya)	Head of the Dept., Guest Lecturer	M.Phil	0491-2542537 9495430637
85. Dr. Nisha A.	Guest Lecturer	Ph.D	9895053706
86. Ms.Saranya K.S	Guest Lecturer		8086808152
87. Dr. Megha P.M.	Guest Lecturer	Ph.D	9946999584

Department of Computer Applications

88. Sr. Jainy Jacob M. (Sr. Jain Maria)	Head of the Dept., Assistant Professor	M.Phil	8281852537 0491-2542537
89. Ms. Stency V.S.	Guest Lecturer		9995203285
90 Ms. Mini N.	Guest Lecturer	M.Phil	9809778815
91. Ms. Priya Vinod	Guest Lecturer		9946684375
92. Ms. Ambika K.	Guest Lecturer	M.Phil	9747591937

Department of Computer Science

93. Sr. Shynmole P.I. (Sr. Akhila)	Head of the Dept., Guest Lecturer		9446686654
94. Ms. Sumy T.O.	Guest Lecturer		9446295028
95. Ms. Divya S. Nair	Guest Lecturer		9048301035
96. Ms. Anit Sebi	Guest Lecturer	M.Phil	9656750075

Library

1. Ms. Soji Thomas	Librarian	8547958135
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Administrative Staff

1. Sr. Jessy Poulouse (Sr. Jessin)	Jr. Supdt.	0491-2542537
2. Sr. Reetha C.J. (Sr. Rita Jose)	H.A.	0491-2534929
3. Ms. Lissie Varkey	UDC	9747692727
4. Sr. Shigi George (Sr. Trinity)	UDC	0491-2542537
5. Mr. John Kennady S.	LDC	3166576 9895360761
6. Sr. Mini K.J. (Sr. Mini Therese)	LDC	0491-2543557
7. Sr. Leela Joseph (Sr. Jose Mary)	Typist	0491-2542537

Supporting Staff

8. Mr. Pauly M.P.	Mechanic	9656173342
9. Ms. Annie V.P.	Lab. Asst.	9605222680
10. Ms. Veronica P.V.	”	9048139948
11. Ms. Beena J. Meleth	”	8089869130
12. Ms. Rageena S.	”	9947816281 9847399168
13. Ms. Sucy Peter	LGS	8089573416 9995295408
14. Ms. Jessintha E.J.	”	9745171052

2019-20 ACADEMIC CALENDAR

June 2020

Date	Day		Particulars
1	Sat		
2	Sun	H	
3	Mon		
4	Tue		
5	Wed		Eid - ul - fitr
6	Thu		College Re-opens after Summer Vacation
7	Fri		
8	Sat	H	
9	Sun	H	
10	Mon		
11	Tue		
12	Wed		
13	Thu		
14	Fri	H	
15	Sat		
16	Sun	H	

Date	Day		Particulars
17	Mon		
18	Tue		
19	Wed		
20	Thu		
21	Fri		
22	Sat		
23	Sun	H	Last day of fee due with fine Rs. 5/-
24	Mon		
25	Tue		
26	Wed		
27	Thu		
28	Fri		
29	Sat		
30	Sun	H	

No. of working days: 21

No. of teaching days: 17

*“Do not let your hearts be troubled.
Believe in God, believe also in me” (Jn. 14:1).*

July 2020

Date	Day		Particulars
1	Mon		
2	Tue		
3	Wed	H	St. Thomas Day
4	Thu		
5	Fri		Holy Mass
6	Sat		
7	Sun	H	
8	Mon		
9	Tue		
10	Wed		
11	Thu		
12	Fri		
13	Sat	H	
14	Sun	H	
15	Mon		
16	Tue		Feast of Our Lady of Mount Carmel
17	Wed		

Date	Day		Particulars
18	Thu		
19	Fri		
20	Sat		
21	Sun	H	
22	Mon		
23	Tue		
24	Wed		
25	Thu		
26	Fri		
27	Sat		
28	Sun	H	
29	Mon		
30	Tue		
31	Wed		Karkkidaka Vavu

No. of working days: 24

No. of teaching days: 21

“See, the Lord’s hand is not too short to save nor his ear too dull to hear” (Is. 59:1)

August 2020

Date	Day		Particulars
1	Thu		
2	Fri		Holy Mass
3	Sat		
4	Sun	H	
5	Mon		
6	Tue		
7	Wed		
8	Thu		
9	Fri		
10	Sat	H	
11	Sun	H	Bakrid
12	Mon		
13	Tue		
14	Wed		
15	Thu	H	Independence Day, Assumption of Our Lady
16	Fri		
17	Sat		

