



NIRMALA COLLEGE MUVATTUPUZHA

Muvattupuzha P. O., Ernakulam Dist., Kerala - 686 661

Telephones: 0485 2832361, 2836300

e-mail: nirmalacollege@gmail.com, Website: www.nirmalacollege.ac.in

FOURTH CYCLE NAAC ACCREDITATION 2019

CRITERION 6

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Submitted to



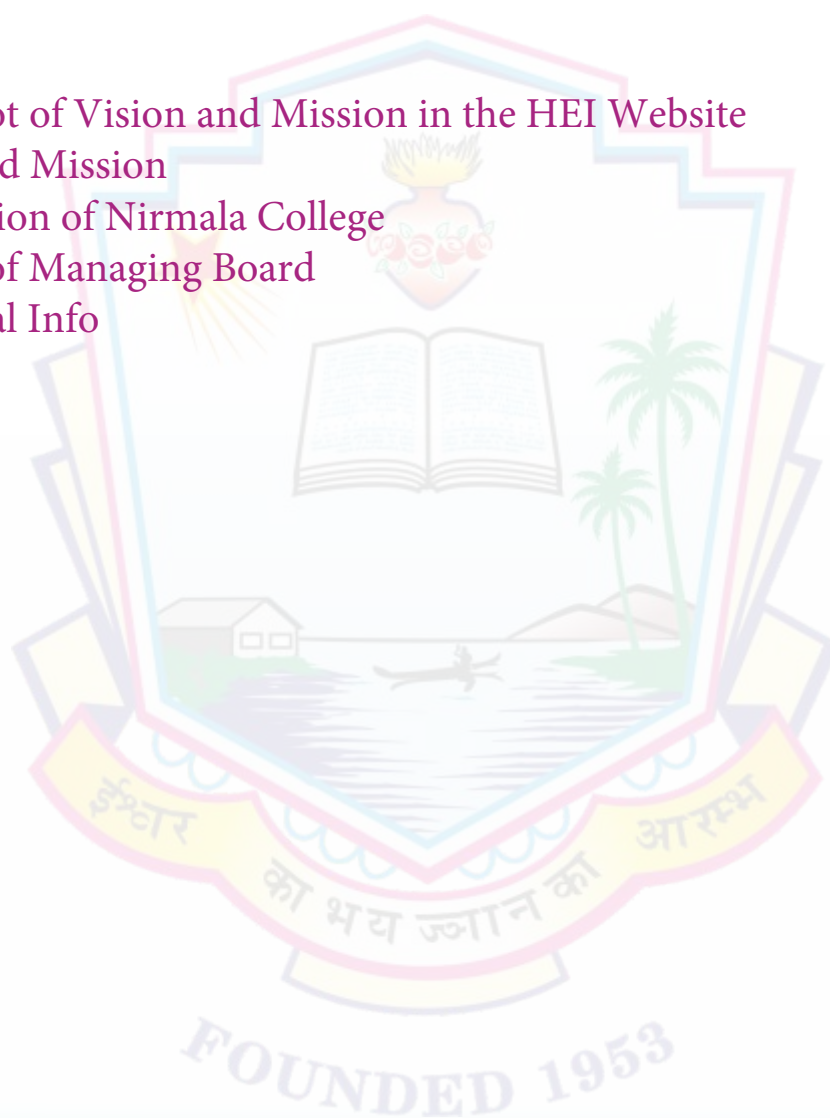
THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

CRITERION 6

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

1. Screenshot of Vision and Mission in the HEI Website	03
2. Vision and Mission	04
3. Constitution of Nirmala College	05
4. Minutes of Managing Board	08
5. Additional Info	45



[About](#)

[Academics](#)



[IQAC](#)

[Research](#)

Vision and Mission



- [RTI Declaration](#)
- [Staff Council](#)
- [Governing Body](#)
- [Code Of Conduct](#)
- [Vision and Mission](#)
- [History](#)
- [About Nirmala](#)
- [Core Value](#)

Our Vision

‘Academic Excellence with integrity of character’ of the teachers and the taught is the **Vision** of the Institution. The coat of arms of the college bears the inscription

– ‘Fear of God is the beginning of wisdom’

Our Mission

The **Mission** of the college is to mould educated citizens who love God, serve humanity and to help the youth grow up as competent, responsible and mature individuals with strength of character, moral uprightness and courage of conviction, imbued with qualities of head and heart.

The goals of the institution and the programmes to realize them are explicitly and categorically stated in the college Handbook cum Calendar, which is distributed at the beginning of every academic year to all members who are directly associated with the institution. Address by the Principal and the class teachers to the student community, the PTA meetings, the alumni



OUR VISION:

**Academic excellence with integrity
of character**

OUR MISSION:

**Integral development of human
personality
based on Christian ideals.**

OUR CORE VALUES:

- ▶ **Trust in God**
- ▶ **Integrity of Character**
- ▶ **Social Commitment**
- ▶ **Pursuit of Excellence**



CORPORATE EDUCATIONAL AGENCY OF COLLEGES
DIOCESE OF KOTHAMANGALAM
CONSTITUTION AND RULES OF ADMINISTRATION.

I. PROPRIETOR & PATRON

- 1) The Corporate Educational Agency of Colleges, Diocese of Kothamangalam is established and owned by the Diocese of Kothamangalam. The Bishop of the Diocese is the Proprietor and Patron of this Corporate Educational Agency. He had vested the management of the colleges in a Managing Board constituted as under. The Managing board shall administer the colleges according to the Rules of Administration laid down by the Patron.

II. Managing Board

A Constitution.

- 2) The Managing Board shall consist of the following members:-
 - a) The Rt. Rev. Msgr. Syncallys of the Diocese of Kothamangalam, Ex-Officio President.
 - b) The Principals of the colleges.
 - c) A representative each of the teaching staff of the college nominated/elected/by the Patron from among the senior members of the staff.
 - d) A representative each of the Non-teaching staff of the colleges nominated/elected by the patron from among the Non-teaching staff.
 - e) Representatives of the guardians nominated by the Patron.
 - f) Distinguished educationalist of the Diocese nominated by the patron.
 - g) Distinguished Catholic of the Diocese nominated by the patron.
 - h) The Rev. Vicars of the local parish churches.

B. RULES OF ADMINISTRATION

Term of Office

3. The term of office for all members except the President and Principals shall be three years.

4. The Patron may extend the term.

5 Meetings

5. The Managing Board shall ordinarily meet at least twice a year

6. The Quorum for any meeting of the board shall be one half of the total number.

7. Ordinarily, notice of all meetings shall be given to the members three clear days before the meeting.

Duties

8. It shall be the duty of the Managing Board.
 - a. To decide upon the policies.
 - b. To see that proper atmosphere is maintained in the colleges.
 - c. To attend to proper accommodation according to the needs of the various departments and requirements of the University.
 - d. To make proper provision for hostels, canteens and playgrounds etc. of students and their efficient maintenance and supervision.
 - e. To consider and pass the annual budget.
 - f. To have the college accounts annually audited.

9. Powers

The Managing Board shall have the power

- a) to appoint members of the staff other than the Principal and Vice principal, if any, from the panel presented by the selection board.
- b) to consider any report of the Principal on members of the staff and to take appropriate action thereon. They shall have the right of appeal on a decision of the board to the patron.
- c) to grant members of the staff extraordinary leave deputation etc.
- d) to raise loans or find funds for the developments of the colleges.
- e) to frame such byelaws as are not inconsistent with these rules for the conduct of the colleges.

President and Manager

10. The Rt. Rev. Msgr. Cyncellys of the Diocese of Kothamangalam shall be the Ex-Officio President of the Managing Board and the Corporate Manager of all the colleges functioning under this Educational Agency.

11. It shall be the duty of the president (Manager) -

- a) to issue in writing appointment orders to members of the staff and to maintain record of such orders and any other contracts between the Managing Board and Teachers.
- b) to carry on the official correspondence with the Director of Collegiate Education, state Govt. and the Uty. regarding grants of the Colleges, hostels, staff etc.

Secretary

12. The Secretary of the Managing Board shall be nominated by the Patron from among the members of the board.

13. It shall be the duty of the Secretary.

- a) to issue notices of Board meeting and to record the proceedings in a minutes book.
- b) to keep in custody all the records connected with the Management of the colleges.

to receive and remit to the account in the Bank in the joint names of the President and Secretary, all moneys as grants, donations, subscriptions, income from endowments etc.

PRINCIPAL.

14. The Principal shall be appointed by the patron on the recommendation of the president of the Managing Board.

15. It shall be the duty of the Principal:-

- a) to be reasonable for the internal administration of the college, admission, discipline, promotion, selection of candidates, for Uty. Examinations, framing of time tables, proper distribution of work among the teachers, efficient supervision of teaching holding of periodicals examinations, preparing the college calendar and controlling extracurricular activities.
- b) to maintain service records of the staff and to report in writing the Managing Board neglect of duty or misbehaviour on the part of any member of the staff, after giving the person concerned, an opportunity to offer explanation in writing to any allegations made against him.
- c) to be custodian of the records and the registers of the college, the common seal, other properties and furniture of the college.
- d) to have control over the college office work, the clerks and menial staff of the college.
- e) to carry on the official correspondence with the Uty. on academic matters and submit periodical reports and return in time,
- f) to propose the development schemes in consultation with the president of the Managing board for the consideration and approval of the Managing Board.
- g) to conduct the meeting of the colleges council at regular intervals.
- h) to prepare the annual report of the college for submission to the Managing Board.

16. It shall be within the powers of the Principal:-

- a) to grant leave to any member of the staff as per service rules and to recommend to the managing board, extra-ordinary leave.
- b) to appoint necessary staff to conduct the Uty. examinations.
- c) to have control and supervision over the wardens and the working of the different hostels and lodgings of the college.
- d) to check the general and class libraries and laboratories at any time.
- e) to keep the contingency expenses any amount not exceeding Rs.200/-

Doubts and Disputes:-

17. The decision of the patron shall be final in all doubts and disputes regarding the Managements of the Colleges, except in matters to be referred to the University.

18. Change of Rules.

The constitution of the Managing Board and the rules of administration can be changed only by the patron. Such changes are to be notified to the Uty. for ratification.





NIRMALA COLLEGE MUVATTUPUZHA

Muvattupuzha P. O., Ernakulam Dist., Kerala - 686 661
Telephones: 0485 2832361, 2836300
e-mail: nirmalacollege@gmail.com, Website: www.nirmalacollege.ac.in

FOURTH CYCLE NAAC ACCREDITATION 2019

CRITERION 6

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Minutes of the Managing Board

Submitted to



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

Minutes of the meeting of the Managing Board of Colleges, Diocese of Kothamangalam held at Nirmala College on 13/8/2013.

The annual meeting of the Managing Board of Colleges, Diocese of Kothamangalam was held at 2-30 P.M. at Nirmala College, Muvattupuzha. The meeting started with prayer led by Rev. Fr. Jose Maladiath, Administrator, Nirmala College of Pharmacy, Muvattupuzha. Rev. Msgr. Francis Alappatt, Manager, cordially welcomed H.E. Rt. Rev. George Madathikandath, Rev. Msgr. George Chappuvam, Very Rev. Fathers Sisters and other dignitaries.

Rev. Fr. Kuriakose Kodakkalil, Secretary, Corporate Educational Agency, presented the minutes of the last general body meeting held on 13th March 2012.

Rev. Fr. Vincent Nedungattu, Principal, Nirmala College, Muvattupuzha, presented the report of the activities of Nirmala College for the academic year 2012-2013. In the report, he highlighted - the starting of five additional self financing programmes, the blessing of the new Block of Women's Hostels, the NAAC, Peer learn visit, publications and presentations of the faculty, the feedback mechanism effectively implemented and the retirement of 12 faculty members and 6 non teaching staff members during the academic year. He also mentioned the North Regional meet of the Xavier Board of India, other endowment lectures and various seminars, medical camps, intra and inter Collegiate competitions organized by the College. Reference was

value addition programmes and value education classes conducted in the College.

