



# NIRMALA COLLEGE MUVATTUPUZHA

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**FOURTH CYCLE NAAC ACCREDITATION 2019**

## CRITERION 1

### CURRICULAR ASPECTS

1.3.1. Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

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*Submitted to*



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

**CRITERION 1**  
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**1.3.1 Institution Integrates Cross Cutting Issues Relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics in to the Curriculum**

**Contents**

1. Gender, Environment and Sustainability, Human Values and Professional Ethics related Courses
2. Zero Hour
3. Gender sensitization Programmes
4. Representation of Women in College Union
5. Swatch Ranking and Swatchatha Rally
6. Workshop on Solar LED Making
7. Restoration Programme of Santhukadu Sree Durga Bhadra Naga Temple Sacred Grove
8. Butterfly Garden
9. Nirmal Mithra
10. Tribal Medical Camp at Mamalakandom
11. Rescue Operations
12. Mid-Day Meal Programme
13. Soft Skill Development Programmes

**DETAILS OF COURSES UNDER FOUR CATEGORIES-**  
**(Gender, Environment and Sustainability, Human Values and Professional Ethics**  
**Related Courses)**

<b>Name of the Courses relevant to Gender , Environment and Sustainability Human Values and Professional Ethics</b>			
Sl. No.	Code	Name of Course	Category
1	EM02BA901	DEVELOPMENT AND ENVIRONMENTAL ECONOMICS	Environment and Sustainability
2	BO05DAP02	AGRIBASED MICROENTERPRISES	Environment and Sustainability
3	BO06CR002	ANGIOSPERM MORPHOLOGY, TAXONOMY AND ECONOMIC BOTANY	Environment and Sustainability
4	ZY04BAA01	ANIMAL DIVERSITY - CHORDATA	Environment and Sustainability
5	ZY01CA902	ANIMAL DIVERSITY - NON CHORDATA	Environment and Sustainability
6	ZY02CA902	ANIMAL DIVERSITY- CHORDATA	Environment and Sustainability
7	ZY02BAA01	BIODIVERSITY & MODERN SYSTEMATICS	Environment and Sustainability
8	ZY1CT01	BIOSYSTEMATICS AND ANIMAL DIVERSITY	Environment and Sustainability
9	BO06CR001	BRYOLOGY, PTERIDOLOGY, GYMNOSPERMS AND PLAEO BOTANY	Environment and Sustainability
10	CH05DAP05	CHEMISTRY IN EVERYDAY LIFE	Environment and Sustainability
11	TT03BAC04	CULTURAL HERITAGE OF INDIA	Environment and Sustainability
12	ECOPGS104	DEVELOPMENT ECONOMICS	Environment and Sustainability
13	TT04BAC01	ECO TOURISM	Environment and Sustainability
14	MTA13	ECO TOURISM AND ENVIRONMENT MANAGEMENT	Environment and Sustainability
15	ZY2CT06	ECOLOGY - PRINCIPLES AND PRACTICE	Environment and Sustainability
16	ECOPGS209	ECONOMICS OF DEVELOPMENT AND GROWTH -II	Environment and Sustainability
17	ECOPGS314	ECONOMICS OF ENVIRONMENT AND SOCIAL SECTOR	Environment and Sustainability
18	PH05DAP02	ENERGY AND ENVIRONMENTAL STUDIES	Environment and Sustainability
19	ZY4CET03	ENVIRONMENTAL MANAGEMENT AND DEVELOPMENT	Environment and Sustainability
20	CC201	ENVIRONMENTAL MANAGEMENT	Environment and Sustainability
21	ZY4CET02	ENVIRONMENTAL POLLUTION AND TOXICOLOGY	Environment and Sustainability
22	ZY4CEP04	ENVIRONMENTAL SCIENCE -I	Environment and Sustainability
23	ZY4CEP05	ENVIRONMENTAL SCIENCE -II	Environment and Sustainability

24	ZY4CET01	ENVIRONMENTAL SCIENCE- CONCEPTS AND APPROACHES	Environment and Sustainability
25	CM01CAC03	ENVIRONMENTAL STUDIES	Environment and Sustainability
26	BO05CR001	ENVIRONMENTAL STUDIES & ECO TOURISM	Environment and Sustainability
27	BO56BAB01	ENVIRONMENTAL STUDIES, ECO TOURISM, PLANT PHYSIOLOGY AND BIOCHEMISTRY	Environment and Sustainability
28	ZY1CT02	EVOLUTIONARY BIOLOGY AND ETHOLOGY	Environment and Sustainability
29	EM05DAP01	FOUNDATION OF ENVIRONMENTAL ECONOMICS	Environment and Sustainability
30	BO02BAA01	GENERAL INFORMATICS AND METHODOLOGIES IN PLANT SCIENCES	Environment and Sustainability
31	ZY01BAA01	GENERAL METHODOLOGY & PERSPECTIVES IN SCIENCE	Environment and Sustainability
32	ZY12BAA01	GENERAL METHODOLOGY AND PERSPECTIVES IN SCIENCE AND BIODIVERSITY & MODERN SYSTEMATICS	Environment and Sustainability
33	BO05CR002	GENETICS, PLANT BREEDING & HORTICULTURE	Environment and Sustainability
34	BO56CR002	GENETICS, PLANT BREEDING, HORTICULTURE, ANGIOSPERM MORPHOLOGY, TAXONOMY AND ECONOMIC BOTANY	Environment and Sustainability
35	TT02BAC03	GEOGRAPHY FOR TOURISM	Environment and Sustainability
36	MTA07	HERITAGE TOURISM	Environment and Sustainability
37	TT06BAC03	HISTORICAL BACKGROUND OF THE TOURIST CENTRES IN SOUTH INDIA	Environment and Sustainability
38	ZY05DAP01	MAN, NATURE AND SUSTAINABLE DEVELOPMENT	Environment and Sustainability
39	BO01BAB01	METHODOLOGY AND PERSPECTIVES OF SCIENCE & INTRODUCTION TO THE WORLD OF PLANT	Environment and Sustainability
40	BO03CR001	MICROBIOLOGY AND PHYCOLOGY	Environment and Sustainability
41	BO05BAA01	MYCOLOGY, LICHENOLOGY & PLANT PATHOLOGY	Environment and Sustainability
42	PH06BA902	NUCLEAR AND PARTICLE PHYSICS	Environment and Sustainability
43	MA05DAP01	PARISTHITHUM SAHITHYAVUM	Environment and Sustainability
44	PE05DAP01	PHYSICAL HEALTH AND LIFE SKILLS EDUCATION	Environment and Sustainability
45	EN03AA901	REFLECTIONS IN INDIAN POLITY, SECULARISM AND SUSTAINABLE ENVIRONMENT	Environment and Sustainability
46	TT05BAC05	TOURISM ENVIRONMENT AND ECOLOGY	Environment and Sustainability


47	EN06BBC01	TRAVEL AND TOURISM	Environment and Sustainability
48	MTA08	WORLD TOURISM GEOGRAPHY	Environment and Sustainability
49	HN3PC11	ASSDHUNIK KAVITHA - I	Gender and Environment
50	H105BA902	AUTHENTIC STUDY OF HINDI POETRY	Gender and Environment
51	MA05BA902	BHARATHEEYA SAHITHYA SIDHANTHANGAL	Gender and Environment
52	HN3PC14	BHARATHIYA SAHITHYA	Gender and Environment
53	HI06BA901	COMPARATIVE LITERATURE	Gender and Environment
54	HN4PC16	CONTEMPORARY POETRY II- AADHUNIK KAVITAI	Gender and Environment
55	HN4PE2	DALIT LITERATURE	Gender and Environment
56	LEN04PE06	DALIT STUDIES	Gender and Environment
57	EM06BA907	DEVELOPMENT ISSUES OF INDIAN ECONOMY	Gender and Environment
58	HN1PC05	DRAMA & THEATER	Gender and Environment
59	EN04AA901	EVOLUTION OF THE PHILOSOPHY OF SCIENCE :LITERARY PERSPECTIVES	Gender and Environment
60	H105BA904	FEMINIST LITERATURE IN HINDI	Gender and Environment
61	HI06BA902	FICTION - NOVELS AND SHORT STORIES	Gender and Environment
62	MA01CA901	FOLKLORE PADANAM	Gender and Environment
63	HI01CA902	FUNCTIONAL HIND AND TECHNICAL TERMINOLOGY	Gender and Environment
64	LEN03PC13	GENDER STUDIES	Gender and Environment
65	H105BA901	HINDI LANGUAGE & LITERATURE - PROSE	Gender and Environment
66	ECOPGS103	INDIAN ECONOMIC ISSUES AND POLICIES	Gender and Environment
67	EM05BA903	INDIAN ECONOMY	Gender and Environment
68	ECOPGS208	INDIAN ECONOMY ISSUES AND POLICIES-II	Gender and Environment
69	LEN01PC5	INDIAN ENGLISH LITERATURE	Gender and Environment
70	HI01CA901	JOURNALISM	Gender and Environment
71	HI03CA901	JOURNALISM - RULES AND REGULATIONS	Gender and Environment
72	HI04CA901	JOURNALISM & ELECTRONIC MEDIA	Gender and Environment
73	MALPC03	KADHASAHITHYAM	Gender and Environment
74	MA01AB901	KATHA NOVEL	Gender and Environment
75	MA06BA901	KATHA SAHITHYAM	Gender and Environment
76	HN3PC12	KATHASAHITHYA II(FICTION II)	Gender and Environment
77	ML2CCT02	KAVITHA	Gender and Environment