Date	Day		Particulars
18	Sun	H	
19	Mon		
20	Tue		
21	Wed		
22	Thu		
23	Fri	H	Sree Krishna Jayanthi
24	Sat	H	
25	Sun	H	
26	Mon	H	
27	Tue	H	
28	Wed	H	Ayyankali Jayanthi
29	Thu		Feast of St. Euphrasia
30	Fri		
31	Sat		

No. of working days: 23

No. of teaching days: 19

“The Lord is my shepherd, I shall not want” (Ps. 23:1)

September 2020

Date	Day		Particulars
1	Sun	H	
2	Mon		
3	Tue		
4	Wed		
5	Thu		
6	Fri		Holy Mass
7	Sat		
8	Sun	H	
9	Mon	H	Muharam
10	Tue	H	1st Onam
11	Wed	H	Thiruvonam
12	Thu	H	3rd Onam
13	Fri	H	4th Onam, Sree Narayana Guru Jayanthi
14	Sat	H	Exaltation of Holy Cross
15	Sun	H	
16	Mon		
17	Tue		

Date	Day		Particulars
18	Wed		
19	Thu		
20	Fri		
21	Sat	H	Sree Narayana Guru Samadhi
22	Sun	H	
23	Mon		
24	Tue		Feast of Mother Mercy
25	Wed		
26	Thu		
27	Fri		
28	Sat		
29	Sun	H	
30	Mon		

No. of working days: 18

No. of teaching days: 16

“The Holy Spirit will come upon you, and the power of the Most High will overshadow you” (Lk. 1:35)

October 2020

Date	Day		Particulars
1	Tue		Feast of Little Flower
2	Wed	H	Gandhi Jayanthi
3	Thu		
4	Fri		Holy Mass
5	Sat		
6	Sun	H	
7	Mon	H	Mahanavami
8	Tue	H	Vijayadashami
9	Wed		
10	Thu		
11	Fri		
12	Sat	H	
13	Sun	H	
14	Mon		
15	Tue		Feast of Theresa of Avila
16	Wed		
17	Thu		

Date	Day		Particulars
18	Fri		
19	Sat		
20	Sun	H	
21	Mon		
22	Tue		
23	Wed		
24	Thu		
25	Fri		
26	Sat		
27	Sun	H	Deepavali
28	Mon		
29	Tue		
30	Wed		
31	Thu		

No. of working days: 23

No. of teaching days: 20

*“Seek good and not evil, that you may live; and so the Lord the
God of hosts will be with you” (Amos. 5:14)*

November 2020

Date	Day		Particulars
1	Fri		Holy Mass
2	Sat		
3	Sun	H	
4	Mon		
5	Tue		
6	Wed		
7	Thu		
8	Fri		
9	Sat	H	Nabi Dinam
10	Sun	H	
11	Mon		
12	Tue		
13	Wed		
14	Thu		Children's Day
15	Fri		
16	Sat		
17	Sun	H	

Date	Day		Particulars
18	Mon		
19	Tue		
20	Wed		
21	Thu		
22	Fri		
23	Sat		
24	Sun	H	
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		

No. of working days: 25

No. of teaching days: 21

*“The law of your mouth is better to me than
thousands of gold and silver pieces” (Ps. 119:72)*

December 2020

Date	Day		Particulars
1	Sun	H	
2	Mon		
3	Tue		
4	Wed		
5	Thu		
6	Fri		Holy Mass
7	Sat	H	
8	Sun	H	
9	Mon		
10	Tue		
11	Wed		
12	Thu		
13	Fri		
14	Sat	H	
15	Sun	H	
16	Mon		
17	Tue		

Date	Day		Particulars
18	Wed		
19	Thu		
20	Fri		
21	Sat		
22	Sun	H	
23	Mon		
24	Tue		
25	Wed	H	Christmas
26	Thu		
27	Fri		
28	Sat		
29	Sun	H	
30	Mon		
31	Tue		

No. of working days: 19

No. of teaching days: 16

*“Is not my word like fire, says the Lord and like a hammer,
that breaks a rock in pieces?” (Jer. 23:29)*

January 2021

Date	Day		Particulars
1	Wed		New Year
2	Thu	H	Mannam Jayanthi
3	Fri		Holy Mass
4	Sat		
5	Sun	H	
6	Mon		
7	Tue		
8	Wed		
9	Thu		
10	Fri		
11	Sat	H	
12	Sun	H	
13	Mon		
14	Tue		
15	Wed	H	Pongal
16	Thu		
17	Fri		