Dr. J. M. Joseph, Principal Newman College, Thodupuzha presented the report of the activities of Newman College for the academic year 2012-2013. Organising n.c.sponsored and other National Seminars, State level principal conference, orientation programmes for young college teachers in the State, Intercollegiate competitions and the Newman Monthly Lectures Series. He cited the construction of the new Conference hall, the multipurpose play ground and the introduction of the Electronic Workshop. He also put forth future plans for the golden Jubilee celebrations commencing from November 2013.

Rev. Fr. Jose Pullappillil, Administrator, MCA presented the report of the activities of the department of Computer Application for the academic year 2012-2013. He highlighted the 100% result in the V & VI Semesters of the 2009-2012 batch. Solar power generator was installed in the MCA Campus which ensures 24x7 power supply. The department organized various Seminars and personality enrichment programmes. The department bagged first prize for Floral Carpet and Orappattu competitions conducted by the College.

Prof. John Joseph, Principal, Nirmala College, of Pharmacy, presented the report of the College for the academic year 2012-2013. The principal proudly informed the Body that the Students of B.E.D

College secured top ranks in the M.G. university examinations. He was pleased that the Pharmacy Council of India has extended their affiliation for the B.Pharm Course till 2016. The KUHAB Zonal Basket Ball Tournament was held under the auspices of Nirmala College of Pharmacy.

Sr. Dr. Christina Augustine S.H, Principal, St. Thomas College of Teacher Education, Nalacombu presented the annual report for the academic year 2012-2013. The principal highlighted the cent percent union election was conducted as per the rules and regulations of M.G. university. The College conducted Fr. Joseph Puthenkulam Memorial Elocution Competition and organized Women Empowerment programmes. Nalacombu received National award for innovative practices in Teacher Education from NCERT, New-Delhi. The College celebrated World Environment Day, Talents Day, Xmas and New Year.

During the interactive session, Rev. Fr. George Kurian suggested that the governing body members who are absent themselves consecutively for two governing body meetings may be removed from the governing body and fresh nominations may be made to those vacancies.

Rev. Fr. Kuriakose Kodakallil exhorted the members that representatives from colleges may take initiative to attend the meetings organized by the university.

21/10
31/10

PROGRAMME

1. Prayer

2. Welcome Speech

3. Report -

- Rev. Fr. Sebastian Namattathil
- Rev. Msgr. Francis Alappatt,
Manager of Colleges

1. V. Rev. Fr. Kuriakose Kodakallil
Secretary, Corp. Ednl. Agency.

2. Dr. Fr. Vincent Nedumgatt, Principal, Nirmala College, M'puzha

3. Dr. T.M. Joseph, Principal, Newman, T'puzha

4. Rev. Fr. Jose Pulloppillil, Admstr. NMCA, M'puzha

5. Dr. Perumal, Principal, NCP., M'puzha.

6. Rev. Sr. Christy Arackathottam, Principal, STCTE, Mylacom.

7. Dr. Vincent Aerath, Principal, St. George College, Vazhakulam.

4. Felicitation

5. Presidential Address

6. Concluding prayer

Kothamangalam,

11-10-2014.

- Rev. Msgr. George Oliappuram

- His Ex. Rt. Rev. Dr. George Madathikandathil

College secured top ranks in the M.G. university examinations. He was pleased that the Pharmacy Council of India has extended their affiliation for the B.Pharm Course till 2016. The KUHA Zonal Basket Ball Tournament was held under the auspices of Nirmala College of Pharmacy.

Sr. Dr. Christina Augustine S.H, Principal, St. Thomas College of Teacher Education, Nairacombu presented the annual report for the academic year 2012-2013. The principal highlighted the cent percent result of B.Ed & M.Ed Courses. The College union election was conducted as per the rules and regulations of M.G. university. The College conducted Fr. Joseph Puthenkulam Memorial Eloquution Competition and organized women empowerment programmes. St. Thomas College of Teacher Education Nairacombu received National award for innovative practices in Teacher Education from NCERT, New-Delhi. The College celebrated World Environment Day, Teachers' Day, Talents Day, Xmas and New Year.

During the inductive session, Rev. Fr. George Kurumukottu suggested that the governing body members who absent themselves consecutively for two governing body meetings may be removed from the body and fresh nominations may be made to those vacancies.

Rev. Fr. Kuriakose Kodakalil exhorted the members that representatives of all colleges may take initiative to the meetings organized by the

Corporate Educational Agency, Diocese of Kothamangalam

Fr. Kuriakose Kodakalil
SECRETARY
Bishop's House, Kothamangalam
Kerala - 686 691



Phone : (0485) 2861625
Fax : (0485) 2861625
e-mail : kothamangalamcorporate@gmail.com

25-9-2014

Dear V. Rev. Father/Sister/Sir/Madam,

The Meeting of the Managing Board of Colleges under the Diocese of Kothamangalam is arranged to be held at 2.30 pm on Saturday 11th October 2014 at Bishop's House, Kothamangalam. His Excellency Mar George Madathikandathil, Bishop of Kothamangalam and the Patron of the Colleges will preside over the meeting.

I request to attend the meeting without fail.

Sincerely,

Fr. Kuriakose Kodakalil
Secretary

Handwritten notes on the right margin of the paper:
map
Dar
angdu
llil
(Edn.)
the
am.
dun

Handwritten notes at the bottom of the page:
Francis Alappath
P...

College secured top ranks in the M.G. university examinations. He was pleased that the Pharmacy Council of India has extended their affiliation for the B. Pharm Course till 2016. The KUHAS Zonal Basket Ball Tournament was held under the auspices of Naimala College of Pharmacy.

Sr. Dr. Christina Augustine S.H, Principal, St. Thomas College of Teacher Education, Mailalomen presented the annual report for the academic year 2012-2013. The principal highlighted the cent percent union election was conducted as per the rules and regulations of M.G. university. The college conducted Fr. Joseph Puthenkulam Memorial Elocution Competition and organized Women Empowerment programmes. Mailalomen received National award for innovative practices in Teacher Education from NCERT, New-Delhi. The college celebrated World Environment Day, Teachers' Day, Talents Day, Xmas and New Year.

During the interactive session, Rev. Fr. George Kurranokothu suggested that the governing body members who absent themselves consecutively for two governing body meetings may be removed from the Body and fresh nominations may be made to those vacancies.

Rev. Fr. Kurianose Kodakkal exhorted the members that representatives of some colleges may take initiative to attend the meetings organized by the university.

Government or other agencies in the field of higher education.

Rev. Msgr. Dr. George Oliyapparam appreciated the reports presented by the principals of the colleges.

His Excellency Rt. Rev. Dr. George Madathikandathil in his presidential address emphasized the best practices to be followed in the institutions of Kothamangalam Diocese. He highlighted the methods to improve the values in life, need of good training for future generations, mutual help and unity in workplace to improve the excellence in education. He extended his best wishes to the heads of the institutions who presented their institutional reports.

Sri Jose Kurian, Vice-principal Naimala College, Muvattupuzha proposed the vote of thanks to H.E. Rt. Rev. Dr. Mar George Madathikandathil, Bishop of Kothamangalam and all other dignitaries in the governing body meeting.

Fr. Kurian
Fr. Kurianose Kodakkal
Secretary (Edn)

11.08.2014,
Kothamangalam.

Members of the Board who attended the meeting.

Venue: Bishop's House, Kothamangalam.
Date: - 11-10-2014.

- Present:
- 1 Bishop George Madathikandathil
 - 2 Msgr. Francis Alappatt
 - 3 Msgr. George Oliyapparam

Fr. Thomas Malekudy
 Dr. P. PERUMAL
 Fr. Jos Mathai Mailadiath
 Fr. George Kunnamkott
 Fr. Thomas Pothanamuzhi
 Fr. Jose Memipilly
 Fr. John Amikottal
 T. S. Checho
 Fr. George Thianathparambil
 N. Gog Vadakkilare
 Fr. Jose Padparambal
 Jose Karikkumel
 Fr. George Chekkelkara
 T.M. Joseph
 Fr. Francis Karamadus
 K. J. John
 Sr. Little Flower SH
 Sr. Christy Anackathottam S.H. (S. Christina Augustina)
 Vincent V. J Nirmala College
 K. P. THOMAS
 P. A. Zethup
 Dr. Vincent Aeralin
 Fr. Sebastian Namattathil
 Fr. Johnson Oroplacal
 Fr. Sotted Periozgerappillil
 Fr. Paul Adumpurath
 Fr. Jose Pelloppillil
 Fr. Thomas Periappravae
 Fr. Mathews Nanthalam
 Fr. Mathews Malakal
 Fr. Dr. Vincent Joseph Nedungathu

Fr. Thomas Malekudy
 Dr. P. Perumal
 Fr. Jos Mathai Mailadiath
 Fr. George Kunnamkott
 Fr. Thomas Pothanamuzhi
 Fr. Jose Memipilly
 Fr. John Amikottal
 T. S. Checho
 Fr. George Thianathparambil
 N. Gog Vadakkilare
 Fr. Jose Padparambal
 Jose Karikkumel
 Fr. George Chekkelkara
 T.M. Joseph
 Fr. Francis Karamadus
 K. J. John
 Sr. Little Flower SH
 Sr. Christina Augustina
 Vincent V. J Nirmala College
 K. P. THOMAS
 P. A. Zethup
 Dr. Vincent Aeralin
 Fr. Sebastian Namattathil
 Fr. Johnson Oroplacal
 Fr. Sotted Periozgerappillil
 Fr. Paul Adumpurath
 Fr. Jose Pelloppillil
 Fr. Thomas Periappravae
 Fr. Mathews Nanthalam
 Fr. Mathews Malakal
 Fr. Dr. Vincent Joseph Nedungathu

Minutes of the Meeting of the Managing Board of Colleges, Diocese of Kottamangalam held in Bishop's House on 11-10-2014.

The Managing Board met at the Bishop's house with H. E. Mar George Madathikandathil in the chair. Rev. Fr. Seleastian Namattathil began the proceedings with an invocation to God & Rev. Msgr. Francis Alapatt welcomed the guest august gathering and reminded the members that it was an occasion to assess our activities and bring necessary changes in the field of education as education is a leading service sector of the Church.

Rev. Fr. Kuriakose Kodakkalil presented the minutes of the last general body meeting held on 13th September, 2013 at Xavier's College, for approval. V. Rev. Fr. Thomas Malekudy opined that the minutes could contain a note on the attendance of the members. 35 members were present. The suggestion was accepted by the honorable members and the minutes duly approved.

Rev. Fr. Kuriakose Kodakkalil, invited the principals to present their reports and Rev. Dr. Vincent Joseph, Principal, Nirmala College, Muvattupuzha, began the session.

He apprised the honorable members about the academic performance, and the extra-curricular activities of the various departments. He announced that one more p.g. programme M. A. English, was added to the list of p.g. programmes. He highlighted that the newly started aided programme M. A. English

~~Blessing of the foundation stone for the new academic block.~~ He shared his satisfaction that all the departments were doing well. The academic results were good. The Sports department bagged the 2nd place in the All Kerala Football Tournament. Likewise the Career guidance cell, placement cell, N.C.C. S.M. etc were all doing well. He concluded the report thanking the former Principal Sri N. Joy, His Excellency Mr. George Madathikandath and all the other members of the Board.

