





# ACADEMIC CALENDAR & STUDENTS' HANDBOOK 2018-2019

# MARKAZ

## ARTS AND SCIENCE COLLEGE ATHAVANAD

(Affiliated to the University of Calicut)

P.O.KARTHALA, ATHAVANAD, PIN: 679571, MALAPPURAM DT., KERALA

Tel:04942608355

web: www.markazcollege.ac.in e-mail: markazcollege@gmail.com





## PERSONAL DATA

.Class No
Bus No

## **COLLEGE WORKING HOURS**

Class: 9:45 am to 3:30 pm Office / Library : 9:30 am to 4:30 pm

## THE PRAYER

In the name of The God, Most Gracious Most Merciful Praise be to The God, Lord of the Worlds: Most Gracious Most Merciful; Master of the Day of Judgement Thee alone we worship Thee alone we ask for help. Guide us to the straight path. The path of those on whom Thou has been gracious, Not of those who have incurred Thy displeasure, Nor of those who have gone astray.

## **PLEDGE**

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

#### **VISION**

Our Vision is to build a knowledgeable society by effectively blending quality teaching, research and employability there by developing confident and responsible citizens who aspire to achieve their full potential. The institution is committed to create an environment to nurture students from diverse backgrounds, minorities and backward classes in particular.

#### MISSION

Our Mission is embossed in the logo "Lead us to thy light". it is guided by the following objectives:

- Equal opportunity for all irrespective of religion and caste.
- Academic excellence with character development.
- Equip students with the skills needed to adapt to the changing global scenario and gain access to various career opportunities.

## **PROFILE**

The college was established in 2003 at Markaz campus as one of the most important educational missions of Markazu Tharbiyathil Islamiyyah Society. The college envisages offering innovative and fruitful courses to lead new generations to brighter future. Markaz Arts & Science College aims at moldings tomorrow's leaders who are intellectually competent, spiritually matured, psychologically strong, physically healthy, and socially acceptable. We envisage a society with full of love, truth, justice and peace. The students must be able to meet the challenges of the new era, with brilliance in technology and theory.

The college is located at Karthala 5.5kms away from Kuttippuram and 5 kms from Valanchery. The doors of the institutions are open to all students, irrespective of cast and creed.

Markazu Tharbiyathil Islamiyyah is a charitable Society, established in 1994 under the patronage of Janab Syed Mohamed Ali Shihab Thangal. In its attempt to spread religious and moral values in society, the trust holds the parentage of a wide range of educational institutions. The sprawling 30 acre Markaz campus has achieved a continuing snowball progress and is aspiring to move far ahead. This greenish and spacious campus has established centers of knowledge in various areas. B.Ed., T.T.C, higher secondary, Islamic studies etc.

Chairman : Sayed Hyder Ali Shihab Thangal

Gen. Secretary : P. K. Hamza Kutty Baqavi College Principal: Dr. C. P. Mohamed Kutty

## **COLLEGE GENERAL RULES**

- I. The spirit of life in the college must be unity, mutual trust and cooperation between the students, staff and management.
- II. Students shall behave well-disciplined in and outside the campus.
- III. Every student must make it a point of his / her personal duty to attend the class daily and punctually. They are expected to be in the class at the first bell and wait for the teacher.
- IV. No student shall leave a class without the permission of the lecturer or until the class is dismissed.
- V. When teachers are forced to take leave and absent, students should remain in the class and do the work assigned to them for the period or go to the general library. No student should be seen outside the class room during class hours.
- VI. Students will not see visitors during the class hours. The students or those residing in hostels are not allowed to see their visitors in the college. Letters addressed to the college will not be delivered to the students. They will have their letters and communications addressed to their homes.
- VII. Students shall wear college uniform on all college days. In other occasions students are expected to dress modestly. Tights, mini skirt, flimsy clothes, short tops, sleeveless and deep neck lines will not be allowed.
- VIII. No matter of publication in the Newspaper, Magazine, Journals or Notice may be submitted in the name of the college without the permission of the Principal.
- XI. No meeting shall be held in the College building or anywhere in the college premises without the permission of the Principal
- X. Megaphone, Loudspeakers, Radio Camera etc. should not be used and notices, posters, banners or board shall not be displayed or distributed in the campus without permission.