Date	Day		Particulars
18	Sat		
19	Sun	H	
20	Mon		
21	Tue		
22	Wed		
23	Thu		
24	Fri		
25	Sat		
26	Sun	H	Republic Day
27	Mon		
28	Tue		
29	Wed		
30	Thu		
31	Fri		

No. of working days: 25

No. of teaching days: 22

*“Blessed are the pure in heart,
for they will see God” (Mt. 5:8)*

February 2021

Date	Day		Particulars
1	Sat		
2	Sun	H	
3	Mon		
4	Tue		
5	Wed		
6	Thu		
7	Fri		Holy Mass
8	Sat	H	
9	Sun	H	
10	Mon		
11	Tue		
12	Wed		
13	Thu		
14	Fri		
15	Sat		
16	Sun	H	
17	Mon		

Date	Day		Particulars
18	Tue		
19	Wed		
20	Thu		
21	Fri	H	Maha Shivaratri
22	Sat		
23	Sun	H	
24	Mon		
25	Tue		
26	Wed		
27	Thu		
28	Fri		
29	Sat		

No. of working days: 23

No. of teaching days: 19

*“I will sprinkle clean water upon you,
and you shall be clean from all your uncleannesses
and from all your idols I will cleanse you”
(Ez. 36:25)*

March 2021

Date	Day		Particulars
1	Sun	H	
2	Mon		
3	Tue		
4	Wed		
5	Thu		
6	Fri		Holy Mass
7	Sat		
8	Sun	H	
9	Mon		
10	Tue		
11	Wed		Ash Monday
12	Thu		
13	Fri		
14	Sat	H	
15	Sun	H	
16	Mon		
17	Tue		

Date	Day		Particulars
18	Wed		
19	Thu		
20	Fri		
21	Sat		
22	Sun	H	
23	Mon		
24	Tue		
25	Wed		
26	Thu		
27	Fri		
28	Sat		
29	Sun	H	
30	Mon		
31	Tue		

No. of working days: 25

No. of teaching days: 22

*“You will know the truth, and the truth will make you free”
(Jn. 8:32)*

April 2021

Date	Day		Particulars
1	Wed		
2	Thu		
3	Fri		
4	Sat		
5	Sun	H	
6	Mon		
7	Tue		
8	Wed		
9	Thu	H	Maundy Thursday
10	Fri	H	Good Friday
11	Sat	H	
12	Sun	H	Easter
13	Mon		
14	Tue	H	Vishu
15	Wed		
16	Thu		
17	Fri		

Date	Day		Particulars
18	Sat		
19	Sun	H	
20	Mon		
21	Tue		
22	Wed		
23	Thu		
24	Fri		
25	Sat		
26	Sun	H	
27	Mon		
28	Tue		
29	Wed		
30	Thu		

No. of working days: 22

“Owe no one anything, except to love one another for the one who loves another has fulfilled the law” (Rom. 14:8)

May 2021

Date	Day		Particulars
1	Fri	H	May Day
2	Sat		
3	Sun	H	
4	Mon		
5	Tue		
6	Wed		
7	Thu		
8	Fri		
9	Sat	H	
10	Sun	H	
11	Mon		
12	Tue		
13	Wed		
14	Thu		
15	Fri		
16	Sat		
17	Sun	H	

Date	Day		Particulars
18	Mon		
19	Tue		
20	Wed		
21	Thu		
22	Fri		
23	Sat		
24	Sun	H	Eid ul Fitr
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		
31	Sun	H	

No. of working days: 24

RETIRED TEACHING STAFF

English

1. Sr. Azaria* (1964-1981)	
2. Ms. Bhageerathi* (1965-1974)	
3. Ms. Janakikutty* (1965-1983)	
4. Dr. Sr. Rosetta* (1970-1994)	
5. Dr. P.G. Parvathy (1966-1998)	0491-2545783 9447003467
6. Ms. Alicekutty (1976-1998)	0484-2540818
7. Sr. Dr. Mary K.A. (Sr. Sheila)* (1974-2003)	
8. Ms. Devi Sivadas (1972-2001)	0491-2523334
9. Dr. Rajalakshmy Achath (1979-2001)	9447969746 0487-2425955
10. Ms. Sudha B. (1974-2004)	0491-2856227
11. Dr. Uma. V. (1975-2007)	04923-227068 9447838399
12. Dr. Vijayalakshmi P.P. (1975-2007)	9446923695
13. Ms. Savithri P. (1977-2008)	04922-273312 9865123312
14. Dr. Brindha Kumari T.C. (1980-2014)	0491-2544630 9746229878
15. Dr. W.S. Kottiswari (1984-2016)	9497629460