The second report was that of Newman College and presented by Dr. F. M. Joseph, Principal. He recollected that it was the golden jubilee year and reported that the Jubilee Celebrations were in full swing. He informed the board about the various innovative steps taken in Newman College, diploma courses on the anvil were Community College, diploma courses in Rubber Technology and Dairy Science and centre for Gandhian Studies. He announced that the first Newman youth Excellence Award for the best u.g. student in Kerala has been given. He was happy with the performance of the various departments and cells.

He shared his future plans for a Golden Jubilee Memorial Block, innovation, Council for the college to moot innovative ideas, a press on the campus and one u.g. e. sponsored Indoor Stadium. He requested the support of the management for the completion of the academic block and concluded the report thanking the honorable members of the Board for their patient hearing.

The third report was that of Rev. Fr. Jose Pulloppillil, Dept. of Computer Science. He reported the performance of the department and thanked the members of the Board for their support.

Next it was the turn of Nirmala College of pharmacy and Rev. Fr. Kurialose Kodakkalil invited the newly appointed principal Dr. P. Perumal for his report. He informed the board that N.C.C. has been secured to begin a new course, Pharm.D, in the year 2014-2015. He made a report of the results in the exams and begin a new course concluded thanking the Board for their support.

Dr. Dr. Christina Augustine, Principal, St. Thomas College of Teacher Education was invited for her report and she informed that she was quite satisfied with the performance of the institution and thanked the members of the Board for their support.

Finally Rev. Fr. Kurialose Kodakkalil invited Dr. Vincent Avarathu, principal of the newly started St. George College, Varkala to apprise the Honourable Board about the present status of the college. He informed the board that there were two B.Com. batches running with 34 students in each batch. He also concluded thanking the board and Rev. Fr. Paul Nedumpuram, Manager, for his support and guidance.

The reports having ended, V. Rev. ~~Fr.~~ Mgr. George Chapparam, in his

felicitation, congratulated the principals for the wonderful reports. He was proud of the growth of the educational sector under the management. He reminded that we have to be innovative and keep growing.

His Excellency, the patron, before concluding the board meeting, reminded that this was the most important body of the Diocese and that it was not enough to listen to the report rather we have to think how we can contribute to society and he asked for suggestions.

Rev. Dr. Thomas Puniapuram highlighted the need to give special coaching to students to secure jobs in the government sector.

Dr. T.M. Joseph informed the board that the Civil Service Training Institute at Pala has agreed to open a Centre at Newman College.

His Excellency wanted to know if the outgoing students were happy with their colleges. Rev. Fr. George Kunnankott, Rev. Fr. Paul Nedumparath, Rev. Dr. Vincent Joseph and Sri. P.A. Athup opined that though while in college, the students like their institutions for granted, once out of college, they hold their Alma Mater in great esteem.

Rev. Fr. George Kunnankott opined that the intake of the Arts and Science colleges is often poor quality and influenced by political intervention. His Excellency assured the board that political intervention shall be minimized in future.

Sri Vincent V.S noted that the non-teaching staff of the colleges do not get adequate chance to grow and contribute their share as they are not given due motivation. Rev. Dr. Thomas Pothanampathi also shared the view with Sri. V.S. Vincent. Rev. Fr. Paul Nedumparath took the cue and said that even among teachers there are people who do not contribute and hold a false sense of security thanks to good salary and safe service conditions. Prof. T.S. Phacks also shared the same views and stressed the need to have a sense of belonging among the staff.

His Excellency highlighted the need to strengthen the staff and keep them united. Before concluding his comments he suggested that the reports of the institutions could be ~~shorter~~ shorter and limited to 10 or 15 minutes. He bestowed jubilee greetings on Newman College and expressed satisfaction at the progress of the constructions at Nirmala College. He congratulated Dr. P. Perumal on his appointment as the new principal of the College of Pharmacy. He felicitated the new St. George College, Varkala, its manager, Rev. Fr. Paul Nedumparath and the principal Dr. Vincent Perathu.

Finally, he exhorted the members of the Board to be free and open during board meetings in order to improve its function because the prestige of the diocese grows through its educational institutions. (While proposing a vote of thanks

Rev. Fr. Kuriakose Kodakkalil, reminded the Board that they are the Limbs of the managers & Having thanked His Excellency Mar George Madathikandathil, and all the other esteemed members of the Board, he concluded his words.

The Board meeting ended at 5-15 P.M. with a prayer.

Fr. Stanislaus Kunnel
06-10-15
Secretary, C Edn.

Members of the Board who attended the meeting

Venue: — Nirmala College, Muvattupuzha.
Date: — 6-10-2015

Present:

Bishop George Madathikandathil - *George Madathikandathil*
Mgr. George Oliapuram - *George Oliapuram*
Mgr. George Kariamadam - *George Kariamadam*

Fr. Stanislaus Kunnel
Joseph Varghesean M.A.
Fr. George Thomassinparambil
K. Francis George

Fr. Mathew Chandrankunnel
Fr. John Mundachal
Fr. George Thekketara
Fr. Paul Nedumpurath
Fr. Joseph Ezhumayil

Fr. Stanislaus Kunnel
John Mundachal
George Kariamadam
John Mundachal
John Mundachal
John Mundachal

NO ENCLOSURES ALLOWED

PROGRAMME

- er
come Speech
orts: -
- Rev.Fr. Joseph Ezhumayil
 - Rev.Mgr. George Oliapuram, Manager of Colleges.
 - 1. Rev.Dr. Stanislaus Kunnel
Secretary, Corp.Ednl.Agency.
 - 2. Rev.Dr. Vincent Nedumgatt, Principal, Nirmala College, M'puzha
 - 3. Dr.T.M. Joseph, Principal, Newman College, T'puzha.
 - 4. Rev.Fr. Mathew Chandrankunnel, Admstr. NMCA, M'puzha
 - 5. Dr. Perumal, Principal, NCP., M'puzha.
 - 6. Rev. Sr. Christy Arackathottam, Principal, STCTE, Mylacomp.
 - 7. Dr. Vincent Aerath, Principal, St. George College, Vazhakulam.
 - Rev. Mgr. George Kariamadam.
 - Mar George Madathikandathil Bishop of Kothamangalam.

licitation
scussion
esidential Address
ncluding prayer

amangalam,
1-2015.

Rev. Fr. Kuriakose Kodakkalil, reminded the Board that they are the bosses of the managers of. Having thanked His Excellency Mar George Madathikandathil, and all the other esteemed members of the Board, he concluded his words.

The Board meeting ended at 5-15 P.M. with a prayer.

Fr. Stanislaus Kunnel
06-10-15
Secretary, C Edn.

Members of the Board who attended the meeting

Venue: - Niimala College, Muvattupuzha.
Date: - 6-10-2015

Present:

1. Bishop George Madathikandathil - *George Madathikandathil*
2. Msgr. George Chiappuram - *George Chiappuram*
3. Msgr. George Karlamadam - *George Karlamadam*
4. Fr. Stanislaus Kunnel
5. Joseph Vaghaekan, MLA
6. Fr. George Thammamparambil
7. K. Francis George
8. Fr. Mathew Chandrankunel
9. Fr. John Mundackal
10. Fr. George Chakkaram
11. Paul Nedumpurath
12. Joseph Ezhumayil

Fr. Stanislaus Kunnel
John Mundackal
John Mundackal
John Mundackal
John Mundackal
John Mundackal

Educational Agency, Diocese of Kothamangalam

Rev. Dr. Stanislaus Kunnel
SECRETARY,
Bishop's House, Kothamangalam
KERALA - 686 691



Phone : (0485) 2861625
Fax : (0485) 2861625
e-mail : Kothamangalamcorporate@gmail.com

23-9-2015

Dear V. Rev. Father/Sister/Sir/Madam,

The Meeting of the Managing Board of Colleges under the Diocese of Kothamangalam is arranged to be held at 5 PM on Tuesday 6th October 2015 at Niimala College, Muvattupuzha. His Excellency Mar George Madathikandathil, Bishop of Kothamangalam and the Patron of the Colleges will preside over the meeting.

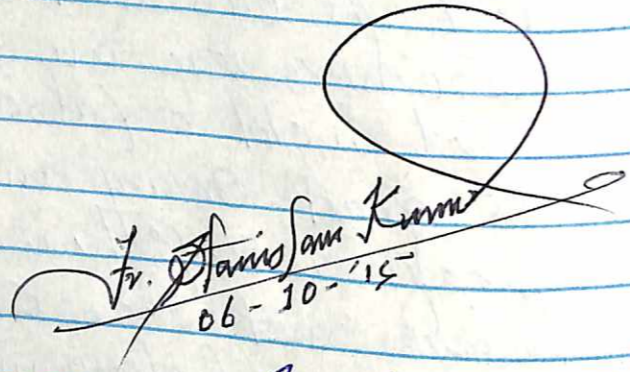
I request to attend the meeting without fail.

Sincerely,

Fr. Stanislaus Kunnel,
Secretary.

Rev. Fr. Kuriakose Kodakkalil, reminded the board that they are the members of the managers of. Having thanked His Excellency Most George Madathikandathil, and all the other esteemed members of the Board, he concluded his words.

The Board meeting ended at 5-15 P.M. with a prayer.


06-10-15

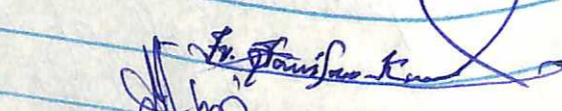
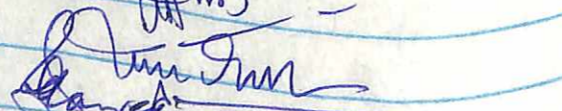
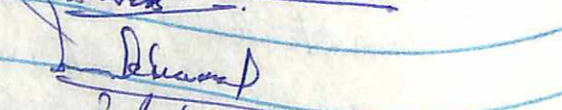



Secretary, C Edn.

Members of the Board who attended the meeting

Venue: — Nirmala College, Nuvattupuzha.
Date: — 6-10-2015.

Present.

1. Bishop George Madathikandathil - Madathikandam
2. Msgr. George Ohiapuzha
3. Msgr. George Karamadass - Gen. Sec.
- Fr. Stanislaus Kunn
- Joseph Vachackal MLA
- Fr. George Thomalimparambil
- K. Praveen George
- Fr. Mathias Chandrakunnel
- Fr. John Mundayal
- Fr. George Thekkarakk
- Fr. Paul Nedumpuzha
- Fr. Joseph Kuzhuvayil

13. Fr. Johnson Oxoplaelal Self
14. Fr. Francis Kannadan Kannadan
15. Fr. Jos Mathai Mailadiath Self
16. Dr. P. PERUMAL Self
17. Dr. K. J. John Self
18. T.M. Joseph Self
19. Dr. Vincent Feriali Self
20. Jose Karikunnel Self
21. Sr. Little Flower Self
22. Vincent V J Self

Minutes of the Meeting of the Managing Board of Colleges, Corporate Educational Agency, Diocese of Kottamangalam held in Nirmala College, Nduvattupuzha on October 06, 2015.

The annual meeting of the Managing Board of Colleges, Diocese of Kottamangalam, was held at 5.00 P.M. on October 06, 2015 in Nirmala College, Nduvattupuzha. The meeting was presided over by Mar George Madathikandathil. The meeting started with the prayer led by Rev. Dr. Joseph E. Humayil, Director, Catechetical and Liturgical Centre, Kottamangalam. Msgr. Dr. George Othaparam, Manager welcomed H.E. Rt. Rev. George Madathikandathil, Sri. Joseph Varghese M.L.A., Sri. Francis George, Ex. M.P., Rev. Fathers, Rev. Sisters and other dignitaries.

Rev. Dr. Stanislaus Kunnel, Secretary Corporate Educational Agency, presented the minutes of the last general body meeting held on October 11, 2014.