78	MA01BA901	KAVITHA SAMKRAMUM	Gender and Environment
79	MALPC01	KAVITHA, PRACHEENAM, MADHYAKALAM	Gender and Environment
80	MAL3PC15	KERALA SAMSKARA PADANAM	Gender and Environment
81	MA05BA904	KERALEEYA RANGAKALA	Gender and Environment
82	MAL3PC11	MALAYALA KAVITHA- ADHINIKAM-RANDAM GHATTAM	Gender and Environment
83	MA04CA901	MALAYALAM - ORU SAHITHYAKARAN/SAHITHYKARI LALITHAMBIKA ANTHARJANAM	Gender and Environment
84	MA06BB904	MALAYALATHILE STHREE RACHANAKAL	Gender and Environment
85	LEN04PE01	MODERN EUROPEAN DRAMA	Gender and Environment
86	LEN02PC7	MODERNISM IN CONTEXT	Gender and Environment
87	HN4PE3	NAAREE VIMARSH AUR HINDI SAHITYA	Gender and Environment
88	ML1CMT02	NADAKAVUM CINIMAYUM	Gender and Environment
89	MAL4PC16	NATAKAVUM CINEMAYUM	Gender and Environment
90	HN2PC07	P.C. VII FICTION UPTO 1950	Gender and Environment
91	HI03AB901	POETRY AND FICTION	Gender and Environment
92	HN1PC02	PROSE	Gender and Environment
93	HN1CCT01	PROSE AND ONE ACT PLAYS	Gender and Environment
94	MAL4PE4	PUTHUSAHITHYA SAMEEPANANGAL	Gender and Environment
95	EN03AA901	REFLECTIONS IN INDIAN POLITY, SECULARISM AND SUATAINABLE ENVIRONMENT	Gender and Environment
96	LEN01PC3	REVOLUTION AND THE ENLIGHTMENT	Gender and Environment
97	HN4PE5	SPECIAL AUTHOR- NIRMAL VARMA	Gender and Environment
98	HN4PE7	SPECIAL AUTHOR-BHISHMA SAHNEE	Gender and Environment
99	MAL4PE3	STHREE PAKSHA RACHANAKAL	Gender and Environment
100	SO01CA901	AN INTRODUCTION TO SOCIOLOGY	Human Values & Ethics
101	CC108	BUSINESS & ETHICAL VALUES	Human Values & Ethics
102	BE03C15	BUSINESS ENVIORNMENT	Human Values & Ethics
103	CM04CAC02	BUSINESS ETHICS	Human Values & Ethics
104	CG03C14	CORPORATE GOVERNANCE	Human Values & Ethics
105	HI04AB901	CULTURAL AND CIVILIZATION OF INDIA	Human Values & Ethics
106	LEN03PC12	CULTURE STUDIES	Human Values & Ethics

107	MTA20	CUSTOMER RELATIONSHIP AND SERVICE MANAGEMENT	Human Values & Ethics
108	EC403	EMPLOYEE COUNSELLING	Human Values & Ethics
109	MTA21	ENTERPRENEURSHIP FOR TOURISM AND HOSPITALITY BUSINESS	Human Values & Ethics
110	TT05DAP03	FRONT OFFICE MANAGEMENT	Human Values & Ethics
111	MA06BA902	GADYASAHITYAM, NIROOPANAM	Human Values & Ethics
112	CC301	GLOBAL BUSINESS ENVIRONMENT	Human Values & Ethics
113	EC405	GLOBAL HUMAN RESOURCE MANAGENET	Human Values & Ethics
114	TT04BAC02	GUIDING & NEGOTIATING SKILLS FOR TOURISM	Human Values & Ethics
115	TT04BAC04	HOSPITALITY MANAGEMENT AND PUBLIC RELATIONS	Human Values & Ethics
116	MTA03	HOSPITALITY OPERATIONS AND MANAGEMENT	Human Values & Ethics
117	TT05BAC03	HRM	Human Values & Ethics
118	ZY03CA902	HUMAN PHYSIOLOGY AND IMMUNOLOGY	Human Values & Ethics
119	CC304	HUMAN RESOURCE DEVELPOMENT	Human Values & Ethics
120	CC205	HUMAN RESOURCE MANAGEMENT	Human Values & Ethics
121	HR02C09	HUMAN RESOURCE MANAGEMENT	Human Values & Ethics
122	MTA09	HUMAN RESOURCE MANAGEMENT FOR TOURSIM	Human Values & Ethics
123	EC406	HUMAN RESOURCE PLANNING	Human Values & Ethics
124	HI02CA902	INDIAN ADMINISTRATIVE SYSTEM & HINDI	Human Values & Ethics
125	TT03BA901	INDIAN CONSTITUTION AND CIVIC CONCIIOUSNESS	Human Values & Ethics
126	CC306	INDUSTRIAL RELATIONS	Human Values & Ethics
127	HI03BAA01	INFORMATION TECHNOLOGY MASS COMMUNICATION & PUBLIC RELATIONS	Human Values & Ethics
128	CS05DAP01	INTERNET WEB DESIGNING AND CYBERLAWS	Human Values & Ethics
129	CC105	LEGAL ENVIRONMENT OF BUSINESS	Human Values & Ethics
130	CC308	MANAGEMENT OF CHANGE AND ORGANIZATIOAL DEVELOPMENT	Human Values & Ethics
131	EN01BA901	METHODOLOGY OF HUMANITIES AND LITERATURE	Human Values & Ethics
132	EN02AA902	MUSINGS ON VITAL ISUUES	Human Values & Ethics
133	MTA14	ORGANISATIONAL BEHAVIOUR AND MANAGEMENT	Human Values & Ethics



134	TT06BAC01	PRINCIPLES OF INTERNATIONAL BUSINESS FOR TOURISM	Human Values & Ethics
135	PM01C02	PRINCIPLES OF MANAGEMENT AND ORGANISATIONAL BEHAVIOUR	Human Values & Ethics
136	RM01C04	RESEARCH METHODOLOGY	Human Values & Ethics
137	MA04BA901	SAMSKARACHARITHRAM ADHUNIKA KERALAM	Human Values & Ethics
138	CC401	STRATEGIIC HUMAN RESOURCE MANAGEMENT	Human Values & Ethics
139	TT03BAC03	TOURISM LAW AND REGULATORY FRAME WORK	Human Values & Ethics
140	TT03BAC02	TOURISM POLICY AND PLANNING	Human Values & Ethics
141	TT03BAC01	TOURISM PRODUCTS	Human Values & Ethics
142	MTA02	TOURISM PRODUCTS OF INDIA	Human Values & Ethics

  
 PRINCIPAL  
 NIRMALA COLLEGE  
 MUVATTUPUZHA



ZERO HOUR

## ZERO HOUR

Zero hour is a novel initiative of the academic year 2018-19, in which a selected student from each department address the entire college community through the public address system. A socially relevant topic is selected for presentation and is presented for five minutes on every Wednesday. The time scheduled for the programme is 2.30 pm. As the topics incorporated in zero hour includes most relevant issues of various disciplines, it enables the students to be socially responsible and provides an insight into those cross-cutting issues. The programme was inaugurated on July 11,2018 by the principal DR.T.M Joseph. The audio recorded are uploaded in the google classroom. Anyone can access the classroom by joining the class room using the code **rda27d**.



SL. NO	DEPARTMENT	TOPIC	NAME OF THE STUDENT	MODE	SIGNATURE OF DEPT.COORDINATOR	LINK
1.	Commerce	Religious Harmony	Sara Gigi	Simplex		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk5MzY5MTQ5NTNa/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk5MzY5MTQ5NTNa/details</a>
		Tax Reforms	Abel Babu and Afsia Salim	Discussion		
2.	Zoology	World Ozone day	Bency Elsa Babu	Simplex		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY5MzU2MzIxMjNa/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY5MzU2MzIxMjNa/details</a>
		Beauty Products	Ashna Augustin	Simplex		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk4ODI2NDgxOTFa/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk4ODI2NDgxOTFa/details</a>
3	Physics	Climate change and its consequences	Sethu Lakshmi&Greeshma Saju	Discussion		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk2MTI3NjY5NzVa/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk2MTI3NjY5NzVa/details</a>
		Awareness of energy conservation	Ruksana	Simplex		
4	English	Common Errors in English	Catherin Santhosh and Manna Christa	Discussion		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk1NTQ1Mjg3Mzha/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk1NTQ1Mjg3Mzha/details</a>