Economics

1. Sr. Madleeva (1981-1993)	0422-2667065
2. Sr. Paris (1993-1995)	0491-2541112

3. Ms. Premavathy C* (1981-1984)	
4. Sr. Rosamma Thomas (Sr. Merly) (1982-2006)	04828-234036
5. Ms. Radha Menon (1981-2014)	9446875161
6. Ms. Betty Mathews (1982-2014)	0491-2542960 9495229644

Sociology

1. Dr. Sr. Thressia P.A. (Sr. Leoni) (1981-2006)	9447699371
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History and Political Science

1. Sr. Fortunata* (1964-1977)	
2. Ms. Radha (1968-2000)	0491 2542746
3. Ms. Vasudha ((1972-2005)	9447303469
4. Ms. Aley K.T. (1973-2001)	0491 2541993
5. Ms. Gouri K.P. (1971-2005)	0491 2515579
6. Ms. Sreedevi M.D.* (1976-1996)	
7. Sr. Socia* (1982-2005)	
8. Dr. Sr. Mary C.J. (Sr. Sushma) (1980-2006)	0491-2534929
9. Ms. Nirmala N. (1981-2013)	0491-3204723
10. Sr. Alphonsa C.P. (1989-2018)	0491-2543557 9072942944

Maths

1. Sr. Chrisantha* (1959-1986)	
2. Sr. Livina (1963-1994)	07748870306 07421243692

3. Sr. Engelbert (1967-1998)	09165240869
4. Ms. Annie V.D. (1980-2014)	0491-2543777 9446476154

Statistics

1. Ms. Elsy C.V. (1978-2010)	0491-2542977 9446544977
2. Dr. Sr. Alice Thomas (2011-2013)	9495013770

Physics

1. Sr. Ezechiel (1964-1982)	0491 2542338
2. Sr. Lilly Therese*	
3. Ms. Vijayalakshmi P.K. (1976-2001)	2577495
4. Sr. Leena Jose (1969-1999)	0492 2286077
5. Ms. Saramma (1974-2003)	0491 2536171
6. Ms. Sreelatha (1971-2002)	9895137024 2534120
7. Sr. Annie Mathew (1971-2002)	0492 4253237
8. Ms. Parvathi. M. (1975-2005)	0491 2538950
9. Ms. Balamani. T.V. (1974-2006)	0491 2530473
10. Ms. Devakiamma S. (1981-2011)	9446016341

Chemistry

1. Sr. Boldwin (1967-1998)	04924 222283 9400422283
2. Sr. Finbar (1969-1994)	0491-2534929

3. Ms. Annamma Thomas (1971-2004)	9496427376
4. Ms. Padmini Menon (1981-2005)	0484-2402842
5. Ms. Mercy C.I (1978-2009)	0491-2573840 9495877742
6. Ms. Daisy George (1980-2010)	0491-2541893
7. Ms. Lilly P.D. (1980-2010)	9447277744
8. Ms. Anasthasia John (1980-2012)	9495877763
9. Ms. Nancy Davis (1981-2014)	9446148174 0491-2501275
10. Ms. Mercy Leena Paul (1985-2016)	0491-2543086
11. Dr. Sr. Rosamma M.K. (Sr. Christy) (1992-2017)	0491-2534929 9447804082

Botany

1. Sr. Maria Bambina* (1964-1985)	
2. Ms. Thresiamma (1968-2000)	2505772
3. Sr. Vitus * (1979-2001)	
4. Ms. Kochu Rani (1971-2002)	0491-2542908
5. Ms. Thankamma Peter (1972-2005)	9447194212
6. Ms. Dhanalakshmi C. (1974-2004)	0491-2539302
7. Ms. Rosely Ignatius V. (1974-2007)	0491-2536132

Zoology

1. Sr. Secunda (1977-1985)	0491 2542537
2. Ms. Rajalakshmi (1970-1994)	0471-2340239
3. Ms. Mary M.V.* (1973-1982)	

4. Ms. Mary P. John (1975-2005)	0491 2544606
5. Ms. Ramani Nair (1983-2008)	2528189
6. Ms. Mary K.J. (1976-2009)	9495071440 0487-2327193
7. Ms. Jayalakshmi K.P. (1978-2009)	04922-234815
8. Ms. Gracy A.T. (1981-2015)	9447694549 0491 - 2543697