Rev. Fr. Vincent Joseph, Principal, Nirmala College, Nduvattupuzha, presented the report of the activities of Nirmala College for the academic year 2014-2015. In the report, he highlighted the testimonial of appreciation conferred on Nirmala College by the Director of Collegiate Education on February 12, 2015 in recognition of the timely implementation of the online GAINPF. It was a commendable achievement for the College that twenty two students were awarded prizes in the Mahatma Gandhi University youth Festival 2015. All the Curricular and Co-Curricular activities of the College had been carried

out well. Starting of new UGC funded Career oriented programme, organizing and newly implemented minor and major research projects and publications and presentations of the faculty and publication of academic journal deserved appreciation from the members.

Dr. J. M. Joseph, principal, Newman College, Thodupuzha, presented the report of the activities of Newman College for the academic year 2014-2015. He highlighted Golden Jubilee Celebrations, Distribution of Newman College Golden Jubilee Merit awards, Commencement of the UGC sponsored Community College, Other Curricular and Co-Curricular activities were disposed of to the best appreciation of all members. He also put forward the construction of Golden Jubilee block, Indoor Stadium and a college press as the future plan of the College.

Dr. P. Perumal, principal, Nirmala College of Pharmacy, presented the report of the college for the academic year 2014-15. The Commencement of the Pharm D course was the major event in the college. He also stated that the college received NOC from Govt. of Kerala to start additional M. Pharm course in Pharmacy practice and Pharmaceutical Analysis. A new building with a plinth area of 40000 sq. ft. was completed for additional space. M. Pharm students of the college secured top ranks in the KUPS examinations. The College signed an MOU

with Nirmala Medical Centre, Muvattupuzha for the training of Pharm D Students. Campus interview and recruitment were conducted in the college by various agencies.

Rev. Fr. Johnson Orattackal, Vice-Principal, St. Thomas College of Teacher Education, Mylacompu, presented the annual report for the academic year 2014-15. The highlights were the 100% result for both B.Ed and M.Ed Degree Courses. He informed the members that the principal Rev. Fr. Christeena Augustine S.H. Bharat Ganyav Award on June 1, 2015 by International Friendship Society for her valuable service in the field of Education.

Dr. Vincent Arattu, Principal, St. George College, Vazhakkulam presented the report of the college. The college is running two academic programmes, namely B. Com. Computer Application and B. Com. Finance and Taxation. Students with ninety percent marks in their qualifying examination are given fifty percent of the tuition fee as Scholarship.

The presentation of the reports was followed by discussion and valuable suggestions. On behalf of the management Rev. Fr. George Shanathuparambil congratulated Dr. J. M. Joseph on being selected as the Secretary of Principals Council of Kerala and Rev. Dr. Vincent Joseph on being elected as the Secretary of the Management Association of Kerala. He also congratulated Rev. Dr. Vincent Joseph for his initiative

for the Jawahar Lal Nehru National Science Mathematical and Environment Exhibition to be conducted in Nirmala College Muvattupuzha during the second week of December 2015.

During the interactive session, the members discussed in detail the agenda already given to the members. The following decisions were evolved in the meeting.

- 1) The concern over the poor result in certain departments especially of the P.G Courses was shared by the members. As a measure to improve the results it was proposed to take a feedback from the teachers and students. In the light of the feedback the measures taken to improve the results will be intimated to the Manager. Members also suggested personal attention to students through mentoring and remedial coaching classes for failed and poor students.
- 2) Accreditation of the colleges need to be a continuous process and the annual Quality Assessment Report be submitted timely. Hence the documentation of all Curricular and Co-Curricular activities should become a culture of the colleges. To ensure the quinquennial accreditation it was resolved that the colleges should submit to the Managing Board Board in its annual meeting a copy of the Annual report submitted to the NAAC. The report also contain steps on the suggestions of the previous visit of the NAAC peer team.

3 International Quality Assessment Cell (IQAC) should meet every fortnight in the presence of principal, Vice Principal and Busbar and quality improvement measures should be assessed.

4 Teacher appraisal Form duly filled up should be submitted to the Manager so as to enable the Management team to visit the departments. The team will assess the documentation, specific duties assigned to the teachers and submit a report to the principal and HODs.

5 Each department and the colleges should prepare a News letter annually for the documentation of the academic activities of the department. It would be advisable to follow the criteria given by the NAAC. This would facilitate the preparation of the College News letter, College Magazine and the Self-Assessment Report for the quinquennial NAAC peer team visit.

It would be advisable if the College Magazine is published by the end of March. It would be appreciated if a copy of it is made available to the members of the Managing Board during the annual meeting.

It is a good practice to present meeting a plan for the upcoming academic year of the departments, college infrastructural developments and quality improvement programmes by the IQAC.

His Excellency, Rt. Rev. Dr. George Madathikandathil, in his presidential

address appreciated the reports presented by the principals of each institutions. He highlighted the resolutions taken in the meeting relating to the result analysis by strengthening ~~ment~~ mentoring and remedial coaching. He insisted on mandatory accreditation by NAAC, timely submission of A&AR, fortnightly IQAC meetings, Teacher Evaluation based on the self-appraisal professors of the UGC and department visits by the management team. The need for the maximum physical presence of the faculty in the campus was emphasized. He said the timely publication of the department news letter, College news letter, magazine and College hand book and calendar need to become the culture of each institution. The quality and proper co-ordination among staff members and maintaining academic excellence is the need of the time. He requested the co-operation from all the governing body members for the proper management of all our institutions of Higher Education.

Rev. Dr. Stanislaus Kunnel, Education Secretary proposed the vote of thanks to H. E. Rt. Rev. Dr. Mar George Madathikandathil, Bishop of Kothamangalam & Rev. Msgr. George Chapparam, protopresbyter and Manager, Rev. Dr. George Thana Thupara Secretary, Higher Edn; Rev. Fathers, principals, and all other dignitaries in the governing body meeting. The meeting came to an end at 8.00 PM.

Thy. Rev.
Fr. George Thana Thupara

house
galam - 686 691



Phone : (0485) 2861625, 286223
Fax : (0485) 2861625
E-Mail : kothamangalamcorporate@ga

Corporate Educational Agency, Diocese of Kothamangalam
(Nirmala College, Muvattupuzha; Newman College, Thodupuzha)

04-2016

18-04-2016

V. Rev. Father/Sister/Sir/Madam,

The meeting of the Managing Board Of Colleges under the Diocese of Kothamangalam is arranged to be held at 3pm on Friday 29th April 2016 at Newman College, Thodupuzha. His Excellency Mar George Madathikandathil, Bishop of Kothamangalam and the Patron of the Colleges will preside over the meeting.

I request you to attend the meeting without fail,

Sincerely,

Rev. Fr. George Thanathuparambil
Higher Education Secretary

T.M. Joseph

Fr. Dr. Vincent Joseph Nedungatt

Minutes of the meeting of the Managing Board of Colleges, Corporate Educational Agency, Diocese of Kothamangalam. Held in Newman College, Thodupuzha on April 29, 2016.

The annual meeting of the Managing Board of Colleges, Diocese of Kothamangalam was held at Newman College, Thodupuzha on 29th April 2016, at 15:00 hrs. The meeting was presided over by Mar George Madathikandathil, Bishop of Kothamangalam. The meeting began with a prayer led by Rev. Dr. Raju Jacob, Vice Principal, Newman College, Thodupuzha. Rev. Msgr. George Chirappam welcomed the gathering. Rev. Dr. George Thana Thuparambil, Secretary, Higher Education presided over the meeting which was held on October 6, 2015.

Rev. Fr. Vincent Joseph, Principal of the Nirmala College Muvattupuzha presented report of the activities for the academic year 2015-2016. In the report he highlighted the curricular and co-curricular activities conducted and other achievements of the college. Six students from the college cleared the UGC National Eligibility Test including the one who got qualified for JRF. The college won the 1st position in the Foster College Football tournament. In research activities, the college had 8 minor projects sanctioned and 6 ongoing minor projects from the UGC. The college has also taken up an initiative to make its campus eco-friendly.

Agenda for the Managing Board Meeting at Newman College, Thodupuzha on 29-4-2016

04-2016

1. Performance Evaluation (Result, Mentoring, Remedial Coaching etc)
2. Evaluation of the teaching and Non-teaching staff
3. Visit by the Management team and External Audit
4. New vacancies of teaching and non-teaching staff
5. Hostel facilities and Administration of Hostels
6. Plan for the upcoming academic year
7. Any other item permitted by the chair

Minutes of the meeting of the Managing Board of Colleges, Corporate Educational Agency, Diocese of Kothamangalam. Held in Newman College, Thodupuzha on April 29, 2016.

The annual meeting of the Managing Board of Colleges, Diocese of Kothamangalam was held at Newman College, Thodupuzha on 29th April 2016, at 15:00 hrs. The meeting was presided over by Mar. George Madathil and Mathil, Bishop of Kothamangalam. The meeting began with a prayer led by Rev. Dr. Raju Jacob, Vice Principal, Newman College, Thodupuzha. Rev. Major George Chapparam welcomed the gathering. Rev. Dr. George Thawa Thupavambil, Secretary, Higher Education presided the minutes of the last general body meeting which was held on October 6, 2015.

Rev. Fr. Vincent Joseph, Principal of the Nirmala College Muvattupuzha presented report of the activities for the academic year 2015-2016. In the report he highlighted the curricular and co-curricular activities conducted and other achievements of the college. Six students from the college cleared the UGC National Eligibility Test including the one who got qualified for JRF. The college won the 1st position in the Foster - College Football tournament. In research activities the college had 8 minor projects sanctioned and 6 ongoing minor projects from the UGC. The college has also taken up an initiative to make its campus eco-friendly.

T.M. Joseph
Fr. Dr. Vincent Joseph Muthungatt
T.M. Joseph
Secret

Programme

29-04-2016

- Prayer : Rev. Dr. Fr. Raju Jacob
(Vice Principal N.C.T)
- Welcome speech : Rev. Msgr. George Oliapuram
(Manager of colleges)
- Reports :
- ❖ Rev. Dr. George Thanathuparambil
(Higher Education Secretary)
 - ❖ Rev. Dr. Vincent Joseph
(Principal N.C.M)
 - ❖ Dr. T. M Joseph
(Principal N.C.T)
 - ❖ Rev. Fr. Mathew Chandrankunnel
(Administrator MCA Nirmala College)
 - ❖ Dr. P. Perumal
(Principal N.C.P)
 - ❖ Rev. Sr. Dr. Christina Augustine S.H
(Principal STCTE Mylacompu)
 - ❖ DR. Vincent Aerathu
(Principal St. George College Vazhakulam)
- Felicitation : Rev. Msgr. George Kariamadam
- Discussion :
- Presidential Address : Mar George Madathilkandathil
(Bishop of Kothamangalam)
- Vote of Thanks : Rev. Dr. Stanislaus Kunnel
(Education Secretary)

Minutes of the meeting of the Managing Board of Colleges, Corporate Educational Agency, Diocese of Kothamangalam. Held in Newman College, Thodupuzha on April 29, 2016.

The annual meeting of the Managing Board of Colleges, Diocese of Kothamangalam was held at Newman College, Thodupuzha on 29th April 2016, at 15:00 hrs. The meeting was presided over by Mar George Madathilkandathil, Bishop of Kothamangalam. The meeting began with a prayer led by Rev. Dr. Raju Jacob, Vice Principal, Newman College, Thodupuzha. Rev. Msgr. George Oliapuram welcomed the gathering. Rev. Dr. George Thanathuparambil, Secretary, Higher Education presented the minutes of the last general body meeting which was held on October 6, 2015.