- XI. Bringing & using of mobile phone, Lap, Tab etc. in and around the campus is strictly prohibited.
- XII. Students who use vehicles should keep the vehicle on the left side of the college.
- XIII. Loss or damage caused to building, furniture, tools and apparatus of the college due to violent action of students will be made good by imposing collective fine on all the students of the college.
- XIV. Keep the College furniture and other equipment of the college neat and in the serviceable condition. Do not disfigure wall or furniture with any writing and engraving. Any loss or destruction to college properties will be changeable individually or collectively as the case may be.
- XV. Students shall always carry identity cards with them.
- XVI. Student shall not participate in organizational activities of the student organizations directly or through their member students in the campus.
- XVII. Incidents of Ragging or any such indecent behaviour of any student to the fellow student involving physical or mental assault should be treated as a criminal offence, punishable under the provision of the Criminal procedure code. Hence students are warned from any act of vandalism being committed under the pretext of ragging and will not be tolerated at any cost. Those who indulge acts ignoring this warning should have to face drastic punishments including their summary dismissal from the rolls and even recommendation for police action. Students are strictly warned that there would be no warning in this matter and Court / University directions will be followed. Students shall not take part in activities against the authorities of the college.
- XIII. Students who do not abide by the rules will be seriously dealt with including removal from the rolls.
- XXI. Vehicles are not permitted into the campus. Those who bring with prior permission should keep it in the designated parking area.

## **DRESS**

Uniform is compulsory for all students on all days. Both boys and girls are strictly advised not to wear tight fitting garments. Girls are allowed to wear only churidars and boys are not allowed to wear T-shirts. Vulgarity is not allowed in the name of fashion.

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"Verily never will Allah change the condition of a people until they change what is in themselves"

Holy Quran

"Whoever goes out in search of knowledge is in the path of God, till he returns"

Hadith

▶STUDENTS' HAND BOOK•

OFFICE BEARERS AND SUB - COMMITTEE MEMBERS			
DISCIPLINE	MR. MOHAMMED SHAFI.C.C., CONVENER		
	MEMBERS		
	MR. SHIHAB VV		
	MOHAMMED SHAHID		
	MR. MUHAMMED JASEEL .A		
	MR.SULFIKARSHAFI		
	MR. YASAR ARAFATH		
	MR. SHARAFUDHEEN.V.T		
	MRS. ARIFA.P.P		
	MRS.RAJI.N.P		
PTA	MRS. UMMU JALEELA.K.K		
PIA	DR.C.P. MOHAMED KUTTY,PRINCIPAL (PRESIDENT)		
	MR. ABOOBACKER.K.K, (VICE PRESIDENT)		
	MR, MOHAMMED SHAFI, C, C (SECRETARY)		
	MR. KM ABDUL GAFOOR		
	MR. SALMANUL FARIS.C (COMMERCE & MANAGEMENT)		
	MRS. ARIFA.P.P (DEPT.OF BIOCHEMISTRY)		
	MR. SALMAN KURSHID (DEPT.OF PHYSICS)		
	MR. ASHRAF (PARENT)		
	MR. ABDUL NASAR.KT (PARENT)		
ANTI DAGGING	MR. K.K KAMARU ZAMAN (PARENT)  DR.C.P. MOHAMEDKUTTY.PRINCIPAL (CHAIRMAN)		
ANTI RAGGING	MR. YASAR ARAFATH.N, (HoD, DEPT.OF COMMERCE & MANAGEMENT) (CONVE		
MONITORING CELL	THE STATION HOUSE OFFICER, POLICE STATION, VALANCHERY		
	THE VILLAGE OFFICER KATTIPPARUTHI		
	MR. MOHAMMED SHAFI C. C. (HoD, DEPT.OF ENGLISH)  MRS. SEENA.P., (HoD, DEPT.OF BIOCHEMISTRY)		
	MR. SHIBIN.P, (HoD, DEPT.OF CHEMISTRY)		
	MRS. HASNA V.K., (HoD, DEPT.OF BIOCHEMISTRY)		
	MR. MUHAMMED JASEEL.A, (HoD, DEPT.OF MICROBIOLOGY		
	MR. MUHAMMED SAHID.K.P., (HoD, DEPT.OF PSYCHOLOGY)		
	MR. KM ABDUL GAFOOR, (NON TEACHING STAFF)		
	MR. ABOOBACKER.K.K (PTA REPRESENTATIVE )		
	MR. MUHAMMED JABIR (STUDENT) MR. MUHAMMED RAMEES(STUDENT)		
COLLEGE COUNCIL SECRETARY	MR. MOHAMMED SHAFI C. C		
IQAC COORDINATOR	MR. MUHAMMED ASHIK SULTHAN		
STAFF ADVISOR TO COLLEGE UNION	MR. SHARAFUDHEEN.V.T		
NSS PROGRAMME OFFICER	MR. YASAR ARAFATH .N		
NAAC COORDINATOR	MR. ABDUL SALAM MATTATH		
STAFF CLUB SECRETARY	MRS. ARIFA.P.P		
TIME-TABLE/CALENDAR COORDINATOR	MRS. JASEEDA.P.P		
BIODIVERSITY CLUB COORDINATOR	MR. MUHAMMED ASHIK SULTHAN		