Language

1. Dr. Sr. Licinia (Malayalam)* (1964-1993)	
2. Sr. Adria (Hindi) (1965-1993)	9447699371
3. Ms. Mercy Michael (Hindi) (1972-2002)	04822-219269
4. Ms. Komalam (Sanskrit) (1973-2002)	9495995363
5. Ms. Elizabeth (Hindi) (1972-2004)	0487-2251891 9846228698
6. Ms. Manorama (Sanskrit) (1975-2005)	2541983 8714518140
7. Ms. Dhanalakshmi N.K. (Malayalam) (1981-2009)	2576182
8. Ms. Rohini P.K. (Malayalam) (1981-2011)	0491-2543627 9495707510
9. Dr. Sr. Annamkutty M.J. (Sr. Kripa) (Hindi) (1981-2013)	04924-254264

Physical Education

1. Ms. Vimala Menon * (1967-1996)	
2. Ms. Nuzareth Ara Beegum * (1983-1989)	

RETIRED NON-TEACHING STAFF

1. Ms. Baby *	
2. Sr. Demetria (1964-1987)	0491-2534929
3. Ms. Rosy K.P. * (1964-1987)	
4. Sr. Prothasia (1965-1997)	0491 2542338
5. Sr. Lawrence * (1957-1992)	
6. Ms. Padmavathy Amma (1974-1993)	
7. Sr. Salvia (1967-1994)	0491 2530380
8. Sri. Jacob C.O.* (1965-1994)	
9. Ms. Sucey K.K. (1968-1995)	9895621275
10. Ms. Mary A.L.* (1968-1996)	
11. Sr. Felina (1970-1999)	0491-2543557
12. Sri. Chamy * (1981-1999)	
13. Ms. Mary C.P. (1967-1999)	
14. Ms. Thressiamma Cherian (1968-1999)	9562567475
15. Sri. Chinnan P.K. * (1968-1994)	
16. Ms. Radha K.S. (1969-1997)	0491 2541638
17. Ms. Prestheena * (1982-1988)	
18. Sr. Rosa C.T. (Sr. Rose) (1964-2001)	0466-2208821
19. Sr. Rose Lalitha (1973-2001)	2542537
20. Ms. Mary C.D. (1967-2001)	2515554
21. Ms. Celine A.K. (1967-2002)	0487-2443708
22. Ms. Rugmani. K. (1981-2002)	9656917585
23. Ms. Baby O.L. (1982-2002)	0491-2545873

24. Ms. Annie K.R. (1967-2003)	0487-2254171
25. Ms. Rita P.R.* (1966-2003)	
26. Ms. Kochumary C.P. (1982-2003)	2508659
27. Sr. Treasa K.K. (Sr. Prasada) (1969-2003)	0466-2208821
28. Ms. Annie P.A. (1984-2004)	0487-2250124
29. Ms. Mariam M.M. (1982-2004)	9744937072
30. Ms. Cicily C.K. (1981-2004)	0487-2204486
31. Sr. Elsy K.O. (Sr. Elsy Jose) (1977-2005)	0491-2541112
32. Ms. Rosily C.J. (1968-2005)	2542116
33. Ms. Mary K. (1981-2005)	3250303
34. Sr. Lilly M.A. (Sr. Flosy) (1974-2006)	04924 238432
35. Sri. Appu. K* (1981-2006)	
36. Sr. Alphonsa T. Joseph (Sr. Laya) (1997-2007)	0422-2430190
37. Sr. Maggie V.V. (Sr. Mercilin) (1965-2007)	0491-2530380
38. Sri. Pazhanimala. V* (1965-2007)	
39. Ms. Mable K.M. (1969-2007)	6523551
40. Sr. Brigit A.D. (Sr. Geo) (1982-2007)	0491-2534929
41. Sr. Mary F. Neelankavil (Sr. Wincy) (1974-2007)	0466-2230530
42. Ms. Cicili C.O. (1970-2008)	09388495564 0487-2331521
43. Sr. Alphonsa M.A. (Sr. Josmin) (1982-2009)	0491 2542537
44. Ms. Mery C.A. (1982-2010)	0491 2541160
45. Ms. Thresia P.V. (1981-2010)	7736356683 8129102100
46. Sr. Rosy C.P. (Sr. Mary Suma) (1982-2011)	0491 2542537
47. Ms. Thresia K.A. (1981-2011)	9496514960

48. Ms. Mary C.I. (1995-2016)	8891409759
49. Ms. Alice M.R. (1988-2016)	9747687917
50. Ms. Lilly P.V. (1982-2017)	0491 2543272 8606490154
51. Ms. Omana M.T. (1987-2017)	8086959719
52. Ms. Gracy L. (1983-2017)	9388987023
53. Ms. Mary N.A. (1989-2017)	9567794192 04873210585
54. Ms. Alphonsa C.R. (1982-2017)	9446618967 9946144574
55. Ms. Annu M.K. (Lab Asst.) (1992-2019)	0491-2543470
56. Ms. Prema A. (Library Asst.) (1981-2019)	9746200535