		Homonyms	Aleena Mathew	Simplex		
5	Economics	Currency Depreciation and Its consequences	Jagan Varghese	Simplex		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk1NTYwMTk0NDda/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk1NTYwMTk0NDda/details</a>
		Rohingya Muslims	Parvathy Jayakumar	Simplex		
6	MTTM	World Tourism Day	Albert M	Simplex		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk1NTU4NDMyOTJa/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk1NTU4NDMyOTJa/details</a>
7	Communicative English	Media Jargons	Anna and Christa	Discussion		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTcxNTY0MjY4MjJa/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTcxNTY0MjY4MjJa/details</a>
		Cleanliness	Atira James	Simplex		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY5MTc4MDU1MTRa/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY5MTc4MDU1MTRa/details</a>

8	NCC	NCC	Athulya T	Simplex		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTcwMzcyNDk1NzRa/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTcwMzcyNDk1NzRa/details</a>
9	Zoology	World Ozone day	Bency Elsa Babu	Simplex		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY5MzU2MzIxMjNa/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY5MzU2MzIxMjNa/details</a>
		Beauty Products	Ashna Augustin	Simplex		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk4ODI2NDgxOTFa/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTk4ODI2NDgxOTFa/details</a>
10	Chemistry	Plastic pollution	Devika Hari and Sini mol Sunny	Discussion		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY4ODMyOTk0NjBa/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY4ODMyOTk0NjBa/details</a>
		Green House Effect	Mable Maria Baby	Simplex		
11	Library	Role of Library	Dr Vasudevan Namboothiri	Simplex		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY4ODIzODM4Mzha/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY4ODIzODM4Mzha/details</a>
12	BCA	Google Class Room	Gayathri NS	Simplex		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY4ODM1NzU4MzVa/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY4ODM1NzU4MzVa/details</a>
13	NSS	Objectives and concepts of NSS	Diya and Gopika	Discussion		<a href="https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY4ODM0MDUyNjVa/details">https://classroom.google.com/c/ODc4MTc5MjY4M1pa/p/MTY4ODM0MDUyNjVa/details</a>

# **GENDER SENSITISATION PROGRAMMES**

## **GENDER EQUITY PROMOTION PROGRAMMES**

As part of gender equity promotion, various programmes were arranged by the college, that enabled to modify the behaviour of students by hovering awareness of gender equality and gender justice concerns. Moreover, these programmes facilitate both sexes to be gender sensitive by creating positive values that supports the girls and their rights. Sensitisation campaigns, seminars, training sessions, workshops etc were organised in the college as detailed below:

### **AWARENESS PROGRAMME ON THYROID PROBLEMS**

On October 8, 2014 an awareness programme on thyroid related problems was arranged by the women's cell of the college mainly for female students and lady teachers, as women are more likely to develop thyroid disorders than men. The seminar was conducted in association with Thyrocare Diagnostic centre Muvattupuzha. The programme was inaugurated by Dr.P. S Suresh Kumar, Head of the Surgery Department of Nirmala Medical Centre, Muvattupuzha.





## SEMINAR ON WOMEN EMPOWERMENT BY R. NISANDHINI IPS

A seminar on women empowerment was organised by the women cell of the college on 12/01/2015. The programme was inaugurated by Dr. Lissy Joseph, Member, Kerala State, Women Commission. Nisanthini IPS, Deputy Commissioner of Police, Cochin was the resource person of the day. She enriched the session by making the students aware of the role and importance of women in a male dominated society.



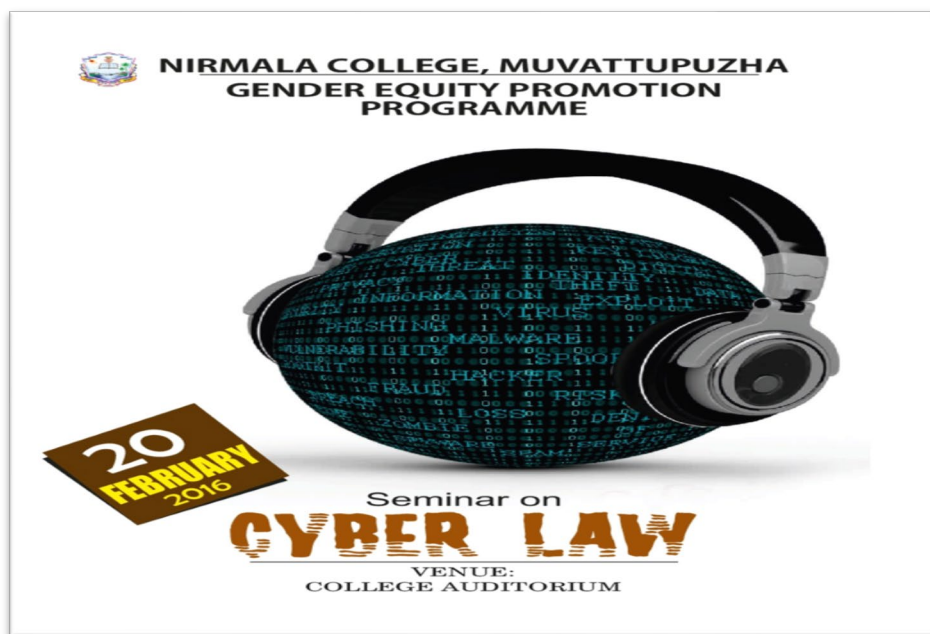
## SEMINAR ON HANDLOOM AND HANDLOOM EXHIBITION

For promoting the use of handloom products and also for sensitising the students about the heritage of handloom products, a seminar on handloom was organised under the initiative of the Women Empowerment Cell of the college on 9th March 2015. This initiative opened an opportunity for the students and staff of the college to purchase handloom products thereby supporting handloom weavers. Smt.Revathy Namboodiri, NIFT Mumbai delivered a talk on hereditary rights of the women on the same day which was arranged as part of international women's day celebrations.



## SEMINAR ON CYBER LAW

Information Technology is penetrating to all walks of life creating several civil, moral and criminal wrongs among the society. Recognising this, the Centre for Women Empowerment of the college has arranged a seminar on cyber law on 20/02/2016. Mr. Bobby Kuriakose, Police Officer, Cyber Cell, Kerala state was the key speaker of the day. The seminar covered the areas like e-commerce, online contracts, copy rights, trade mark, business software patenting, taxation, e-governance and cybercrimes.



## SELF-DEFENCE CLASSES

As part of gender sensitisation programme, self-defence classes were arranged for the female students of the college by NSS in collaboration with Ernakulam Rural District Police on 29-31<sup>st</sup> January 2016. The programme was inaugurated by Mrs: Mary Baby, President, Avoly Grama Panchayat. The programme involved class on women security, practical sessions and was followed by a session on the role of men in women security. The programme was extremely useful to the participants as it helped to build confidence, self-discipline, a warrior's spirit and fighters reflex among the participants.



## SEMINAR ON EMOTIONAL MANAGEMENT

Emotional Intelligence is the mind's ability to perceive, manage, and express emotions effectively in real life, which has become quite challenging for the younger generations. On 8<sup>th</sup> March 2016, a seminar on Emotional Management was organised by the women empowerment cell of Nirmala college. Dr.Sr.Shalu was the resource person and the programme was presided over by the principal Rev.Fr.Vincent Nedungattu. The seminar was especially useful to the youngsters as it provided techniques to manage emotions preventing them from reactive outbursts.



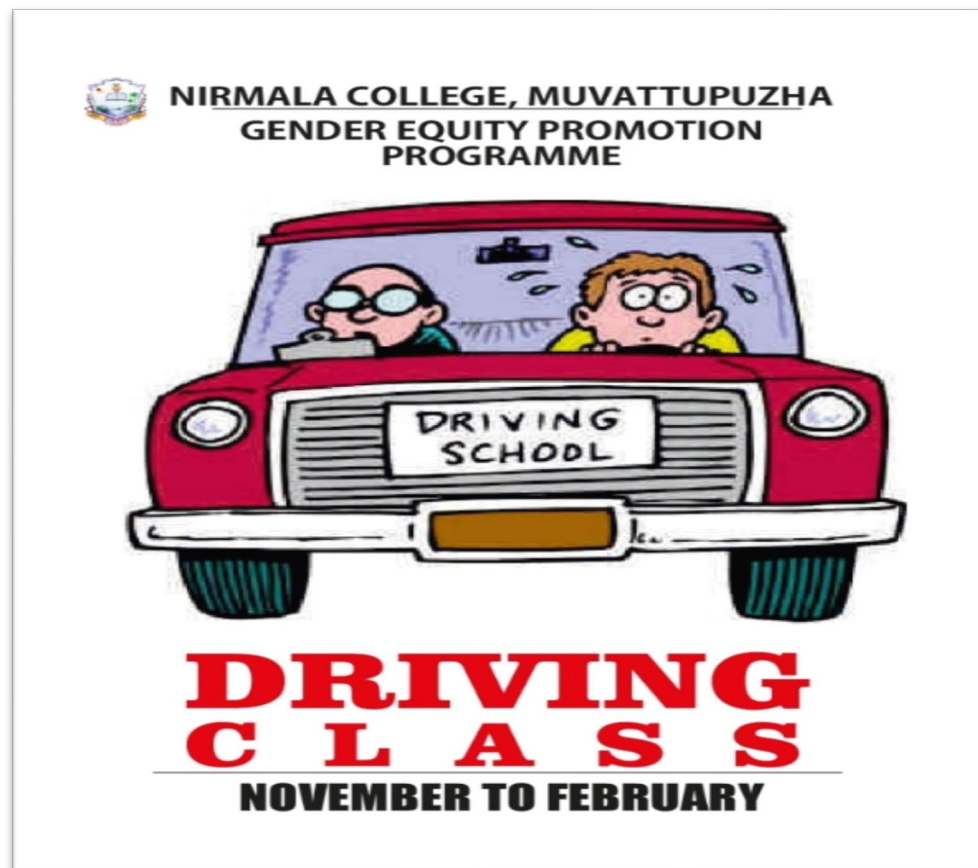
## YOGA TRAINING PROGRAMME

During the academic year 2015-16 yoga training programme was given to the entire students of the college giving more representation to the female students. The programme was arranged during the month of September and October as part of gender equity promotion by the women empowerment cell of the college. Yogacharya Sri.Paul Madathilkandathil was the trainer and the programme involved both theoretical and practical sessions.