Rev. Fr. Vincent Joseph, Principal of the Nirmala College Mylacompu presented report of the activities for the academic year 2015-2016. In the report, he highlighted the curricular and co-curricular activities conducted and other achievements of the college. Six students from the college cleared the UGC National Eligibility Test including the one who got qualified for JRF. The college won the 1st position in the Inter-College Football tournament. In research activities, the college had 8 minor projects sanctioned and 6 ongoing minor projects from the UGC. The college has also taken up an initiative to make its campus eco-friendly.

T.M. Joseph
Fr. Dr. Vincent Joseph Nedungatt
TMJ
secret

Members of the 'Board' who attended the meeting.

Issue: - Niimale College, Muvattupuzha.
 Date: - 29-4-2016.

- Present
- Bishop George Madathikandathil + Almedathiladam
 - Fr. George Chiappavaram. Spe. Secy
 - Fr. George Kariamadam.
 - Fr. George Thama Stuparambil
 - Fr. Stanislaus Kunnel
 - Fr. James Kappadav
 - Fr. Laju Jacob
 - Fr. Mathias Chandrabhanan
 - Dr. P. PERUMAL
 - Fr. Jos Mathai Malleshiath
 - Dr. K.J. John
 - Fr. Johnson Oraplaelal
 - Fr. Jose Pulperambal
 - Jose Ravipunnal
 - Sherin Mathew clg.
 - Dr. Vincent Aeralin
 - Vincent VJ
 - Al Joy.
 - Ani Joseph
 - Sr. Dr. Christina Augustina
 - Fr. John Munechellal
 - Fr. Sotter Peringappillil
 - Rev. Dr. Thomas Perappuram
 - Fr. Dr. Francis Blappatt
 - Fr. Paul Nedumpurath
 - Fr. Thomas Mallesudy.
 - Fr. Little Flower S.H.
 - T.M. Joseph
 - Dr. Vincent Joseph Nedungatt

Almedathiladam
Spe. Secy
Stanislaus Kunnel
James Kappadav
Laju Jacob
Mathias Chandrabhanan
P. PERUMAL
Jos Mathai Malleshiath
K.J. John
Johnson Oraplaelal
Jose Pulperambal
Jose Ravipunnal
Sherin Mathew clg.
Vincent Aeralin
Vincent VJ
Al Joy.
Ani Joseph
Sr. Dr. Christina Augustina
John Munechellal
Sotter Peringappillil
Thomas Perappuram
Francis Blappatt
Paul Nedumpurath
Thomas Mallesudy.
Little Flower S.H.
T.M. Joseph
Vincent Joseph Nedungatt

Minutes of the meeting of the Management Board of Colleges, Corporate Educational Agency, Diocese of Kothamangalam. Held in Newman College, Thodupuzha on April 29, 2016.

The annual meeting of the Management Board of Colleges, Diocese of Kothamangalam was held at Newman College, Thodupuzha on 29th April 2016, at 15:00 hrs. The meeting was presided over by Mar. George Madathikandathil, Bishop of Kothamangalam. The meeting began with a prayer led by Rev. Dr. Laju Jacob, Vice Principal, Newman College, Thodupuzha. Rev. Major George Chiappavaram welcomed the gathering. Rev. Dr. George Thama Stuparambil, Secretary, Higher Education presented the minutes of the last general body meeting which was held on October 6, 2015.

Rev. Fr. Vincent Joseph, Principal of the Niimale College Muvattupuzha presented report of the activities for the academic year 2015-2016. In the report, he highlighted the curricular and co-curricular activities conducted and other achievements of the college. Six students from the college cleared the UGC National Eligibility Test including the one who got qualified for JRF. The college won the 1st position in the Foster - College Football tournament. In research activities, the college had 8 minor projects sanctioned and 6 ongoing minor projects from the UGC. The college has also taken up an initiative...

Dr. J. M. Joseph, Principal of the Newman College, Thodupuzha, briefed the NAAC team visit and re-accreditation of the college with "A" grade scoring 3.32 out of 4. The college started three new academic programs during the year under the self-financing stream. Three academic journals are being published by the college. By way of infrastructural development a digital library, a new entrance gate and a digital theatre were commissioned.

Rev. Fr. Mathew Phandankunnel in his report apprised the results of the MCA batch of which 18 students scored distinction. The college conducted the leachfest, teacher's day, seminars and personality enrichment programs as usual.

Dr. P. Perumal, Principal of the Nirmala College of Pharmacy, presented the report of the pharmacy college for the academic year of 2015-2016. The college signed an MOU with Nirmala Medical Centre, Muvattupuzha for the training of P. Haron D students. He also mentioned about the quality improvement program for the pharmacy students. A new hostel for the college secured top ranks in the UHS examinations. Campus interviews and recruitments were also arranged in the college.

Rev. Sr. Dr. Christina Augustine S.A. Principal of the St. Thomas College of Teacher Education, Nylacompu, presented

the annual report of the college for the academic year. The important highlights were the 100% result of both the B. Ed and M. Ed degree students with twenty five 'A+' grade in B. Ed and ten 'A' grade in M. Ed. As usual the college organized many curricular and co-curricular activities during the academic year.

Dr. Vincent Asseth, Principal of St. George College, Vazhakkulam in his report mentioned about the affiliation of the college with two more academic programs, namely B. Com (Co-operation) and B. A English Language and literature. Students with merit percentage marks in their qualifying examination are given fifty percent of the tuition fees as Scholarship.

The presentation of the reports were followed by the discussion on the agenda.

In the analysis of the result members expressed the need of giving personal attention to underperforming students through mentoring. There was a growing concern about the performance of P. G students in their exams. Rev. Fr. Vincent & Joseph said due to the delay in admission and lag in the schedule of university exams we are not able to attract good students.

Secondly, evaluation of teaching & non teaching staff came up for discussion. As it is mandatory,

the process of evaluation and documentation was to be streamlined further. The need for feedback from students was also discussed. Members were of opinion that a strict monitoring in this regard will improve the standards and discipline.

An internal audit by the management team was proposed by the members. Internal and external audits in the institutions are mandatory for accreditation. This would be an incentive for documentation also.

As per the agenda the new vacancies for teaching and non-teaching staff pending approval from the government and the financial burden for the colleges were also discussed.

The need for constructing a hostel by the Pharmacy College was well accepted. The members suggested that the location and plan be prepared at the earliest so as to admit students in the upcoming academic year.

Another area which drew the attention was academic plan and the academic calendar. The college calendar for the upcoming year should be prepared well in advance preferably before June so as to incorporate all the activities scheduled for the year.

The presidential address was given by the Bishop Mar George Madathikandathil, who gave a note

of appreciation to Dr. T. M. Joseph, principal, Newman College, Thodupuzha for his efforts to accredit the college with 'A' grade. He also stressed the importance of performance evaluation of teachers. He appreciated the coordination among the faculty and staff for a successful academic year and thanked the principals and staff. He also insisted on the prior permission from the Bishop's House for all infrastructural developments. Rev. Dr. Stanislaus Kunnel, Educational Secretary proposed the vote of thanks to all the dignitaries in the governing body. The meeting came to an end with the concluding prayer.

Minium
Fr. George Thanaamparan
Secretary, H. Ed.

Members of the Board, who attended the meeting.

- 1 Venue: - Annamala College, Muva Kuppam
- 2 Date: - 13.2.2017
- 3 Present
 - 1 Bishop George Madathikandathil: - Minium
 - 2 Msgr. George Chapparam: - Fr. George
 - 3 Msgr. George Kaniamadam: -
 - 4 Fr. George Thanaamparan: - Minium
 - 5 Fr. Stanislaus Kunnel: - Fr. Stanislaus Kunnel

- 6. Fr. Dr. Vincent Joseph Medungattu *White*
- 7. Fr. Dr. Raju Jacob Perikakkath *n.m.*
- 8. De Byern Thomas *Brook*
- 9. Dr. Vincent Aeralim *Fr. n.*
- 10. Dr. P. PERUMAL *Fr. n.*
- 11. Sr. Dr. Christina Augustina *Fr. n.*
- 12. Vincent V.J *Fr. n.*
- 13. Fr. Francis Kannadan *Fr. n.*
- 14. Fr. Jos Mathai Mailadiath *Fr. n.*
- 15. Fr. Mathias Chandrankunnel *Fr. n.*
- 16. Fr. John Perioorappullil *Fr. n.*
- 17. Fr. Johnson Ooroplaekal *Fr. n.*
- 18. Fr. Thomas Poovalthunkal *Fr. n.*
- 19. Fr. Dr. Thomas Periapparam *Fr. n.*
- 20. Jose Karikkunel *Fr. n.*
- 21. Dr. Suby Baby *Fr. n.*
- 22. Dr. T.M. Joseph *Fr. n.*
- 23. Sr. LiAla Flower *Fr. n.*
- 24. Tijo Thankachen *Fr. n.*

Minutes of the Meeting of the Managing Board of Colleges, Corporate Educational Agency, Diocese of Kollamangalam held at Nirmala College Muvattupuzha on 13 February 2017.

A meeting of the Managing Board of Colleges, Diocese of Kollamangalam was held at Nirmala College Muvattupuzha at 3:00 PM with the intention to lay out an action plan for the upcoming academic year 2017-18. The meeting was presided over by Mar George Madathikandattil, the patron of the colleges. The meeting commenced with the prayer led by Rev. Dr. Raju Jacob, Vice Principal, Newman College, Thodupuzha. Rev. Mgr. George Chieparam, Manager, welcomed the gathering.

Rev. Dr. George Thavathupparambil, Secretary Higher Education presented the minutes of the last general body meeting which was held on April 29, 2016.

The main objective of the meeting was to discuss the action plan presented by the Principals for the upcoming year. Dr. T.M. Joseph, Principal, Nirmala College Muvattupuzha, briefed the action plan of the college for the academic year 2017-18. In respect of the physical infrastructure the need to construct the office complex, renovation of canteen, renovation of sports hostel, renovation of class room and laboratories, redesigning the gates and pathways, and campus beautification were highlighted. Dr. T.M. Joseph also put forward other plans for the college, like tightening security arrangements, new course for management studies, improvement of academic results, Community College, starting yoga centre and promotion of

research culture in view of the impending NAAC accreditation this year.

Rev. Dr. Vincent Joseph, Principal, Newman College, Thodupuzha presented the action plan for the academic year 2017-18. In his plan he pointed out that, since the entrance of the college is shifted to the western side, with a wide opening, it needs to be furnished with a befitting gateway to the campus. Library cum academic block is another project being considered for the next year. The U.G.C. had already sanctioned the construction of an indoor stadium with 70 lakhs rupees. He also mentioned about the plan of the Newman College press, office block extension and toilet facilities for boys and girls. In addition, there is a plan for HRD institute at the college, which gives an orientation and training to the aspirants in civil service and other competitive examinations.

Dr. P. Perumal, Principal, Nirmala College of Pharmacy, presented the plan of action for the academic year 2017-18. The main focus was on the construction of the new hostel for pharmacy. Maintenance of newly constructed auditorium, class room and computer laboratory for the fourth Pharm D students were other concerns. As part of NBA Accreditation, the entire institution requires signboards, posters, digital boards, notice boards for individual departments, cabins etc. Promotion of research from the part of the institution and faculty, submission of research projects, industrial Consultancies are other areas to be planned for the next year. Website renovation was also part of the action plan.

Rev. Fr. Mallan Chandrankunnel, Administrator, M.C.A. appraised the results of the final batch with a first rank in M.G. University. His action plan included a National level Seminar and expert talks to improve the exposure and quality of the students. He also mentioned about decline in the strength of the students and the need to conduct admission campaign.

Rev. Sr. Dr. Christina Augustine SH, Principal St. Thomas College of Teacher Education, Mylambur, presented the action plan for the academic year 2017-18. In addition to the campus modification, she proposed the plan for improving the results and performance evaluation for teachers for the next year. It was also informed that the institution received a funding from NCTE.