FORMER PRINCIPALS

Sr. Chrisantha*	(1964 - 1976, 1980 - 85)	
Sr. Azaria*	(1976 - 1977)	
Sr. Fortunata*	(1977 - 1980)	
Sr. Ezechiele	(1985 - 1993)	0491-2542338
Sr. Livina	(1993 - 1994)	07748870306 07421243692
Sr. Finbar	(1994 - 1999)	0491-2534929
Sr. Leena Jose	(1999 - 2002)	04922-286077
Sr. Annie Mathew	(2002 - 2004)	0492-4253237
Dr. Sr. Leoni	(2004 - 2006)	9447699371
Dr. Sr. Kripa	(2006 - 2013)	04924-254264
Dr. Sr. Alice Thomas	(2013-2016)	9495013770

NB : * Expired

DISTRIBUTION OF WORK – 2020-2021

<p>1. Governing body & Management Committee</p>	<p>Manager – Provincial Superior – Mother Leoni CMC Education Councilor- Sr. Alphonsa Local Manager – Sr. Janis Principal – Dr. Sr. Lilly P.V. Management Representative from Teaching Staff – Sr. N.M.Louly Secretary – Dr. Sr. Gisala George Management Representative from Non teaching Staff – Sr.Jessy Poulouse</p>
<p>2. Finance Committee</p>	<p>Manager – Provincial Superior – Mother Leoni CMC Education Councillor- Sr. Alphonsa Local Manager – Sr. Janis Principal – Dr. Sr. Lilly P.V. Senior In charge & Secretary – Dr. Sr. Gisala George Management Representative from Teaching Staff – Sr. N.M.Louly Management Representative from Non teaching Staff – Sr. Jessy Poulouse Bursar – Sr. Jose Mary. Those who are related with other finance matters when needed.</p>
<p>3. College Council</p>	<p>Principal, Staff Secretaries – Dr.Meena P. Kumar, Ms. Melda Francis Heads of various Departments, Librarian- Ms. Soji Thomas Superintendent- Sr. Jessy Poulouse Representative from Non teaching Staff –Smt.Annie V.P.</p>

4. Planning Board	Principal, Heads of various Departments, NCC Officer, Librarian, IQAC Coordinator, Bursar, Head Accountant- Sr.Reetha C.J.
5. IQAC	Chair Person- Dr. Sr. Lilly P.V. Ms. Rekha Vasudevan (Co-ordinator) Members - Dr.Meena P. Kumar Ms. Stency V.S., Ms. Anjali Mohan, PTA Representative Sr. Jessy Poulouse, Smt.Lissey Varkey (Administrative Members)
6. SAAC	Dr. Praseeda G. (Co-ordinator) Members - Ms. Priya Varma C. Ms Mini N., Ms. Ranjitha R.(Statistics), Ms. Aparna
7. RTI	First Appellate Authority– Dr. Sr. Lilly P.V. (Principal) Public Information Officer - Sr. Jessy Poulouse Asst.PIO- Smt.Lissey Varkey
8. Library Committee	Principal, Librarian Ms. Soji Thomas (Co-ordinator), Members- Ms. Sheela P. Koikkara, Ms. Lillykutty Thomas, Smt.Remya John Student Representative – College Chairperson
9. UGC Cell	Principal, Ms. Deepa N. (Co-ordinator), Dr. Sr. Gisala George, Dr. Sheena John Ms. Ambili Jacob, Sr.Jessy Poulouse
10. Walk with a Scholar Programme	Ms.Tania Antony (Co-ordinator)
11. Student Support Programme	Dr.Sr.Sindhu K.K. (Co-ordinator)

12. ASAP	Sr. Jainy Jacob (Co-ordinator)
13. PTA Executive	<p>Executive Members -20</p> <p>Working President - Principal - Dr. Sr. Lilly P.V.</p> <p>President- Mr. Wilson K.R.</p> <p>Secretary- Dr. Divya K.Nair</p> <p>Joint Secretary- Mr. Stephen K.</p> <p>Treasurer- Ms. Remya John</p> <p>Ms. Nisha Biju, Ms.Rajani, Mr.Joseph D.Kollannur, Mr. Ramesh Kumar K.O., Mr. Mathew C.M., Mr. Prasannakumar M., Ms.Parameswari K., Ms.C.A.Rajalakshmi, Ms. Kamarbanu Abdul Salam Sr. N.M.Louly, Ms.Deepa N. , Dr. Nila N., Ms. Shyni E.T., Ms. Ambili Jacob, Mr. Pauly M.P.</p>
14. Alumnae Association	<p>Chief Patron- Provincial Superior</p> <p>President -Principal - Dr. Sr. Lilly P.V.</p> <p>Vice President- Dr. Sr.Jessy Mathew N.</p> <p>Vice President- Ms. C.A.Rajalakshmy</p> <p>Secretary- Prof. Dhanalakshmi C.</p> <p>Joint Secretary- Ms.Deepa N.</p> <p>Treasurer- Ms. Sheela P. Koikkara</p> <p>Executive Members –</p> <p>Ms.Usha K., Ms.Shailaja K.S., Ms.Balamani T.V., Dr. Divya K. Nair, Ms. Rekha Vasudevan</p>
15. Career Guidance and Placement Cell	<p>Ms. Anu Kuruvilla (Co-ordinator)</p> <p>Ms. Priya Vinod, Ms. Ambika K., Ms. Sumy T.O.</p>