## **WOMEN ON WHEEL-DRIVING CLASS**

For making women more self-confident and self-reliant the women empowerment cell of the college has organised driving classes to women from the academic year 2012-13 onwards. 17 students benefitted from the programme during 2014-15 and 28 students during 2015-16. During the academic year 2016-17, and 2017-18, 33 and 22 students were benefitted through the classes respectively.



## **WOMEN EMPOWERMENT THROUGH ENTREPRENEURSHIP DEVELOPMENT**

Several programmes have been arranged by the various departments of the college and also by the centre for women empowerment targeting the entrepreneurship development of the students in common and women in particular. These programmes are of special importance as it will help to support and promote business entrepreneurship among the students. The programme involved training on flower arrangement, cloth carry bag making, soap making, Ornament making, etc

### **1. TRAINING ON FLOWER ARRANGEMENT**

For promoting entrepreneurship development of the students of the college a training programme was arranged on flower arrangement on 6<sup>th</sup> September 2016 under the auspicious of the Centre for Women Empowerment in which more representation was given to women. The course provided training on different types of flower arrangements like elliptical, vertical, triangular, crescent, S-shaped oval shaped and cascade flower arrangement. The participants were also given awareness about the basic principles and styles of flower arrangement.







Flower arrangement training

## **2.WORKSHOP ON CLOTH CARRY BAG MAKING**

Workshop on cloth carry bag making is another novel initiative of the Centre for Women Empowerment of the college. The programme was carried on with the assistants of experts from Kudumbasree on which students as well as members of various Kudumbasree units actively participated. The workshop sensitised the participants about the ill effects of using plastic carry bags and trained them to make environment friendly recyclable carry bags by using both paper and cloths.



### **3. TRAINING PROGRAMMES ON SOAP AND DETERGENT MAKING**

NSS Unit of Nirmala College, Muvattupuzha organized training programs on Soap and detergent making throughout the academic years 2014-15, 2015-16, 2016-17, 2017-18 and 2018-19 in association with Department of Chemistry, Nirmala College, Muvattupuzha and Social Service Society, Diocese of Kothamangalam. In the workshop more representation was given to female participants. About 100 participants are trained every year through this programme. The training involved practical sessions on making soaps, detergents and handwash. They were given a brief information regarding the raw materials and the source of raw materials used in the industry. The programme was designed to help the students who are desirous of taking up self-employment ventures with a small investment.





Training for soap and detergent making

#### **4.WORKSHOP ON ORNAMENT MAKING**

Workshop on ornament making has been organized by the women empowerment cell of the college in collaboration with Manna coaching Centre, Muvattupuzha from 2014-15 onwards. This training is mainly for those students especially women, interested in jewellery design and making. The workshop includes sessions on techniques used in designing and making exotic jewellery. Even the participants who were completely new to jewellery making were educated in the art of making basic jewellery structures and jewellery assembling. Acquisition of this additional skill make the women self-reliant and also helps them to earn an additional income for their livelihood.





## 5. WORKSHOP ON API CULTURE

Department of Botany, Nirmala College, Muvattupuzha in association with HortiCorp, Kerala and Kerala Organic Development Society, organises Apiculture Training programme every year. Most of the participants in the programme are women. The Importance of bee to man and nature, technicalities involved in bee keeping, various products isolated from bee culturing and its medicinal value, scope in the economic growth of people, Apitherapy as a treatment to certain ailments etc were the themes on which emphasis was given. Mr. T.M. Sugathan, Trainer, HortiCorp, Mr. Benny Daniel, Programme Coordinator, HortiCorp and Mr. T.K Ravindran, Secretary, Kerala Organic Development Society were the experts who handled various sessions through the years.







## 6. WORKSHOP ON TERRARIUM TRAINING FOR WOMEN

From the academic year 2017-18 onwards Centre for Women Empowerment in collaboration with the Department of Botany Nirmala college, Muvattupuzha has been organising terrarium training for the entire students of the college. The workshop covered the areas like basics of terrarium making, plant selection and introduction to each and every plant, its light requirements, different types of terrariums, material and tools needed, hands on making of bottle Garden, hands on Making of Dry Terrarium, demonstration on Dish Garden, demonstration on broken pot fairy garden. Around 150 students from different departments participated in the programme where female students were given more opportunity for participation.





## 7.WORKSHOP ON MUSHROOM CULTIVATION

From 2015 onwards the Department of Botany in collaboration with Kerala Organic Development Society has been organising workshop on Mushroom cultivation for the entire students of the college. In the programme more representation is given to female students. The workshop included discussion on the importance of mushroom, its medicinal and food value and its economic importance. The training also involved demonstration on method of mushroom cultivation, procedure that followed in mushroom spawn production, method of media preparation and explant preparation for the *in vitro* culture.





## **8.TRAINING ON MARTIAL ARTS**

Recognising the importance of martial arts for the mental and physical wellbeing of women a training programme on martial arts was arranged for the entire students of the college by NCC on 10-17-2018. A training on karate was also arranged on the same day as karate was considered much better for improving the overall body fitness and awareness. The programme involved both theoretical and practical session and also highlighted the importance of meditation and self-respect.





Training in 'KALARI'

## 9. TRAINING ON CULINARY ARTS

Training on culinary arts is provided to students to inculcate operational, technical and managerial skills to excel in the culinary sector of the hospitality industry. Culinary arts course trains aspirants to prepare, cook as well as present food/ meals in an effective and attractive manner. Interested students are given admission to this course in which majority of the participants were ladies. Both theoretical and practical session are arranged for the students. At the end of the programme, a food fest is arranged in the campus to showcase the variety of food items prepared by the participants.





**Food Fest**



## SEMINAR ON WOMEN EMPOWERMENT

A seminar on Women empowerment was arranged under the initiative of centre for women empowerment, on 8-11-2017. Smt. M.C Josephine, chairperson, Kerala state Women Commission was the resource person. Resource person reiterated the need for women empowerment on a patriarchal society and stated that even government is underestimating the role and value of women in such a society. The programme was arranged in connection with 'Keralapiravi' celebrations of the college. Ms Neha Saxena, cine artist was the chief guest of the day.



## TRANSGENDER AWARENESS PROGRAMME

A social awareness programme on transgender was conducted create awareness about the issues that transgender people face in their day to day life. The programme was conducted by Women cell of Nirmala College, Muvattupuzha. The resource person was Shyma S Prabha, Transgender Cell Project Officer. The aim of the programme was to discuss the problems relating this community such as gender issues, cross dressing, discrimination in society and other social problems. It was an opportunity for the students to learn about their issues and to remove the inhibitions towards this community. It also helps the students to raise voice for such marginalized group.



**Social awareness program on Transgender's problems**

## SEMINAR ON HEREDITARY RIGHTS OF WOMEN

Women cell organized a one day seminar on “Hereditary Rights of women on 09 March 2015. The resources person of the day was Adv. Micheal Thekkel Govt Pleader HighCourt, Kerala. This awareness programme was conducted for women in the adopted village, Avoly Panchayath. The seminar focused to elevate the general knowledge of women in the society about their hereditary rights. Women’s right to property has been recognized as an important development issue. Property rights for women can have an impact on decision making, income pooling, acquisition, and women’s overall role and position in the community. By acquiring the knowledge on the hereditary rights for women, their lifestyle can be changed and thus moving a step towards gender equality



**REPRESENTATION OF WOMEN IN COLLEGE UNION**

## REPRESENTATION OF WOMEN IN COLLEGE UNION

Election to the college union in every year is conducted in the college according to the provisions laid down by MG University. The mode of election opted for the college is either presidential or parliamentary system of election. Nirmala college, Muvattupuzha conducts election to the college union under parliamentary system strictly abiding the rules laid down by honourable justice Lyngdoh committee report and the regulations of Mahatma Gandhi University. The college union executive is elected from the electoral college consisting of a boy student and a girl student elected through secret ballot from all classes. Nirmala, being a mixed College, the union shall consist of a vice chairperson and two representatives from among the elected female representatives. Moreover, female representatives in electoral college can contest for all other posts in the college union executive. In addition to these, female students hold the post of association secretaries in a good number of departments.