## ◆STUDENTS' HAND BOOK ◆¬

VIMUKTHI CLUB & SIP COORDINATOR	MR. SHARAFUDHEEN.K	
E.D. CLUB COORDINATOR	MR. MOHAMED ASHIK SULTHAN	
ENERGY & ENVIRONMENT CLUB	MR. SALMANUL FARIS	
STUDENT'SCOUNSELLING CELL	MS. ASWATHY.O.K	
PRE MARITAL COUNCELLING CELL	MR. MOHAMMED SHAHID	
	MR. SALMAN FARIS.M	
AISHE NODAL OFFICER		
CSS COORDINATOR ANTI-RAGGING SQUAD	MRS. SHAMLA.A.K	
ANTI-RAGGING SQUAD	MR. MOHAMMED SHAHID (CONVENOR)	
	MEMBERS	
	MR. MUHAMMED JASEEL .A	
	MR. JAVED RAMZAN .T.K	
	MRS. JAMEELA.T	
	MRS. RAJI.N.P	
	MR. SHARAFUDHEEN.K	
	MR. SHARAFUDHEEN.V.T	
	MR. ASKAR ALI.M.T	
	MR. SHIHAB VV	
	MR. MUHAMMED BASHEER.P.P	
LIBRARY ADVISORY	MR. MUHAMMED RIYAS.P(SECRETARY)	
	MEMBERS	
	MRS. SEENA.P	
	MRS. JASEEDA.P.P	
	MRS. SAHEERA P	
	MRS. MUBEENA THAIKKADAN	
GRIEVANCE REDRESSAL	DR.C.P. MOHAMED KUTTY,PRINCIPAL (CHAIRMAN)	
	MEMBERS	
	MR. MOHAMMED SHAHID	
	MR. ABDUL SALAM MATTATH	
	MRS. JAMEELA.T	
	MR. MUHAMMED JABIR(STUDENT REP)	
SCHOLARSHIP CELL	MR. MUHAMMED JASEEL .A	
WOMEN DEVELOPMENT CELL	MS. ASWATHY .M	
INTERNAL EXAMINATIONS	MRS. ARIFA.P.P	
	MR. MUHAMMED BASHEER.P.P	
HYGIENE MAINTENANCE	MRS. SHAMLA.A.K(CONVENER)	
	MR. ABDUL GAFOOR	
	MRS. YASMIN.P	
ADMISSION	DR.C.P. MOHAMED KUTTY,PRINCIPAL (CHAIRMAN)	
	MR. SALMAN FARIS.M (NODAL OFFICER)	
DROPOUT MANAGEMENT	MS. MUHSINA.C.P	
	MRS. JASEELA.K.P	
	MRS. HASNA.V.K	