Dr. Vincent Akerathu, Principal, St George College, Vazhakkulam, in his report, expressed concern over the affiliation of the college. He proposed the need to construct a building which includes office block, library, class rooms and waiting room. Other plans include special coaching in English and Evaluation of the faculty to improve the performance.

Some of the suggestions put forward by the management board were preparing a department calendar and presentation of the improvement of the action plan by mid-year. All members of the board appreciated the effort taken for making the action plan and approved the action plan in principle. As per the agenda the new vacancies for teaching and non-teaching staff pending concurrence from the government and the financial burden for the colleges were also discussed.

Evaluation of the performance of the teaching and non-teaching staff came up for discussion. As it is mandatory, the process of evaluation and documentation has to be streamlined further. The need for feedback from students were also discussed. Members were of opinion that a strict monitoring in this regard will improve the standards and discipline. A review Committee for the evaluation was also proposed.

In regard to the office management, training for non-teaching staff was proposed by the members. It was proposed that a personal Secretary for principals can expedite matters in the absence of efficient office staff.

In the presidential address Bishop Mar George Madathikandattil reiterated the need for the evaluation of the performance of teachers and student feed back to improve the quality of teaching learning process. He also proposed Peer team evaluation of the departments and the academic budgeting for a better academic year. He appreciated the coordination among the faculty and staff. He also thanked the principals and staff. Finally, he promised all the support from the management for the functioning of the institution.

Rev. Dr. Stanislaus Kunnel, Educational Secretary, proposed the vote of thanks to all the dignitaries in the governing body. The meeting came to an end with the concluding prayer.

Amr
Fr. George Thammathparambil
Secretary Higher Edu.

Members of the Board who attended the meeting

Venue : Newman College Thodupuzha.

Date : 21/06/2017.

Present

- | | |
|-----------------------------------|-----------------------|
| 1. Bishop George Madathikandattil | + P. Madathikandattil |
| 2. Msgr. Cherian Kanjirakompil | W. K. K. K. |
| 3. Msgr. George Oliappuram | See above |
| 4. Fr. George Thammathparambil | Amr |
| 5. Fr. Stanislaus Kunnel | Fr. Stanislaus Kunnel |
| 6. Fr. Thomas Poovalthunkal | Fr. Poovalthunkal |
| 7. D. T. M. Joseph | T. M. J. |
| 8. Fr. Mathus Chandrakunnel | K. K. |
| 9. Fr. Johnson Osoolaekal | Fr. Johnson |
| 10. Fr. Jose Pulloppathil | Fr. Pulloppathil |
| 11. Fr. Jos Mathai Naladiath | Fr. Mathai |
| 12. Deepa Jose | Deepa Jose |
| 13. Louisa Varghese | Louisa |
| 14. Dr. Juby Baby | Dr. Juby |
| 15. V. J. Sebastian | V. J. Sebastian |
| 16. Pr. Byard Thomas | Pr. Byard |
| 17. Fr. Dr. Raju Jacob | Fr. Dr. Raju |
| 18. Fr. Dr. Thomas Perappuram | Fr. Dr. Thomas |
| 19. Jose Karikunnel | Jose Karikunnel |
| 20. Fr. James Kamaday | Fr. James |
| 21. Fr. Abraham Alizavathinal | Fr. Abraham |
| 22. Dr. Vincent Aeralthi | Dr. Vincent |
| 23. Jijo Thankachan | Jijo Thankachan |
| 24. Fr. Vincent Joseph | Fr. Vincent |

Minutes of the Meeting of the Managing Board of College's Corporate Educational Agency, Diocese of Kothamangalam Held in Newman College, Thodupuzha on 21st June 2017

A meeting of the Managing Board of Colleges, Diocese of Kothamangalam was held at Newman College, Thodupuzha, at 2.00 pm on 21st June 2017. The meeting was presided over by Mr George Madathikandath, Bishop of Kothamangalam. The meeting began with a Prayer led by Rev. Dr. Raju Jacob, Vice-principal, Newman College, Thodupuzha. Rev. Dr. Stanislaus Kunnel, Corporate Educational Agency welcomed the gathering. Rev. Dr. George Thantharambil, Secretary, Higher Education presented the minutes of the last general body meeting which was held on 3rd February 2017.

Rev. Dr. Vincent Joseph, Principal of the Newman College, Thodupuzha presented report of the activities for the academic year 2016-17. In the report, he highlighted the Curricular and Co-Curricular activities conducted by the College. Three academic journals are being published by the College. Placement Cell, NSS, CSM etc. have been vibrant during the year contributing towards the Student Community. He also proposed the immediate fulfillment of constructions in the Campus such as a Gateway planned from the Bypass Road, Parking facilities for students, construction of library cum

academic block, Indoor stadium etc. In addition, he proposed a plan for the HRD institute at the College.

Dr. J. M. Joseph, Principal of the Nirmala College, Muvattupuzha, presented the 6th annual report of the College for the academic year 2016-17. The College is ranked one among the 100 best Colleges in the Country by the NIRF in 2017. The College He presented a good number of commendable achievements in sports and games especially in football. The NSS unit was adjudged as the third best unit in MA University. The proposed construction of the new administrative block and the details had been presented.

Rev. Fr. Mathew Chandrenkunnel, Administrator, MCA, appraised the results of the final batch with a first rank in MA University. The MCA department organised Seminars, and personality enrichment Programs as usual. Campus Interviews and Recruitments were also arranged in the MCA department.

Ms. Deepa Jose, Vice-principal, Nirmala College of pharmacy, presented the report of the College for the academic year 2016-17. The preparations for the accreditation by the NBA is proceeding in right earnestness. She also mentioned about the quality improvement program for the faculty and the need for a new hostel for pharmacy students. MPharm students of the College secured 100 percent results in examinations. Campus Interviews and recruitment were also arranged in the College.

1 Rev. Dr. Johnson Oropalackal, Vice-principal of the St. Thomas College of Teachers Education, Mylacompu, presented the annual report of the college for the academic year 2016-17. The important highlights were the outstanding results of both B Ed and MEd courses. As usual the college organised many curricular and co-curricular activities during the academic year.

Dr. Vincent Acriathu, Principal of St. George College, Vashakulam in his report mentioned about the results of the first batch of students. Out of 66 students 33 have passed. Students with ninety percent marks in their qualifying examination are given 2.75% per cent of the tuition fee as Scholarship.

The presentation of the reports was followed by the discussion on the agenda. It was proposed by the Management board that a department calendar should be prepared at the beginning of the academic year for incorporating into the college calendar. Adherence to the academic calendar will be a good practice. As per the agenda the vacancies for teaching and non-teaching staff pending approval from the government colleges were also discussed. However a final decision was not evolved. Another topic for the discussion was the pending issue

relating to the renewal of provisional affiliation of St. George College, Vashakulam was also discussed.

Evaluation of teaching and non-teaching staff came up for discussion. As it is mandatory, the process of evaluation and documentation has to be streamlined further. The feedback from the student and the measures taken on the feedback be intimated to the manager. The constitution of a college level review committee for monitoring the performance was also proposed.

In the keynote address Rev. Msgr. Cherian Kanjirakompil, Manager, Corporate Educational agency emphasized the team spirit and coordination among the faculty. Rev. Msgr. George Oluparam, former manager felicitated on the occasion.

Bishop Mar George Madathikandathil in his presidential address stressed the importance of performance evaluation of teachers and student feedback. He also suggested an annual audit of the activities by a peer team. He also appreciated the contributions of the principals and staff for a successful academic year.

Rev. Dr. Vincent Joseph, Principal Newman College, Thodupuzha proposed the vote of thanks to all the members of the managing board. The meeting came to an end with a prayer at 5.30pm.

Members Present:

1. Bishop Mar George Madathikeralathil *Madathikeralathil*
2. Msgr. Dr. Cherran Kanjirakompsi *Cherran Kanjirakompsi*
3. Rev. Dr. George Tharathuparambil *Tharathuparambil*
4. Msgr. Dr. George Oliaparam *Oliaparam*
5. Rev. Dr. Stanislaus Kunnel *Fr. Stanislaus Kunnel*
6. Fr. Dr. Vincent Joseph Nedungattu *Vincent Joseph Nedungattu*
7. Fr. Kuriatose Kodakallil *Kuriatose Kodakallil*
8. Fr. Jose Kuzhikkanniyil *Jose Kuzhikkanniyil*
9. Fr. Paul Nedumpurathu *Paul Nedumpurathu*
10. Fr. Sr. Raju Jacob *Sr. Raju Jacob*
11. Fr. Jose Pulloppillil *Jose Pulloppillil*
12. Fr. Thomas Poovathunkal *Thomas Poovathunkal*
13. Fr. Abraham Alaravandam *Abraham Alaravandam*
14. Fr. Francis Kannadan *Francis Kannadan*
15. Fr. Jos Mathai Marikadichal *Jos Mathai Marikadichal*
16. Dr. Vincent Aeralthi *Vincent Aeralthi*
17. Dr. Byjorn Thomas *Byjorn Thomas*
18. Deepa Jose *Deepa Jose*
19. Dr. Ruby Baby *Ruby Baby*
20. P. Shija Paul *P. Shija Paul*
21. Sr. Dr. Christina Augustine S.H *Sr. Dr. Christina Augustine S.H*
22. Levels Varghese *Levels Varghese*
23. Fr. Mathew Chandrankunnel *Mathew Chandrankunnel*
24. Dr. James Mathan *James Mathan*
25. Fr. Francis Deppattu *Francis Deppattu*
26. D.J.M Joseph *D.J.M Joseph*
27. Jose Karakunnel *Jose Karakunnel*

Minutes of the Governing Body
Met on 19th February 2018

The statutorily constituted governing body of colleges under the Corporate Educational Agency, Diocese of Kothamangalam, met at 4:00pm on 19 February 2018 under the chairmanship of Rev. Mgr. (Dr) Cherman Kanjirakompal at Nirmala College, Muvattupuzha with the sole agenda of approving the panel to be submitted to the University for two nominees of the vice chancellor and two subject experts representing the MU University in the committee for selecting the Assistant Professors in various subject at both the colleges (Nirmala College, Muvattupuzha and Newman College, Thodupuzha) under its jurisdiction. The governing body discussed the names to be included in the panel and approved the following list for submission to the vice-chancellor.

Panel for Nominees of Vice-chancellor other than that of Subject experts in the order of preference

1. Fr. Dr. George Thanathuparambil, Higher Education Secretary, Corporate Educational Agency and Former Principal, Nirmala College, Muvattupuzha.
2. Fr. Dr. Stanislaus Kunnel, Secretary, Corporate Educational Agency.

3. Fr. Dr. Vincent Joseph, Principal, Newman College, Thodupuzha
4. Fr. Paul Nedumparath, Former Principal, Newman College, Thodupuzha
5. Prof. Jose Karikunnel, Vice-principal, Nirmala College, Muvattupuzha.