16. SAM	Secretary- Dr.Jelly Louis Treasurer- Dr. Nithya A.A. Executive Member : Ms. Priya Varma C.(TS), Ms. Rageena S.(NTS) Rtd. TS- Ms. Betty Mathews, Ms. Mercy C.I. Rtd. NTS- Ms. Lilly P.V.
17. University Examinations	Dr.Sheelakumari M.P.
18. IPR Cell	Dr. Jelly Louis, Harsha Paul
19. ED Club	Ms.Ramya John and Department of Commerce
20. Research Forum	Dr.Jayasree S. (Co-ordinator) All M.Phil and PhD. Holders
21. Grievance Redressal Cell, Anti-Ragging Cell and Anti-Drug Cell	Principal, Dr. Sr. Gisala George, Ms. Mariamma John (Student Advisor), Ms. Smiya John(Secretary) PTA Vice President- Ms.C.A.Rajalakshmi Sri. Jayesh K. (Representative of Local Body) Ms. Lilly Kutty Thomas (NCC Officer) Adv.Beena P.V.(Legal Advisor) Librarian Ms. Soji Thomas
22. Admission Committee	Dr.Liji K.T.(Nodal Officer), Ms.Deepa N., Ms. Jency Baby Ms. Revathy K., Ms.Thushara N.C., Ms. Athira K. J., Ms. Syamili T.B. Ms. Gopika S.S.,Ms. Parvathy B.
23. Time Table	Sr. N. M. Louly, Ms. Shafeela N.

24. College Union Election	Principal, Smt. Mariamma John (Student Advisor) Dr.Lakshmi M. (Co-ordinator) Ms. Anlin Lazar (Joint Co-ordinator), Dr.Nishaa A., Ms. Divya P. S., Ms. Ranjitha R. (Maths), Ms. Karthika P.V.
25. Fine Arts	Ms. Memsy C.K. (Co-ordinator) Ms.Harsha Paul, Ms. Miji T.V.
26. NIRF	Dr. Girija R., Ms. Delmy Davis
27. ARIIA	Dr. Biji C.P., Dr. Girija R.
28. YIP	Dr. Biji C.P. , Ms. Deepa N.
29. AISHE	Dr. Nila N.
30. NPTEL SPOC	Dr. Lakshmi M.
31. FIST	Dr. Lakshmi M.
32. State Resource Centre, Kerala (Under MHRD, Govt of India)	Ms. Deepa N. (Co-ordinator)
33. College Magazine – Editor (PD A/C) Associate Editors	Dr.Vanisree K., Ms..Lillykutty Thomas, Ms. Sonia Thomas, Sr.Julie P.J., Sr. Reetha C. J.
34. College Report Committee Report Editing(Final)	Sr. Akhila, Ms.Sumy T.O. , Ms. Divya S. Nair Dr.Nila N. , Dr.Trisina Alapatt
35. NCC & Adventure Club	Ms. Lillykutty Thomas, Ms.Latha V.
36. Health and Yoga Club	Dr.S.Jayasree , Dr.Sr.Gisala George , Ms. Jayasree P.V.
37. Literary & Reader's Club	Dr.Vanisree K. , Sr. Julie P. J., Ms.Rakhi N.P., Ms.Soji Thomas , Ms. Jagathy V. K., Ms.Latha V.