The directives of the Supreme Court in SLP No.24295/2004 shall be supplementary to the clauses contained in the constitution for College Unions and the rules for the conduct of elections to College Unions contained therein and the same shall supersede any of the clauses that are inconsistent with the directives.

## MAHATMA GANDHI UNIVERSITY

### Constitution for College Union and Rules for elections as per parliamentary mode (clause 6.2.3&6.2.4 of the JM Lyngdoh Committee Report)

(Framed under Clause 7 of the Bye-Laws of the Mahatma Gandhi University Union)

Each College affiliated to the Mahatma Gandhi University shall have a College Union for Students duly constituted as prescribed hereunder.

- 1. Objectives:-** The objectives of the Union shall be
  - (a) to train the students of the college in the duties, responsibilities and rights of citizenship,
  - (b) to promote opportunities for the development of character, leadership, efficiency, knowledge and spirit of service among students,
  - (c) to organise debates, seminars, work squads, touring parties and such other functions; and
  - (d) to encourage sports, arts and other cultural, educational, social or recreational activities that are incidental and conducive to the above objects.
- 2. Membership:-** All the students enrolled in the college shall be members of the Union. They shall have the right to vote and contest in all the elections to the college Union.
- 3. Term:-** The tenure of office of the College Union shall be one academic year, i.e., from 1<sup>st</sup> June to 31<sup>st</sup> May.
- 4. Funds:-** The College shall institute a 'College Union Fund'. It shall collect the prescribed fees from students towards Union activities along with the first instalment of tuition fees at the beginning of each academic year and shall credit the same to the College Union Fund.
- 5. Associations:-**
  - (a) The College may have one or more associations subordinated to the College Union according to different subjects and languages taught at the Degree and Post-Graduate level in the College, or as necessitated by the circumstances in

the College and a student can be a member of one or more associations depending on his subjects of study.

(b) The College Union may also organise various forums or clubs like Social Service League, Planning Forum, etc.

**6. Executive Committee:-** The College Union shall have an Executive Committee consisting of:-

- (1) The Chairman.
- (2) The Vice-Chairman.
- (3) The General Secretary.
- (4) The Councillor(s) to the University Union.
- (5) The Editor of the College Magazine.
- (6) The Arts Club Secretary.
- (7) The Secretary for Sports.
- (8) One member representing the students of each year of Degree and Post-Graduate Courses, elected by and from among the class representatives of the respective years of Degree/PG Course.
- (9) Two Lady Representatives, elected by and from among the elected lady class representatives, in the case of mixed colleges.
- (10) One member representing the students belonging to the Scheduled Castes or Scheduled Tribes to be nominated by the Executive Committee in case none of the elected class representatives belong to S.C./S.T.
- (11) The Honorary Treasurer and Staff Adviser (Ex-Officio)

**7. The Chairman:-** The Chairman shall be elected by and from among the elected class representatives of the College. The Chairman shall preside over all meetings and other functions of the Union and regulate and control the meetings. In the absence of the Chairman, the Vice-Chairman shall preside at the meeting. If both the Chairman and Vice-Chairman are absent, the members present shall elect one from among themselves as the Chairman for the meeting.

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**N.B.** The Chairman as a member of the Executive Committee has a normal vote at the meetings of the Committee. In addition to this he has a **casting vote** under Clause (19) (b) of the Constitution for College Unions. The Casting Vote is to be exercised by the Chairman only when the members of the Committee are equally divided on any particular issue and the Chairman is inclined to take a decision on the question. **Casting Vote may be exercised openly by the Chairman**

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**8. The Vice-Chairman:-** The Vice-Chairman shall be elected by and from among the elected class representatives of the College. In mixed Colleges the Vice-Chairman shall be a lady student.

The Vice-Chairman shall perform the duties of the Chairman in his absence or as per the request of the Chairman.

**9. General Secretary:-** The General Secretary shall be elected by and from among the elected class representatives of the College. He/she shall issue notices for meetings and functions of the Union and keep the minutes and he/she shall generally be in charge of the conduct of all Union activities. The General Secretary shall take steps to carry out the decisions of the Executive Committee and shall be the custodian of all records relating to the Union.

**10. The University Union Councillor(s):-** The Councillor(s) to the University Union shall be elected by and from among the elected class representatives of the College. The number of Councillors from each college will be restricted to one where the strength of the students is less than 500 and to two where it is 500 or more.

The Councillor(s) elected by and from the elected class representatives will represent the students of the College in the University Union.

**11. The Editor:-** The Editor of the College Magazine shall be elected by and from among the elected class representatives of the College. No student of the final year class of a particular course shall be eligible for election as the Editor of the College Magazine. The Editor shall be responsible for the publication of the College Magazine. There shall be an Editorial Board to help the Editor in the discharge of his duties. The Editorial Board shall consist of:-

- (1) The Principal.
- (2) The Editor (Convenor)
- (3) The Chairman of the College Union.
- (4) The General Secretary of the College Union.
- (5) Three student members to be nominated by the Executive Committee, and
- (6) Two Staff members to be nominated by the Principal.

**12. The Arts Club Secretary:-** The Arts Club Secretary shall be elected by and from among the elected class representatives of the College. It shall be his/her duty to organise activities for promoting the artistic talents of the students of the College.

**13. The Secretary for Sports:-** The Secretary for Sports shall be nominated by the Executive Committee from among the Students of the College. He shall organise activities in the field of sports and games, with the help and co-operation of the General Athletic Committee constituted by the Principal.



**14. Secretaries of Associations:-** Each Association shall have a secretary elected by and from among the class representatives of the concerned subject who shall organise its activities. In a Degree College each subject may have a Subject Association where membership shall be restricted to students studying that subject as the Main subject at the Degree or Post Graduate level. The Head of the Department concerned shall be the **President of the Association**.

**15. In mixed colleges, if there is lack of enough number of lady class representatives to fill up the posts of Vice Chairman and lady representatives the executive committee shall have the power to nominate one lady student as Vice Chairman and two other lady students as lady representatives as the circumstances necessitate.**

**16. Elections:-**

(a) The elections to the College Union be conducted in accordance with the provisions contained in the Rules of Election given as annexure.

(b) If any of the elected office bearers of the College Union, other than the Councillor to the University Union, fails to execute his duties, a member of the Executive Committee shall be nominated by the Principal on the recommendation of the Executive Committee to act in his place.

**17. The Honorary Treasurer:-** The Principal of the College shall be the Patron and Honorary Treasurer of the College Union. He/She can depute a staff member to perform his duties in his absence or if he so desires. The Honorary Treasurer shall be an ex-officio member of the College Union Executive Committee without voting power.

**18. The Staff Adviser:-** It shall be competent for the Principal to nominate a senior member of the teaching staff of the College as the Staff Adviser of the College Union. The Staff Adviser shall be an ex-officio member of the Executive Committee without voting power.

**19. Accounts:-** The funds of the College Union shall be held by the Honorary Treasurer. Expenses of the Union activities shall be met from this fund with the prior sanction of the Executive Committee, except on occasions of emergency. The Honorary Treasurer shall cause to keep regular accounts of the income and expenditure of the Union.

**20. Meetings:-**

(a) The Executive Committee shall meet at least once in two months. For all ordinary Meetings, there shall be a notice of three clear days. Quorum for the meeting shall be not less than one half of the total number of members of the committee.

(b) The Executive Committee shall take decisions by simple majority at its meetings and the Chairman shall have a casting vote.

## **21.Functioning:-**

- (a) The College Union Executive Committee shall formulate the general policy and also guide the activities of the Union. It shall prepare at the beginning of each academic year, an annual financial estimate for all activities of the Union and subordinate Associations or Clubs.
- (b) The College Union shall endeavour to organise a student centre to promote club activities like indoor games, photographic clubs, hobby clubs and so on. The College Union Office shall also be housed here. Where a separate building is not available, the Principal may allocate separate space for this purpose.
- (c) In all matters connected with the College Union, the final decision rests with the Union Executive Committee, but an appeal shall lie to the Patron, when there is a dispute.

## ANNEXURE

### **Rules for the Conduct of Elections to the College Unions in parliamentary mode.**

**1. Except as otherwise exempted by the University the conduct of all elections in the Colleges affiliated to the University shall be held as provided hereunder.**

**2. The Returning Officer:** The Principal of the College or a senior member of the Staff appointed by the Principal and intimated to the University in time, shall be the Returning Officer for all Union elections held in the College. He may appoint the required number of staffs as AROs to assist him in the conduct of election. It shall be the responsibility of the Returning Officer to take all precautionary measures to ensure a peaceful atmosphere in the college campus during election days.

**3. Electoral Rolls:** The Returning Officer shall maintain separate class wise electoral rolls for election of class representatives and office bearers .(The list of elected class representatives shall be the electoral rolls for the election of office bearers ).containing the names of students qualified to vote thereat, serially numbered with details of their class, group, subject, etc. Copies of the electoral rolls should be made available to the students in the office of the Returning Officer.