Subject Expert - Physics

1. Dr. Lusamma Joseph, Associate Professor, St. Joseph's College, Alappuzha
2. Dr. Faisal Mathew, Associate Professor, Little Flower College, Guruvayoor
3. Prof. Joy P.M., Associate Professor, St. Thomas College, Thrissur
4. Dr. Anto Johny, Associate Professor, St. Thomas College, Thrissur
5. Dr. K.V. Chacko, Associate Professor, St. Joseph's College, Devagiri
6. Dr. Vincent Mathew, Professor, Dept of Physics, Central University of Kerala, Kasargod
7. Dr. Thomas Mathew, Principal, St. Pius X College, Rajapuram, Kasargod
8. Dr. P.A. Subin, Associate Professor, Farook College, Kozhikode
9. Mariamma John, Associate Professor, Mercy College, Palakkad
10. Dr. Lakhmi M., Associate Professor, Mercy College, Palakkad
11. Sr. Jessy Mathew N., Associate Professor, Mercy College, Palakkad

Subject Experts - English

1. Dr. Sandhya P. Pai, Associate Professor
St. Joseph's College, Alappuzha
2. Dr. Theessamma Dominic, Associate Professor
Little Flower College, Guruvayur
3. Dr. Shally Antappan, Associate Professor
St. Joseph's College, Iriyalkuda
4. Dr. Biji C.S., Associate Professor
St. Thomas College, Thrissur
5. Dr. Wilson Rokej, Associate Professor,
Farook College, Kozhikode
6. Dr. C. Ummer, Associate Professor,
St. Joseph's Farook College, Kozhikode
7. Dr. Sheena John, Associate Professor
Mercy College, Palakkad
8. Dr. Trijina Alappatt, Associate Professor
Mercy College, Palakkad

Subject Experts - Zoology

1. Dr. Rose Michael, Associate Professor
St. Joseph's College, Alappuzha
2. Dr. Swapna Johny, Associate Professor
Little Flower College, Guruvayur
3. Dr. Francy L. Kalkasery, Associate Professor
St. Thomas College, Thrissur
4. Dr. Britto Joseph, Associate Professor
St. Thomas College, Thrissur
5. Dr. George Mathew, Associate Professor
St. Joseph's College, Devagiri
6. Dr. S.V. Abdul Hameed, Associate Professor
Farook College, Kozhikode

7. Dr. Jayasree S. Associate Professor
Mercy College, Palakkad
8. Dr. R. Girija, Associate Professor
Mercy College, Palakkad.

Subject Experts - Chemistry

1. Dr. Lally Thomas, Kothoan, Associate Professor
Little Flower College, Guruvayur
2. Dr. Jessy Manuel, Associate Professor
St. Joseph's College, Iriyalkuda
3. Dr. S. Paathapan, Associate Professor
Dept. of Applied Chemistry, CUSAT
4. Dr. M.R. Pathapa Chauda Kurup, Professor
Dept. of Chemistry, Central University of Kerala
5. Dr. Abraham Joseph, Professor
Dept. Chemistry, University of Calicut
6. Dr. Joby Thomas, Associate Professor
St. Thomas College, Trichur
7. Dr. K.L. Jay, Associate Professor
St. Thomas College, Trichur
8. Dr. Jay Joseph, Associate Professor
St. Joseph's College, Devagiri
9. Dr. A.K. Abdul Rahim, Associate Professor
Farook College, Kozhikode.

Members Present:

1. Rev. Mgr. Cherman Kariyalkampil (Chairman)
Kariyalkampil
2. P.K. Hari Kumar, member, M.U. University.

- 3. Fr. Dr. Luján Jacob
- 4. Fr. Jose Pulloppillil
- 5. Fr. Thomas Peralambal
- 6. Fr. Francis Kannadan
- 7. Fr. J.M. Joseph
- 8. Fr. Stanislaus Kunnel
- 9. Fr. George Cheppuram
- 10. Fr. George Thammalparambil
- 11. Fr. Karikunnel

w. 11
 Pulloppillil
 Peralambal
 Kannadan
 Joseph
 Stanislaus Kunnel
 Cheppuram
 Thammalparambil
 Karikunnel

14/5/2018 Minutes of the Governing Body met on 14 May 2018.

The statutorily constituted governing body of colleges under the Corp. Ednl. Agency, Diocese of Kollamangalam, met at 4 pm on 14/5 May 2018 under the chairmanship of Rev. Mgrs (Dr.) Chorian Kanjirakombil at Nirmala College Muvattupuzha with the sole agenda of approving the panel to be submitted to the University for two nominees of the Vice-Chancellor and two subject experts representing the M. G. University in its Committee for selecting an Asst. Professor in Bio-technology at Newman College Thodupuzha under its jurisdiction. The governing body discussed the names to be included in the panel and approved the following list for submission to the Vice-Chancellor.

Panel for Nominees of Vice-Chancellor, other than that of subject experts in the order of preference.

1. Fr. Dr. George Thammalparambil, Higher Ednl. Secretary, Corp. Ednl. Agency and former Principal, Nirmala College, Muvattupuzha.
 2. Fr. Dr. Stanislaus Kunnel, Secretary, Corp. Ednl. Agency.
 3. Fr. Paul Nedumpurath, former Principal, Newman College, Thodupuzha.
 4. Prof. Jose Karikunnel, Vice-Principal, Nirmala College, Muvattupuzha.
 5. Fr. Dr. Manuel Pichalakkatt, Vice-Principal, Newman College, Thodupuzha.
- Subjects Experts, Bio-Technology
1. Dr. A. Jayakumar Nair, Associate Professor, Dept. of Bio-Technology, University of Kerala
 2. Dr. Padma Nambisan, Professor & Head, Dept of Bio-Technology, CUSA, Phn - 9249886987
 3. Dr. Saritha A. Bhat, Professor & Head, Dept of

- Bio-Technology, CUSA, Phno. 9846033486
- A Dr. P. R. Manishkumar, Professor, Dept of Bio-Technology, University of Calicut, Kerala - 9447760771
5. Dr. Elias, K. K. Head Dept. of Bio-Technology, University of Calicut - 9846156890.
6. Dr. - Popinathan P. Associate Professor, Dept. of Bio technology, University of Calicut - 9446252722.
- Members Present:

1. Mgr. Cherian Kanjirakomil. *u anjilakomil*
2. Sri P. K. Hari Kumar, Member of Sydicate, MS. University *u anjilakomil*
3. Fr. Dr. Vincent Joseph *u anjilakomil*
4. Fr. Dr. Raju Jacob *u anjilakomil*
5. Fr. Jose Pulloppillil *u anjilakomil*
6. Fr. Thomas Poovalthooril *u anjilakomil*
7. Fr. Francis Kunnadan *u anjilakomil*
8. D. J. M. Joseph *u anjilakomil*
9. Fr. Stanislaus Kunnel *u anjilakomil*
10. Fr. George Chaperom *u anjilakomil*
11. Fr. George Thranattamparambil *u anjilakomil*
12. Jose Karikkumel *u anjilakomil*

u anjilakomil

u anjilakomil

u anjilakomil

u anjilakomil

u anjilakomil

u anjilakomil

u anjilakomil

u anjilakomil

u anjilakomil

u anjilakomil

u anjilakomil

u anjilakomil

Minutes of the Governing Body Held on 02-08-2018

The governing body of colleges under the Corporate Educational Agency, Diocese of Kothamangalam, began at 3.00pm on 02-08-2018 at Bishop's House Kothamangalam. The meeting was presided over by Mgr. (Dr.) Cherian Kanjirakomil, Manager. The primary agenda of the meeting was availing of a loan from South Indian bank, Thodupuzha town branch for Newman College, Thodupuzha and start a new saving bank account in Newman College, Thodupuzha for the purpose of utilising RUSA fund.

The members discussed the plan of the building to be completed availing the loan. The total estimate and the repayment capacity were discussed. The members unanimously agreed to the repayment capacity feasibility of the loan and viability of the project with the resources available to the college and also discussed about to start a new account for utilising RUSA fund at Newman College, Thodupuzha. Hence the following resolutions were passed.

Item No 1

It is resolved to avail Rs. 190 lacs term loan facility from M/s South Indian Bank, Branch Thodupuzha town, in the name of M/s Newman College, Thodupuzha, for the purpose of construction of college building and

We hereby authorise Fr. Thomas Poovathikal (Bmsar) for executing necessary documents for the same. And we will provide collateral security of EM of property in the name of Manager (Msgr. (Dr.) Cherian Kariyakampil and mortgage, the documents which will be executed by Fr. Thomas Poovathikal.

Item No 2

The governing body of Colleges resolved to authorise Rev. Dr. Vincent Joseph, Principal, Newman College, Thodupuzha to open and manage a saving bank account at South Indian Bank, Thodupuzha for the purpose of utilising RUSA.

Members Present:

1. Msgr. Cherian Kariyakampil
2. Msgr. George Oliaparam
3. Rev. Fr. George Tharathparambil
4. Rev. Fr. Stanislaus Kunnel.
5. Fr. Dr. Vincent Joseph
6. Fr. Jose Kurokanniyil
7. Fr. Dr. Raju Jacob
8. Fr. Jose Pulloppillil.
9. Fr. Thomas Poovathikal
10. Fr. Francis Kannadan
11. Dr. T.M. Joseph
12. Jose Kariyakampil

Minutes of the Meeting of the Managing Board of Colleges, Corporate Educational Agency, Diocese of Kothamangalam held at Nirmala College of Pharmacy, Muvattupuzha on 17th October 2018

A meeting of the Managing Board of Colleges, Diocese of Kothamangalam was held at Nirmala College of Pharmacy, Muvattupuzha at 3.30 pm on 17th October 2018. The Meeting began with a Prayer led by Rev. Dr. Raju Jacob, Vice Principal, Newman College, Thodupuzha. Rev. Fr. Jose Mailadath, Administrator, Nirmala College of Pharmacy, Muvattupuzha welcomed the gathering.

Rev. Dr. George Tharathparambil, Secretary, Higher Education presented the minutes of the last general body meeting which was held on 21st June 2017.

Rev. Dr. Vincent Joseph, Principal, Newman College, Thodupuzha presented the report of the activities for the academic year 2017-18. In the report, he highlighted the Curricular and Co-curricular activities conducted by the College. The excellent results with 20 university ranks received appreciation from all members. Three academic journals are being published by the college. The activities of the Placement Cell, NSS, ISM are commendable. Newman College NCC unit was selected as the best NCC unit in the Kerala-Lakshadweep Directorate. The principal emphasized the vibrant research activities of the College. He also said that the ongoing constructions in the campus such as

Indoor Stadium and New Academic Block are nearing completion

Dr. T.M Joseph, Principal, Nirmala College, Muvattupuzha, presented the 65th annual report of the college for the academic year 2017-18. With the approval of the Research Centre in Zoology the college has now 6 research centers. The principal stated that 31 students secured top 10 positions in MA university results and 68 students got overall A+ Grade. The college has been elevated to DBT star development. He specially mentioned the reported year of infrastructure during the scheme collected 10,000 books for the library. The achievements in sports especially in football are commendable. He reported that the construction of the new administrative block will be blessed before the NAAC visit on 30th October 2018.

Rev. Fr. Mathew Chendrasekhar, administrator, MCA, appraised the results of the MCA. The department conducted the Seminars and personality enrichment programmes as usual. Campus interviews and recruitments were also organised in the department.

Dr. Manju Maria Mathews Principal-in-charge, Nirmala College of pharmacy, presented the report of the pharmacy college for the academic year 2017-18. The B-pharm programme got accredited by NBA for three academic years from

2018-2021. The new hostel for pharmacy students is under construction. The mega intercollegiate arts fest "Pharmolsavam 2018" was conducted in the college. Campus interviews and recruitments were arranged in the college.

Rev. Sr. Dr. Christina Augustine S.H. Principal of the St. Thomas College of Teachers Education, Mylacompu, presented the annual report of the college for the academic year 2017-18. The college organised many Curricular and Co-curricular activities during the academic year. The college has become the first preference for many parents and students owing to the national recognition by NCERT.

Dr. Vincent Aerathu, Principal of St. George College, Vazhakkalam, in his report mentioned about the results of 2015-18 batch of students. The members appreciated the results despite their low profile in the qualifying examination. The new academic block is expected to be completed shortly.

The presentation of the reports were followed by the discussion on the agenda.

Dr. T.M Joseph, Principal, Nirmala College, Muvattupuzha explained the new system of NAAC accreditation and explained the criteria for the accreditation.