HARASSMENT	MRS. ARIFA.P.P(CONVENER)		
	MRS. UMMU JALEELA.K.K (STUDENT WELFARE		
	DEAN)		
	MEMBERS		
	MRS.SUMAYYA.K.T		
	MRS. JAMEELA.T		
	MRS. SAHEERA P		
	MRS. VIJEESHA.S.V		
	MRS. MUBEENA THAIKKADAN		
	MS. ASWATHY.O.K		
FINE ARTS SAMITHI	MRS. FASEELA.M.P		
FINE ARTS SAMITHI	MR. MUHAMMED JASEEL.A(DIRECTOR)		
	MRS. ARIFA.P.P(COORDINATOR)		
	MEMBERS  MRS EASEELAM R		
	MRS. FASEELA.M.P		
	MS. ASWATHY .M MRS. SHAMLA.A.K		
	MR. SHIHAB VV		
	MRS. VIJEESHA.S.V		
	MRS. HASNA.V.K		
DOCUMENTATION	MRS. SUROOR JAHAN.K.K		
BOOGMENTATION	MRS. JASEEDA.P.P(CONVENER)		
	MEMBERS		
	MR. ABDUL SALAM MATTATH		
	MRS. UMMU JALEELA.K.K		
	MS.THASLEENA.K.K		
	MRS. HASNA.V.K		
	MR. MUHAMMED BASHEER.P.P		
	MRS FATHIMA SUHARA		
COLLEGE PLANNING BOARD			
	DR.C.P. MOHAMED KUTTY,PRINCIPAL		
	MR.AZAD ALI.K.T(SECRETARY MANAGEMENT)		
	MR. MUHAMMED ASHIK SULTHAN(IQAC)		
	MR. MOHAMMED SHAFI C. C (HOD ENGLISH)		
	MR. SHARAFUDHEEN.K(HOD COMMERCE)		
	MR. ABDUL SALAM MATTATH(HOD CHEMISTRY)		
	MR. MUHAMMED RIYAS.P(LIBRARIAN)		
PUBLICATION WING	MR. ABDUL GAFOOR(OFFICE SUPERINTEND)		
	MR. MUHAMMED JASEEL.A (CONVENER)		
	MEMBERS		
	MRS. JASEEDA.P.P		
	MS.THASLEENA.K.K		
	MRS. VIJEESHA.S.V		

## IMPORTANT TELEPHONE NUMBERS

College Office : 0494 2608355

Management Office : 0494 260 8283

Police Station, Valanchery : 0494 2644343

Taluk Office, Tirur : 0494 242 2238

Kuttippuram Railway Station: 0494 2608324

Anti Ragging Help line : 1800-180-5522

→STUDENTS'	HAND	BOOK•
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#### **DETAILS OF TEACHING FACULTIES-2018-19** SLNO NAME DEPARTMENT Dr. MOHAMED KUTTY. C.P. PRINCIPAL M.Sc., PhD, 2 MOHAMMED SHAFT CC ENGLISH(HoD) M.A, B.Ed., Vice Principal 3 Muhammad Basheer P P **ENGLISH** M.A, MA, B.Ed, SET, NET 4 FASEELA M.P. **ENGLISH** M.A Shihah VV **ENGLISH** MA, B. ED, SET 6 Yasmin P **ENGLISH** MA, B, ED 7 Sajitha T **ENGLISH** MA, B, ED 8 Fathima Suhara MA, B, ED **ENGLISH** 9 MA, B. ED Aswathi M ENGLISH Askar Ali MT M.A 10l **ENGLISH** Vijeesha SV MALAYALAM MA, B. ED 111 12 Aboobakar Sideeq M.A, ARABIC 13 Sharafudheen K COMMERCE M.Com

MARKAZ ARTS & SCIENCE C(13) EGE

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SLNO	NAME	DEPARTMENT			
14	Yasar Arafath	COMMERCE	Mcom. MBA, Mphill		
15	Saheera P	COMMERCE	M.Com,Net		
16	Salmanul Faris	COMMERCE	M.Com.		
17	Muhsina EP	COMMERCE	M.Com		
18	Sharafudheen VT	COMMERCE	M.Com		
19	Sulfikar Shafi	COMMERCE	MBA		
20	Raji NP	COMMERCE	M.Com		
21	Shabna K	COMMERCE	M.Com, B. ED		
22	Jameela T	COMMERCE	M.Com., M.com, NET		
24	SEENA P (HoD)	BIOCHEMISTRY	MSc, M.Phil., NET,		
25.	Dr.Sujit	BIOCHEMISTRY	MSc,PHD		