38. IT Club	Sr.Jainy Jacob , Ms.Mini N., Ms. S. Aiswarya
39. NSS (Unit 6) NSS (Unit 8)	Dr. Renju Krishna V., Ms Rakhi N.P. Sr.Julie P.J., Ms.Jagathy V.K., Ms.Sukanya K.
40. Social Service League Mercy Home for Aged Type writing Centre Creche(Day care) Legal Service Providing Centre(SPC) FCC	Dr.Sr. Beena Dominic(Coordinator) Ms.Delmy Davis Adv. Beena.P.V.(Legal Counsellor) Councillors (FCC) Ms.Shubitha Menon, Ms. Anupama, Ms Subadra Menon SSL Representatives
41. College Calendar& Handbook (PD A/C)	Dr. Sreedevi K. Menon, Sr. Reetha C.J.
42. College Photo	Sr.Jainy Jacob
43. MEDISEP	Ms. Melda Francis (Nodal Officer)
44. University Centralised Portal	Ms. Melda Francis , Dr.Megha
45. Academic Master Plan Committee	Dr.Trisina Alappat, (Co-ordinator) Dr. Regina Jose, Ms. Subhitha Menon U, Ms. Saranya K.S., Ms. Vini A.V.
46. Campus Ministry, AICUF, Orientation, Renewal Programmes, Xavier Board	Sr.Akhila, Ms.Sumy T.O , Ms.Lincy N.L., Ms. Anit Sebi, Ms. Blessymol Thomas
47. Value Education Programme (Christian Chair)	Ms.Sonia Thomas, Ms.Rose Mary K.R.
48. Catechism ,Holy Mass & Peace Club	Sr.Sarupya (IDC) Dr.Sr.Jeeva (IIDC) Sr. Jainy Jacob (IIIDC)

49. Sr.Chrisantha Trust	Ms. Deepa N. (Secretary) Dr. Nila.N (Treasurer)
50. Debating Club/Quiz Club	Dr. C.G. Shyamala, Ms. Jincy Jose
51. Women's Cell	Ms. Shyni E.T., Dr.Sheelakumari M.P. Ms.Sindhu P.
52. Nature/Forestry Club	Dr.Jelly Louis, Ms. Preetha U.
53. Media Centre	Dr.Sr.Sindhu K.K , Sr. Reetha C.J.
54. Cine Forum	Ms. Priyanka M.C., Ms. Stephy Shiron
55. RUSA Committee	Dr.Liji.K.T. (Co-ordinator) Dr.Meena P. Kumar, Smt.Ramya John, Sr Triny
56. SC/ST Cell	Dr.Nithya A.A. , Ms.Divya P.S., Ms. Saranyadevi M.
57. Minority Cell	Ms.Sonia Thomas, Ms.Savitha Rabeque C.
58. OBC Cell	Ms.Harsha Paul , Ms. Deepa M. C.
59. Log Book	Dr.Nila N.
60. Tourism Club	Dr.Nithya A.A. , Ms. Saranya K.S., Dr. Nishaa A
61. Co-ordinators of Special Fee (PD A/c) – Stock verification	Dr. Trisina Alapatt, Ms. Lillykutty Thomas, Sr.Jorry T.F, Ms.Mariyamma John, Ms. Ambily Jacob, Dr.Sr. Sindhu.K.K, Ms. Shiny E.T, Dr.Jayasree, Dr. Liji.K.T, Dr.Sr.Gisala George Sr. Merin, Sr. Jain Jacob, Ms. Soji Thomas
62. Purchase Committee (PD A/c)	Dr. Sr. Lilly P.V(Principal), Sr. Reetha C.J. (Head Accountant), Dr.Sheena John, Dr.Jelly Louis.C, Ms.Ramya John, Ms. Memsy C.K (Secretary)

63. Association(PD A/c)	Dr.Lakshmy.M
64. Women's Study(PD A/c)	Ms. Shiny E.T
65. Medical Inspection(PD A/c)	Dr. Renju Krishna
66. Stationery (Internal Exam) (PD A/c)	Dr. Sheelakumari.M.P
67. Visual Education(PD A/c)	Sr. Jainy Jacob
68. Admission (PD A/c)	Ms. Jency Baby
69. Student Aid Fund(PD A/c)	Dr. Nithya.A.A
70. Press & Publication	Smt. Priyanka M.C., Dr.C.G. Shyamala
71. Website Administrator	Sr.Jainy Jacob M., Ms.Mini N., Class Representatives
72. Warden	Sr. Jorry T.F., Dr.Sr.Gisala George, Sr.Triny, Sr.Sarupya (Jayamatha)
73. Guest Room & Guests	Sr. Reetha C.J.
74. Bursar	Sr.Jose Mary, Sr.Akhila
75. Seminar Hall,Conference Hall	Sr. Mini Therese
76. Self financing	Smt.Komalavally

TIME TABLE

Day	1	R. No.	2	R. No.	3	R. No.	4	R. No.	5	R. No.
Mon day										
Tues day										
Wednes day										
Thurs day										
Fri day										

Notes

A series of 20 horizontal dashed lines for writing notes.