Rev. Fr. Francis Kannadan, Bursar, Nirmala College, Muvattupuzha, and Rev. Fr. Thomas Poovathikal, Bursar, Newman College, Thodupuzha briefed the progress of various construction works undertaken in the respective colleges and the future

plans in infrastructural development
 In the keynote address Rev. Msgr.
 Cherran Kariyakampil, Manager, Corporate
 Educational Agency extended appreciation
 for the commendable results of the
 students achieved by the colleges.

The presidential address was
 given by the Bishop Mr. George Maclathikunnel.
 He urged the principals to maintain
 and develop value based education. It is
 the mission of the diocese and the
 responsibility of the managing board.

He held in high esteem the principals
 and staff for a successful academic
 year and thanked them. He also expressed
 his gratitude for the dedicated services
 rendered by Rev. Fr. Mathew Chandrakunnel,
 Administrator, MEA on being relieved of
 pastoral services in Ireland.

Rev. Dr. George Tharathparambil, Secretary
 proposed Vote of thanks to all the
 dignitaries in the governing body. The
 meeting came to an end with a prayer
 at 6.00pm.

[Signature]
 Secretary, Higher Edn

Members Present

1. Msgr. Cherran Kariyakampil
2. Fr. George Tharathparambil
3. Fr. Stanislaus Kunnel
4. Fr. John Karakunnel

[Signature]
[Signature]
[Signature]

6. Dr. James Mathew *[Signature]*
7. Loueli Varghese *[Signature]*
8. Dr. Cyril Thomas *[Signature]*
9. V. J. Sebastian *[Signature]*
10. Fr. Dr. Vincent Joseph *[Signature]*
11. Fr. Dr. Lym Jamb *[Signature]*
12. Fr. Thomas Poudakkal *[Signature]*

Minutes of the Governing Body Held on 22-02-2019

The Governing body of Colleges under the
 Corporate Educational Agency, Diocese of Kothamangalam
 began was held at Nirmala College, Muvattupuzha
 at 4.00pm on 22nd February 2019. The meeting was
 presided over by Msgr (Dr.) Cherran Kariyakampil,
 Manager, Corporate Educational Agency, Kothamangalam.

The Governing body of Colleges resolved
 to authorize Dr. J. M. Joseph, Principal, Nirmala
 College, Muvattupuzha to open and manage
 a savings bank accounts at State Bank of
 India, Muvattupuzha for the purpose of
 operating DST-SERB Scheme fund.

Rev. Fr. George Tharathparambil
 Secretary, Higher Education

Minutes of the Meeting of the Managing Board of Colleges,
Corporate Educational Agency, Diocese of Kothamangalam
held at Nirmala College, Muvattupuzha on 20th
March 2019

Members present

1. Bp. George Madathikandathil *George Madathikandathil*
2. Msgr. Vincent Kariyakattil *Vincent Kariyakattil*
3. Fr. Frank Tharathparambil *Frank Tharathparambil*
4. Fr. Stanley Kunnel *Stanley Kunnel*
5. ~~Fr. ...~~
6. K. Francis George - *Francis George*
7. Fr. Francis Pappasacku *Francis Pappasacku*
8. Fr. Joseph Makkilil *Joseph Makkilil*
9. Fr. Paul Nedumpurath *Paul Nedumpurath*
10. Fr. Mariakose Kodakkalil *Mariakose Kodakkalil*
11. Fr. Thomas Peravallurackal *Thomas Peravallurackal*
12. Fr. Frs. Mathai Makkilil *Mathai Makkilil*
13. Fr. Dr. Kaji Jacob *Kaji Jacob*
14. Fr. Johnson Ooroplackal *Johnson Ooroplackal*
15. Fr. Jose Kuzhikanniyal *Jose Kuzhikanniyal*
16. Fr. Abraham Mervattil *Abraham Mervattil*
17. Francis Kannadan *Francis Kannadan*
18. Dr. Thomas Joseph *Thomas Joseph*
19. Sr. Dr. Gulamma Mathew *Gulamma Mathew*
20. P. Shija Paul *Shija Paul*
21. Louella Varghese *Louella Varghese*
22. Deepa Jose *Deepa Jose*
23. Dr. Mariya Marie Mathew *Mariya Marie Mathew*
24. Dr. Vincy Baby *Vincy Baby*
25. Fr. Jose Pulloppillil *Jose Pulloppillil*
26. Dr. James Mathew *James Mathew*
27. Fr. Dr. Vincent Joseph Nedungath *Vincent Joseph Nedungath*
28. Dr. Byron Thomas *Byron Thomas*
29. Dr. S. George Nunnal *S. George Nunnal*

Minutes of the Meeting of the Managing Board
of Colleges Under the Corporate Educational
Agency, Diocese of Kothamangalam held at
Nirmala College, Muvattupuzha on 20 March 2019.

A meeting of the Managing Board of Colleges,
Diocese of Kothamangalam was held at Nirmala
College, Muvattupuzha at 4.00pm on 20th ~~January~~ ^{March} 2019.
The meeting was presided over by Mr. George
Madathikandathil, Bishop of Kothamangalam. The
meeting began with a prayer led by Rev. Fr. Francis
Kannadan, Bursar, Nirmala College, Muvattupuzha.
Rev. Dr. George Tharathparambil, Secretary, Higher
Education, welcomed the gathering.

Rev. Dr. George Tharathparambil, Secretary
Higher Education presented the minutes of the
last general body meeting which was held on
17 October 2018.

Rev. Dr. Vincent Joseph, Principal, Newman College,
Thodupuzha presented report of the activities
for the academic year 2018-19. In the report,
he highlighted the curricular and co-curricular
activities conducted by the college. The
principal pointed out the excellent results
of all programmes of the college. Three academic
journals are being published by the college.
The activities of placement cell, NSS, CSM are
commendable. The principal emphasized the
vibrant research activities of the college.
The college secured 2nd position in M.C.
University Youth Festival "Alathalam 2019". The
completed the construction of the Indoor
Stadium and the New Academic Block. The
received two crore rupees from RUSA for

Construction, renovation and purchases. In the future plan, he proposed constructions in the Campus such as expansion of entrance, new block using RUSA Fund, office block modification, auditorium renovation, starting women's studies Centre with the financial support from UOI, open stage and Art Gallery.

Dr. T.M Joseph, Principal, Nirmala College, Muvattupuzha, presented the annual reports of the colleges for the academic years 2018-19. The most important activity in the college during the year was the fourth cycle of accreditation by the NAAC has granted the institution at the level of B++ with the CPA of 2.76. The ~~NAAC~~ NCC unit of the college ~~during the year~~ was adjudged the best in the Kerala-Lakshadweep directorate. The college football team has won the prestigious National Reliance Foundation Tournaments. The college has been sanctioned a sum of Rs 2 Crore under the RUSA for construction of building renovation of existing facilities and purchase of books and equipments. The union government has selected the college for the Unnat Bharat Abhiyan (UBA), by which the college is entrusted to carryout Community Services in the neighboring villages. The college completed the construction of the new Administrative Block of the college. The campus is made more secure with establishment of gateways. The UOI has sanctioned Bachelor of Vocational programme in logistic management with an intake of 50. The NGS unit of the college is bestowed with Best NGS unit award for its

achievements in 2017-2018. The access road to the college is widened with a pedestrian friendly corridor.

The future plans of the college include construction of annexe to the main Academic Block and maintenance of main Block and renovation of the terrace of Administrative Block into an auditorium, using RUSA Fund. The number of research programmes increased from 6 to 7 with the introduction of Ph.D programme in English.

The Presidential Address was given by the Bishop Mar George Madathikandathil. He stressed the importance of maintaining Value Systems in the Campus as a mission of the diocese of Kothamangalam. He appreciated the coordination among the faculty and staff for a successful Academic year and thanked the principals and staff. Finally, he promised all the support from the management for the functioning of the institutions. He appreciated the dedicated services rendered by Rev. Dr. Vincent Joseph, Principal, Newman College, Thodupuzha and Dr. T.M Joseph, Principal, Nirmala College, Muvattupuzha, as they retire in this academic year. The Bishop announced the name of Dr. Thomson Joseph as the new Principal of Newman College, Thodupuzha, Dr. James Mathew as the new Principal of Nirmala College, Muvattupuzha, Dr. J. George Neeranal and Prof. Saji Joseph as the new principals of Nirmala College, Muvattupuzha. The Patron extended gratitude to the retiring Principals and honoured them by garlanding them with shawl. He also welcomed the new principals and Vice-principals.

In the keynote address. Rev. Mggr. Chairman Kanjirakompat, Manager, Corporate Educational Agency remembered the dedicated and commendable services of the retiring Principals.

The retiring Principals Dr. T.M. Joseph and Rev. Dr. Vincent Joseph reviewed the various moments and memories during their tenure as principal. They expressed thanks to the patron, Manager, and all other members of the managing board for their guidance, continuous support and help.

The newly announced Principals and Vice-principals introduced themselves in the meeting.

During the discussion, the NAAC grade obtained by Nirmala College, Muvattupuzha during the fourth cycle of Accreditation has been analysed and discussed in detail. The Principal Dr. T.M. Joseph explained the new system of grading pattern of NAAC, the details of score obtained and the constraints for affiliated colleges to obtain a higher Grade.

As per AICTE regulations to stop two year MIA the members resolved to retain the three year MIA with lateral entry for the second year.

The meeting resolved to introduce the "Annual Performance Appraisal for Teachers" at the Management level, and assess the performance Annually.

Rev. Dr. Stanislaus Kunel, Education Secretary proposed vote of thanks to all the dignitaries in the governing body. The meeting came to an end with a prayer.

Rev. Fr. George Theerthaparambil,
Secretary, Higher Education.





CRITERION 6

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Vision and Mission of the institution

‘Academic Excellence with integrity of character’ of the teachers and the taught is the **Vision** of the Institution. The coat of arms of the college bears the inscription – *‘Fear of God is the beginning of wisdom’*.

The **Mission** of the college is to mould educated citizens who love God, serve humanity and to help the youth grow up as competent, responsible and mature individuals with strength of character, moral uprightness and courage of conviction, imbued with qualities of head and heart.

The goals of the institution and the programmes to realize them are explicitly and categorically stated in the college Handbook cum Calendar, which is distributed at the beginning of every academic year to all members who are directly associated with the institution. Address by the Principal and the class teachers to the student community, the PTA meetings, the alumni forums are the means to make the stakeholders aware of the vision and mission of the institution.

The college aims at giving a dynamic and resilient education, intended to effect a transformation in attitudes, abilities and skills of the students leading to self development and consequently resulting in community and National Development. It also aims to lead higher education towards inclusive excellence through institutional transformation and to deepen and extend knowledge about the formation and utilization of human capabilities.

The institution strives to enhance the commitment of faculty and staff to the centrality of diversity, social justice, and democratic citizenship and equip our students with the skills necessary to respond to the opportunities and challenges associated with ever-changing societal demographics. Through a diverse living environment, where students live with people who are studying different topics, come from different walks of life and have evolving identities,

intellectual transformation is deepened and conditions for social transformation are created through a caring, supportive climate throughout the College.

Teaching and learning should be informed by scholarly research and effective practice. It attempts to provide widely recognized leadership in the improvement of teaching, learning, and the assessment of educational outcomes across the life span through research, scholarship, technology and other extension activities that enhance the effective and efficient management of the College through high quality, innovative, and responsive education and training programs, including comprehensive education that lead toward certificates, diplomas and applied degrees.

The college endeavours to provide an effective, supportive, safe, secure and accessible working environment nurturing continuous improvement of working relationships at all levels in the college and promoting a proactive approach to professional development. Teachers could become institution's greatest asset for driving responsible performance by offering a dynamic, interactive education environment that engages students in the learning process using technology to create effective modes and means of instruction that expand access to learning.