MARKAZ ARTS & SCIENCE C(14)EGE

→ STUDENTS' HAND BOOK →

SLNO	NAME	DEPARTMENT		
26	ARIFA.P.P	BIOCHEMISTRY	M.Sc., M.Phil., NET,	
27	THASLEENA.K.K	BIOCHEMISTRY	M.Sc.	
28	JASEELA.K. P	BIOCHEMISTRY	M.Sc.	
29	SUROOR JAHAN	BIOCHEMISTRY	M.Sc.M.Sc, Net	
30	DEEPIKA C	BIOCHEMISTRY	M.Sc	
31	HARSHA V	BIOCHEMISTRY	M.Sc.	
32	JUMAILA KP	MICROBIOLOGY	M.Sc, Net	
33	MOHAMIMED JASEEL A	MICROBIOLOGY	M.Sc., NET	
34	DEEPA KS	MICROBIOLOGY	Msc, Mphil	
35	SHAMLA AK	MICROBIOLOGY	M.Sc, Net	
36	ABDUL SALAM	CHEMISTRY	M.Sc.	

MARKAZ ARTS & SCIENCE C(15)EGE

STUDENTS' HAND BOOK -

			→ 210NFU12, HAUN ROOK
SI.NO	NAME	DEPARTMENT	
37	RAMEES.P	CHEMISTRY	M.Sc.
38	AYISHA SAFEEDA	CHEMISTRY	M.Sc.
39	SUMAYYA	CHEMISTRY	M.Sc.
40	MUBEENA THAIKKADAN	CHEMISTRY	M.Sc.
41	MUHSINA M.K	CHEMISTRY	M.Sc.
41	HASNA VK	PHYSICS	ME APPLIED ELECTRONICS
42	ARUN.G	PHYSICS	M.Sc.
43	MOHAMMED SAHID	PSYCHOLOGY	M.Sc
44	ASWATHI OK	PSYCHOLOGY	M.Sc
45	Jabir Kp	PSYCHOLOGY	M.Sc
46	UMMU JALEELA	MATHEMATICS	M.Sc
47	Jaseeda pp.	COMPUTER SCIENCE	M.Sc

MARKAZ ARTS & SCIENCE C(16) EGE

## **COURSES OFFERED Under graduate Programme**

Common Course I – English Common Course II- Arabic, Hindi, Malayalam

#### 1.BAPROGRAMME

Core Courses: Functional English with British, American Literature, English Literature and Literary Criticism and theory as complementaries

#### B.Sc. PROGRAMME

Core Courses:

- 1. Biochemistry Core with Chemistry and Microbiology as complementaries.
- 2. Microbiology with Biochemistry, Biostatistics and Computer applications as complementaries.
- 3. Chemistry Core with Physics and Mathematics as complementaries.
- 4. Physics Core with Chemistry and Mathematics as complementaries.
- 5. Psychology Core with Human Physiology and Statistics as complementaries.

## B.Com PROGRAMME

Core Course: Computer Application with

Human Resource Management and Quantitative Techniques for Business as complementaries.

## **BBA PROGRAMME**

With Marketing as Core Course and Managerial Economics, Financial Accounting, Financial Management, Business Regulation and Corporate Regulation as complementaries.