#### **4. Eligibility to take part in Elections:**

- (i) The names of all the students who are on the admission register of the college on the date of publication of the election notification shall be included in the electoral roll. Only persons whose names are on the electoral rolls shall be entitled to participate in the elections. The students who are in the electoral rolls have to produce photo identity card duly signed by the head of the institution with the seal of the institution before the Presiding Officer for Voting.

Provided however that any student, whose name is subsequently removed from the admission register and thereby ceases to be a student before the date of election, shall be excluded from the electoral roll.

- (ii) The Returning Officer shall make correction, alteration or deletion in the roll provided the requisition for the same is received by him within twenty-four hours of the publication of rolls and further he is satisfied that the correction, alteration or deletion is justified. The Returning Officer may also include the name of any student inadvertently omitted from the original electoral rolls for the class wise elections.

**5. Notification of Election:** The Returning Officer shall under the direction from the University notify the election to the College Union, simultaneously causing it to be displayed in the College Notice Boards. The notification shall be issued within 10 (Ten) clear days before the date of the Poll. The notification shall contain the programme of the class wise election and office bearer's election having the following details.

**I Election of class representatives**

1. Date of Notification : Not less than 10 (Ten) clear days before the date fixed for the Poll.
2. Date of Publication of class wise Electoral Roll : Succeeding working day from the date of Notification.
3. Last Date and Hour for receipt of Nomination for election of class representatives : At. 2.00 pm with four clear working days before the day of election.
4. Scrutiny of Nomination filed for election of class representatives : 2.05 p.m. on the same day fixed for the receipt of Nomination.
5. Publication of the list of valid nominations for election of class representatives : Same day fixed for Scrutiny.
6. Withdrawal of candidature : At 11.00 a.m. on the succeeding working day.
7. Polling of votes for class wise election : 9.30 am to 11.15 am with 10 (Ten) clear days from the date of publication of the notification of the election.
8. Scrutiny and counting of Votes of class wise election : From 11.30 a.m. on the day fixed for the Poll.

**II Election of Office bearers**

1. Publishing of electoral roll for election Of Office bearers.(ie the list of elected class representatives ) : 1.00 pm on the date of election of class representatives.
- 2 . Time for filing nominations : 1.30 pm to 3.00.pm. on the same day.
- 3 Scrutiny of nominations for office bearers : 2.05 pm onwards.
4. Publishing of list of valid nominations : 2.20 pm on the same day.

5. Withdrawal of candidature : 2.20 pm to 2.30 pm on the same day.
6. Publishing of final list of contesting candidates : 2.45 pm on the same day.
7. Polling of votes : 3.20pm to 4.00pm.on the same day.
8. scrutiny and counting of votes polled for : 4.10 pm onwards on the same day.

## **6. Nomination of candidates for election of class**

**representatives:** Every elector of each class has the right to elect qualified students to fill the vacancies of representatives. In the case of mixed colleges / mixed classes, they have the right to elect one representative each from each gender of the class. Every nomination shall be in the prescribed form (**specimen form – Appendix A**) and shall be made by an elector in writing and shall be seconded by another elector of the same class. Every such nomination shall be accompanied by the consent of the nominee agreeing to serve on the body, if elected. The Nomination paper in sealed covers must be deposited in a box kept by the Returning Officer in his office within the date and hour fixed for the purpose.

## **7. Scrutiny of Nominations for election of class representatives**

- (i) All nomination papers deposited for election of class representatives in the box provided for the purpose shall be scrutinised by the Returning Officer at the hour on the date prescribed. The candidate or his authorised agent from among the electors alone will be permitted to be present at the time of scrutiny of nominations.
- (ii) The Returning Officer shall examine the nomination papers and shall take appropriate decisions on objections regarding any nomination Paper. No nomination paper shall be rejected on technical grounds.

**8. List of Candidates Validly Nominated for election of class representatives:** For election of class representatives, a class wise list of candidates with their names, class, subject, group etc. whose nominations have been declared valid shall be published by affixing the same on the notice boards in the College for the class wise election.

**9. Withdrawal of Candidature:** A candidate may withdraw his candidature by notice in writing signed by him and delivered in person or by messenger who is one of the electors to the Returning Officer ,within the date and hour fixed for the same. Withdrawal once made shall be final. A Candidate who has withdrawn his nomination shall not be eligible for re-nomination as a candidate for the same election in that academic year.

**10.Final List of Candidates for election of class representatives:** The Returning Officer shall publish after the lapse of time fixed for withdrawal of candidature a final list of candidates validly nominated with the names arranged in alphabetical order together with their class, group, subject etc. for the class wise election.

**11.Declaration of election of validly nominated Candidates:**

- (i) If the number of candidates validly nominated and not withdrawn does not exceed the number of vacancies to be filled by election, such candidates shall be declared to have been duly elected.
- (ii) If the number of candidates validly nominated and not withdrawn is less than the number of vacancies to be filled by the election, such candidates shall be declared to have been duly elected, and the electorate shall be called upon to elect a person(s) as the case may be to fill the remaining vacancy(ies).
- (iii) If the number of candidates validly nominated and not withdrawn exceeds the number of vacancies to be filled by election, then the Returning Officer shall proceed with the election in the manner prescribed.

**12.Voting for class wise election**

- (i) Voting shall be by secret ballot. Printed ballot paper or serially numbered Photostat copies of ballot papers shall be used for polling of votes. No vote shall be castes by proxy. The Poll for class wise election shall begin at 10.00 a.m. on the appointed day and shall close at 11.45pm. on the same day. For the convenience of students and for the smooth conduct of the election, sufficient number of Polling Booths may be arranged. There will be a Presiding Officer and Polling Officers attached to each booth.
- (ii) The Ballot Box sealed or locked (in the presence of the candidates or their agents if so required by them) shall be placed in a convenient place with arrangements for exercising the franchise by the electors by depositing the Ballot Papers through a slit provided in the box.
- (iii) The Returning Officer shall ascertain (a) the identity of the elector before issue of the ballot paper and (b) that the person desiring to vote has not already voted.
- (iv) The name of the person shall be entered upon the serially numbered counterfoil of the Ballot Paper (for specimen see Appendix B) in a ballot paper book which shall be got printed /copiedfor the purpose. The ballot paper corresponding to that counterfoil shall then be torn off after affixing the initials of the Returning Officer thereon and handed over to the member.
- (v) At the time of issuing the ballot paper, the person authorised by the Returning Officer shall tick mark against the name of the elector in a

copy of the electoral roll kept for the purpose and get the signature of the elector in the electoral roll.

- (vi) The elector who has received the ballot paper shall then proceed to a place screened from observation by others, for marking the vote, record his vote in the ballot paper in the manner prescribed and then proceed to the place where the Ballot Box is placed and deposit the same in the Ballot Box.
- (vii) No elector shall be allowed to enter the place arranged for marking the vote when another elector is there and no elector shall remain there longer than is necessary for recording his vote.
- (viii) If an elector is incapacitated from blindness or other physical causes, it shall be competent for him to record his vote by the hand of the Returning Officer.

The Returning Officer shall seal the slit of the ballot box immediately after the polling is over and keep it in safe custody.

### **13.Procedure on counting:-**

- (i) The Scrutiny and Counting of Votes for class wise election and office bearer's election shall be held by the Returning Officer from the hour appointed on the date fixed. The Ballot Box shall be opened at the hour fixed for the purpose and the scrutiny and counting shall begin in the presence of the Returning Officer.
- (ii) No person shall be present at the scrutiny and counting of votes except the Returning Officer and his staff and the candidates concerned. The Candidates (in case they are unable to be present at the counting) may nominate (in writing) a representative (agent) from among the voters in their place to be present at the time of counting.

### **14.Ballot Paper when rejected:-**

#### **(1) A Ballot Paper shall be invalid and rejected;**

- (i) if it does not bear the initials of the Returning Officer; or
- (ii) if a voter signs his name or writes any word or makes any mark on it by which it becomes recognisable; or
- (iii) if the vote is recorded thereon by any mark other than thus 'X' against the name or names of the candidate(s); or
- (iv) if no vote is recorded thereon; or
- (v) if the number of votes recorded thereon exceeds the number of vacancies to be filled; or

(vi) if it is void for uncertainty; or

(vii) if it violates any other law.

- (2) Every Ballot Paper rejected, shall be so endorsed by the Returning Officer and such papers shall be kept separately.

### **15.Recounting:-**

- (i) Any candidate (or his agent) may immediately after completion of the counting request (in writing) the Returning Officer to re-examine or recount the papers of all or any candidate and the Returning Officer shall re-examine and recount the same accordingly.
- (ii) The Returning Officer may at his own discretion recount the votes either once or more than once when he is not satisfied as to the accuracy of any previous count.

**Provided however that nothing in these rules shall make it obligatory on the Returning Officer to recount the same votes more than once.**

### **16. Declaration of Results of class wise election:-**

- (iii) The candidate(s) equal in number to the number of vacancies, receiving the largest number of votes shall be declared duly elected.
- (iv) If two or more candidates receive an equal number of votes and they cannot all be declared elected, the final election shall be made by drawing lots by the Returning Officer.
- (v) The class wise election result shall be published immediately after the counting of votes of class wise election. The elected class representatives form the Electoral College for the election of office bearers. The list of elected class representatives, ie the electoral roll for the election of office bearers should be published in the notice board of the college soon after the declaration of the result of class wise election by the Returning Officer.

### **Procedure for election of Office Bearers of the college Union, lady representatives, Secretaries of Associations and Degree/PG representatives of each year of Degree/PG courses by and from among the elected class representatives**

All formal election procedures and Rules for the conduct of class wise elections should be followed in the case of election of office bearers also. The election process for election office bearers should start at 1.00Pm on the date fixed for it. Modal for ballot paper and nomination form shall be the same as that prescribed for the election of class representatives. However, counter signature of the HOD's concerned may be avoided since the same has already been furnished by them in the nomination for election as class representatives. Only the elected class representatives can participate in the election of office bearers. The returning officer should publish the list of elected office bearers of the new college union in the notice board of the college. All complaints regarding the college union



election must be entertained by the Returning Officer/Grievance Redressal Cell in time as envisaged by the JM Lyngdoh Committee report.

**16.Objection:-** Objection to the election, if any, shall be made in writing to the Vice-Chancellor of the University so as to reach him within seven days after the declaration of the results of the election and his decisions after causing an enquiry to be made as he may deem fit, shall be final.

**17.Preservation of election Papers:-** All papers connected with the conduct of Union elections (Electoral Rolls, Nomination Papers, Used and Unused Ballot Papers, etc.) shall be preserved by the Returning Officer in a box locked and sealed in the presence of the candidates or their agents if present, for a period of one month after the declaration of the results, or if any dispute arises regarding the election until it is disposed off.

**18.Miscellaneous:-**

- (1) Students shall desist from disfiguring any class rooms, compound walls and buildings in the college campus by pasting of posters or writing on the walls as part of their election campaign. They shall not disfigure the compound walls of neighbouring buildings as well.
- (2) Election campaign/propaganda in the College Campus shall be limited to the issue of pamphlets and bit notices, display of banners and posters and conducting group meetings to present the candidates.
- (3) Persons who are not on the rolls of the college register shall not take part in the propaganda work in the College Campus.
- (4) Students shall not arrange for election propaganda/campaign meetings in the College Campus during working hours except with the specific sanction of the Principal.
- (5) There shall not be any sort of canvassing/propaganda in the College Campus on the day fixed for the Poll till the election results are announced.
- (6) Students shall not use loudspeakers/amplifiers in connection with the College Union election campaign/propaganda.

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Sd/-

REGISTRAR

# **SWATCH RANKING AND SWATCHATHA RALLY**

## SWACHH RANKINGS

Several measures have been undertaken by the college for maintaining its natural vegetation and also for preserving cleanliness. Both NCC cadets and NSS volunteers actively participated in the Swachh Bharat Internship programme. Swachhata Rally has been organised by the college every year to create awareness among the students and public about the need for preserving environment, protecting water resources and the need for proper water management in which the entire faculty and students actively participate. The college has two acres of organic farm where crops like tapioca, vegetables, plantain etc. are cultivated by the students. The college has pedestrian friendly paths with trees along the sideways for shade. A proper waste management system has been adopted by the institution for several years. Energy consumption in the campus is carefully monitored. Solar panels are installed in the campus which generates income regularly. As an appraisal to these initiatives the college was shortlisted in the National level Swachhata Ranking in 2017, and 2019 and Swachhata inspection was done in the institution during these years.







## SWATCHATHA RALLY

To highlight the importance of cleanliness and also to make the public aware about the need and importance of proper waste management, water and energy conservation Swatch Bharath rally is conducted every year under the initiative of NCC and NSS units in which entire students of the college actively participates. The students of Nirmala Higher Secondary School and SNDP Higher Secondary School, Muvattupuzha also participates in the Rally. In the rally students carry placards pinpointing the importance of personal hygiene, waste management, water conservation, waste water management and social commitment to clean the environment. Rally covers places such as KSRTC junction, post office junction, Kacherythazham, Nehru Park, Velloorkkunnam signal junction, Market road and Chalikkadvu Bridge which covers nearly eight kilometres.





**Swatchatha Rally**

# **WORKSHOP ON SOLAR LED MAKING**



## **INITIATIVES FOR CONSERVATION OF ENERGY & PRESERVATION OF ENVIRONMENT**

### **WORKSHOP ON LED BULB MAKING**

Several programmes have been undertaken for conservation of energy and preservation of environment under the initiative of the Department of Physics. The light-emitting diode (LED) is one of today's most energy-efficient and rapidly-developing lighting technologies. Department of Physics has conducted a workshop on Green Energy in which the students were given training on fabrication of LED on 7<sup>th</sup> August 2015. Dr.S. Sankararaman, Faculty, Department of Physics was the resource person. Training on LED fabrication was later extended to the public and also to other nearby institutions. Dr. S. Shankararaman served as a resource person for other colleges and block Panchayaths. This programme has been organised on a regular basis from 2015 onwards.





## **SOLAR POWERED LED LAMP ASSEMBLY**

As the second phase of providing awareness regarding the importance of environmental protection and energy conservation, the department of physics has arranged training programme to the students of various departments of the college for making solar powered LED lamp. The programme was arranged as part of Gandhi Solar Yatra on October 2, 2019 in collaboration with IIT Bombay. For this event, faculty of the department attended online course and get trained. The program could benefit a lot of students and the students have become solar ambassadors as well as have gained technical skill in Solar powered LED assembling. The program extended to the nearby schools, where the high school and higher secondary students attended the program and getting benefitted. Nearly 300 school children are being trained on various days. The training includes an awareness talk, pledge, printed materials, familiarization of the solar lamp kit tools and help them in assembling the Solar lamp. Through this program students are getting knowledge on the consequences of climate change and the effective utilisation of solar energy for future.





**Solar powered LED Lamp assembly training**

**RESTORATION PROGRAMME OF SANTHUKADU SREE  
DURGA BHADRANAGA TEMPLE SACRED GROVE**

## RESTORATION PROGRAMME OF SANTHUKADU SREE DURGA BHADRA NAGA TEMPLE SACRED GROVE

As part of environmental conservation and restoration the Department of Zoology has made an effort to conserve the biodiversity of Santhukadu Sree Durga Bhadra Naga Temple Sacred Grove near Thodupuzha. During past, sacred groves were very common in Kerala and the quality and extent of such areas were well preserved and maintained. However, during the present period many sacred groves are destroyed which has resulted in substantial reduction in the quality and range of these protected areas. The revival programme initiated by the Department of Zoology is an excellent example of protecting the flora and fauna in that locality. The programme was initiated by the department in 2011 in collaboration with the Travancore Devaswam Board Temple Authorities and Social Forestry Wing of the Kerala Forest Department, which is continued till date. As part of this programme a team of not less than 100 students and faculty members visit the place every year and engage in various activities like planting of tree saplings, rapid bio diversity assessment surveys, awareness campaigns and seminar etc.





Plate 7. Images of Awareness programme in Santhukad Sacred Grove





# **BUTTERFLY GARDEN**

## BUTTERFLY GARDEN

Many species of butterflies are disappearing due to the loss of natural habitat because of expanding urbanization and business development. For mobilising student participation in biodiversity conservation, an action-oriented programme was conducted by the department of Zoology in collaboration with Kerala state council for science technology and environment, Govt of Kerala from the academic year 2015-16 onwards. The College maintains a beautiful butterfly garden with host plants taken care of by the students and faculty of the Department of Zoology. The programme helped to raise the awareness among students regarding the importance of butterflies in the ecological wellbeing.



**NIRMAL MITHRA**

## NIRMAL MITHRA

Recognizing the importance of inculcating human values among the students and also for building a socially responsible future generation the MHRM department organized a sports fest “Nirmal Mithra” for special school students on 4<sup>th</sup> November 2016. The meet was inaugurated by Mr. Manu Raj, Sub Inspector of Police, Muvattupuzha. Dr. T.M. Joseph, Principal, Nirmala College, Muvattupuzha, presided over the function. Rev. Fr. Mathew Chandrankunnel, Administrator, M.C.A. Block, and Adv. Johny Methippara, President JCA, felicitated on the occasion.







**TRIBAL MEDICAL CAMP AT MAMALAKANDOM**

## TRIBAL MEDICAL CAMP AT MAMALAKANDOM

Tribes are a community with limited access to basic health care facilities and having little knowledge about the diseases they are suffering from. Considering this, a special medical camp was arranged by the NSS unit of the college at Mamalakandom, a tribal area in Kothamangalam taluk from 18th to 24th December 2015 mainly for cancer identification. The camp envisioned equipping the volunteers for facing challenges, problem solving, community living and social interaction. A health survey was also undertaken by the volunteers in the tribal area. The special focus of the camp was to mould a healthy youth for healthy India. The camp was well supported by the Panchayat authorities and the public. Unit Conducted a seminar on cancer during the special camp. More over tribes were also sensitised about cancer through short films, documentaries, video and PowerPoint presentations on Cancer, its causes, treatment, and the emotional relationship we should have towards the cancer patients.





# **RESCUE OPERATIONS**

## RESCUE AND RELIEF OPERATIONS

The year 2018 is considered as the darkest period in the history of Kerala. The heavy rain and land slips had resulted in sudden large outburst of floods that severely affected 13 districts out of 14 districts in Kerala. It is reported that around 500 people had lost their lives and the estimated property loss is around Rs 20000 crores. So, it is the duty of each individual to raise Kerala from this unexpected curse of Nature. The students of Nirmala college under the leadership of NSS and NCC was actively indulged in the activities for re-building Kerala to its previous glory. The activities included rescue operations, distribution of flood relief materials, series of cleaning, chlorination, medical camp and a survey.

The rescue operations were under the leadership of NCC unit of the college and was carried out in and around Muvattupuzha municipality and Avoly panchayat. The cadets rushed for rescue operations at night, when the situation worsened. NCC Cadets helped to evacuate the patients from Nirmala Hospital and for disconnecting the electric supply and switching on the hospital generator. Using social media and seeking support from the fire and rescue team at Muvattupuzha, cadets conducted rescue mission till 16 August 4am.

### RESCUE OPERATIONS UNDER THE LEADERSHIP OF NCC UNIT OF THE COLLEGE



## DISTRIBUTION OF FLOOD RELIEF MATERIALS

Students of Nirmala College helped to distribute flood relief materials to several camps in flood affected areas of Cheruthoni (Idukki), Chalakkudy (Thrissur) Aluva, Paravoor (Ernakulam), and Chengannoor (Alappuzha). All the families in the relief camp were given a kit of groceries for one-week, new clothes, blankets, medicines, sanitary napkins, pillows and bags. All the faculty and students of the college contributed enormously to assist the flood victims.



## CLEANING AND CHLORINATION

The cleaning activities of the houses affected by flood was carried out under the initiative of NSS. It was the toughest job as the removal of mud stricken on the walls was hard to remove. The students of Nirmala were actively involved in the cleaning process. Along with cleaning, every equipment of the houses was arranged in an orderly manner. The presence of venomous snakes and other reptiles increased the risk of the job. The great management scheme helped to complete the cleaning of one house per day. All the houses cleaned were chlorinated as per the instructions given by the authorities in this regard.





# **MID-DAY MEAL PROGRAMME**

## FOOD PACKET DISTRIBUTION-MID DAY MEAL PROGRAMME

With the aim of inculcating human values and also a spirit and emotion towards the needy and the deprived, NSS unit of Nirmala College together with CSM, collected food packets from the student community of the college from 2012 onwards. The food packets were collected and distributed on every Friday till 2018 which was later distributed on working day from 2018 onwards . The collected food packets were distributed to the inmates of two charity homes, Vimala Bhavan Anikadu, Snehagiri, Vazhakulam and to the needy of Govt. Hospital, Muvattupuzha. Vimala Bhavan and Snehagiri are two charity homes that specially undertake the care and responsibility of the sidelined members of the society especially orphaned mothers and children. Providing food is the best expression of our love and concern for the deprived. So the students arranged special boxes in front of the college and collected the packets without failure.





## **NIRMALA HASTHAM**

“Nirmala Hastham” followed by the tagline “Give a Hand, Give a Life” is regarded as the greatest charity programme in the history of Nirmala College organized by the NSS Volunteers, for providing noon meals for above 150 physically and mentally challenged orphans every day in which entire students of the college participates actively. Each day the college works, the students bring food boxes with noon meals to feed all the inmates of the providence home, Karakkunnam, Kothamangalam. The programme was officially started on 22 February 2018, and on the first day the Sr. Elsitte of the providence home came up and appreciated for initiating and conducting such a programme. A permanent stall was set up in the college for collecting the food, monitored by the Volunteers. The boxes are circulated on a routine basis, and is ensured that each and every student of the college contributes to this charity programme without any inconveniences. All the students have done their level best to take a part in it. There was huge and strong support from the teaching staffs as well as the management. What make this programme distinct from others is that, it is not made just for a day, or a week, or a month, or a year, But for each and every day, as long as the college exists. By the end of the academic year 2018-19, around 3124 food boxes were collected as a part of the scheme.





**Nirmala College, Muvattupuzha**

**National Service Scheme**

**നിർമ്മല റസ്തം**

**"GIVE A HAND, GIVE A LIFE"**



**SOFT SKILL DEVELOPMENT PROGRAMMES**



### **SKILL DEVELOPMENT PROGRAMME-15-8-2014**

For developing soft skills and professional ethics among the students, the department of commerce conducted a workshop for the graduate and post graduate students on 15<sup>th</sup> August 2014 at Bishop Punnakkotil Hall by RES POPULAS, a Career Guidance team from Cochin. The programme covered various topics related to communication, interaction, group discussion, interview techniques and problem solving. The students were divided into 20 groups and specific tasks were assigned for each group for enhancing their skills. Group activities enabled the students to improve their leadership and inter personal skills. About 230 students participated in the programme.

### **PREPLACEMENT TRAINING-6-11-14**

Various pre placement trainings have been arranged by the Department of MHRM on 6-11-14 to 8-11-14. The sessions were taken by Sri.Harikumar P.V, Trainer and Jojo Joseph. The training helped the students to excel in various interviews and recruitment processes. The students were also motivated through counselling to boost their morale.



## PERSONALITY DEVELOPMENT PROGRAMME 8-01-2015

A personality development programme was organized for the second and third year Communicative English Students on 8 and 9 January 2015. The classes were led by two eminent resource persons Mr. Deepak Cherkott and Mr. Jaison George from Success Mine Training Factory, Muvattupuzha. The main contents of the training programmes were focused on the topics like goal setting, time management, correcting the way, listening skills and team work, importance of being responsible etc. All students were divided into groups and different activities were given to students and all students actively participated individually and as a team.



### **SOFT SKILL PROGRAMME-20-10-16**

The department of Zoology organized a soft skill programme on “Seven Steps to Success” on 20 December 2016. The programme was led by Prof. Kochuthressia Thomas (Former Head, Department of Zoology, Newman College Thodupuzha). She has presented seven steps to be followed by a student to achieve his/her goal. Step 1: Set Your Goal. Start by setting your goal. ...Step 2: Commit. See your goal as a journey that has your intention waiting for you at the end of it. ...Step 3: Make Adjustments. ...Step 4: Be Consistent. ...Step 5: Expect to Succeed. ...Step 6: Take Pride. Step 7: Perseverance. The programme was chaired by Dr. T.M. Joseph, Principal Nirmala College.



## **SOFT SKILL TRAINING PROGRAMME ON HR PRACTICE IN EMPLOYEE RELATIONS 27-10-2016**

The department of management studies (MHRM) conducted a very enlightening training programme on "HR Practices in Employee Relations" on 27<sup>th</sup> October 2016. Mr. Joshy Paul (GM, Jubilee Mission Hospital, Trissur), Rev.Fr. Sebastian Nazhiyampara (Chairman, Peoples Diary Development Project, Kalady), Ms. Cincy Babu Varghese (Co-Founder, Backeys, Ernakulam), Mr. Jobin James (HR manager Popular Hyundai and JCB) were the resource persons. The training focused on the importance of the HR intervention in an organization, marketing and managing strategies, the strategies to be followed in order to maintain the family atmosphere, expectations of the companies about HR, practical aspects of the HR field and the basic informations and activities which should be known to a HR manager, importance of sticking on with professional ethics related practices etc. The resource persons were capable enough to clarify the doubts of the students from their personal experience and with reference to the organisation to which they belong to. It was a practical exposure to the students to manage an event.



**Mr. Joshy Paul leading the session**



**Rev. Fr. Sebastian Nazhiyampara leading the session**



## **SOFT SKILL DEVELOPMENT PROGRAMME**

Interactive English Programme is a soft skill development programme offered by the Department of English. The expected outcome of the programme is the development of the four different skills of language. Listening, Speaking, Reading and Writing Skills are given equal importance. The programme is offered for the undergraduate students from 2014-15 onwards.



## SOFT SKILL DEVELOPMENT PROGRAMME IN SPOKEN HINDI

To enhance the working knowledge in Hindi, the department of Hindi conducted a soft skill development programme in Spoken Hindi which included conversation practices, drama, mock interviews and grammar classes. After the programme written and practical examinations were conducted and on the successful completion of the programme certificates were distributed to the students.



## MANAGERIAL SKILL DEVELOPMENT PROGRAMME-2-08-17

On 2<sup>nd</sup> August 2017 a soft skill development programme has arranged by MHRM Department. Mr Binson George, Director and Admin, Exports Brahmins India PVT Ltd was the resource person. The session covered areas like soft skills for employability sector, spoken English and communication skills, tele communication skills, team management techniques, professional ethics etc



### **SOFT SKILL DEVELOPMENT PROGRAMME -4-12-17**

A soft skill development programme covering the areas like communication skills, presentation skills, time management skills etc was organised by the MHRM Department on 4-12-17. Mr.Prasidh Prasad, Phoenix Career Mentors, Angamaly was the resource person .The training also covered the areas like body language, group discussion, interview skills, preparation of CV, emotional intelligence skills and various activities related to soft skills.