## Post Graduate Programme

- 1. MA English (Language and Literature)
- 2. M.Sc. Chemistry
- 3. M.Sc. Biochemistry
- 4. M.Com (Finance)

# CLASS ADVISORS DURING 2018-19

DEPT	CLASS	NAME OF ADVISOR
	1 BA	ASKAR ALI.T
	2 BA	ASWATHY.M
ENGLISH	3 BA	SHIHAB.V.V
	1 MA	MOHAMMED BASHEER.P.P
	2 BA	MOHAMMED SHAFI.C.C
PHYSICS	1 BSC	SALMAN KHURSHID.P
	2BSC	HASNA.V.K
	3BSC	ARUN.G
CHEMISTRY	1 BSC	MUBEENA THAIKADAN
	2BSC	NAFLABI.C
	3BSC	SUJITHA.C
	1 MSC	HUDA.E.HASSAN
	2 MSC	AYSHA SAFEEDA.M.K
PSYCHOLOGY	1 BSC	JABIR .K.P
	2BSC	JISNA.P.K
	3BSC	MUHAMMED SAHID.K.P
MICROBIOLOGY	1 BSC	SHAMLA.A.K
	2BSC	DEEPA.K
	3BSC	MUHAMMED JASEEL.A
BIOCHEMISTRY	1 BSC	JASEELA.K.P
	2BSC	SEENA.P
	3BSC	THASLEENA.K.K
	1 MSC	ARIFA.P.P
	2 MSC	ATHULYA.K.J
MANAGEMENT	1 BBA	SALMANUL FARIS
		MUHAMMED ASHIK
	2 BBA	SULTHAN
001415005	3 BBA	MUHSINA.E.P
COMMERCE	1 BCOM	SHARAFUDHEEN.VT
	2 BCOM	NIMMI NARAYAN
	3 ВСОМ	RAJI.N.P
	1 MCOM	SAHEERA.P
	2 MCOM	KADEEJATHUL SAJLA

## COLLEGE COUNCIL

The following are the members of the college council, constituted to advise the Principal in all academic and administrative matters of the college.

## **MEMBERS**

1	Dr. C.P.MOHAMED KUTTY	PRINCIPAL
		HOD ,DEPT OF MANAGEMENT
2	MOHAMMED ASHIK SULTHAN	(ELECTED MEMBER)
3	MOHAMMED SHAFI.C.C	HOD. DEPT OF ENGLISH
4	SEENA.P	HOD, DEPT OF BIOCHEMISTRY
5	SHARAFUDHEEN. K	HOD, DEPT OF COMMERCE
6	JUMAILA.K.P	HOD, DEPT OF MICROBIOLOGY
7	HASNA.V.K	HOD, DEPT OF PHYSICS
8	MOHAMMED SAHID	HOD, DEPT OF PSYCHOLOGY
9	ABDUL SALAM MATTATH	HOD, DEPT OF CHEMISTRY
		ASSISTANT PROFESSOR, DEPT OF BIOCHEMISTRY(ELECTED
10	ARIFA.P.P	MEMBER)
11	ABDUL GAFOOR.K.M	OFFICE SUPERINTEND
12	MOHAMMED RIYAS.P	LIBRARIAN

## INTERNAL QUALITY ASSURANCE CELL(IQAC)

IQAC is functioning to ensure continuous improvement in the entire operations of the institution. Conducts Frequent meetings between IQAC and Departmental IQACs on Quality Aspects Recommends actions on the feedbacks to improve quality of Teaching

Learning Processes. The following are the members of the college level IQAC.

Chairman: Dr. C. P. Mohamed Kutty (Principal)

Coordinator: Mr. Mohammed Ashik Sulthan S.L.

(Asst. Professor, Dept. of Commerce & Management)

### Members

- 1.Jb. Hamzakutty Baqavi (General Secretary, Markaz management)
- 2.Jb. Abooyusuf Kurikkal (Managing Committee)
- 3.Jb. Ibrahim Haji (industrial Rep)
- 4.Mr. Mohammed Shafi C. C. (Asst. Professor & Head, Dept. of English)
- 5.Mr.Muhammed Sahid.P. (Asst. Professor & Head, Dept. of Psychology)
- 6.Mrs. Seena P (Asst. Professor & Head, Dept. of Biochemistry)
- 7.Mrs. Jumaila K P (Asst. Professor & Head, Dept. of Microbiology)
- 8.Mr. Sharafudheen.K (Asst. Professor & Head ,Dept. of Commerce)
- 9.Mrs. Hasna.V.K (Asst. Professor & Head, Dept. of Physics)
- 10.Mr. Abdul Gafoor K. M. (Office Superintendent)
- 11.Jb. Mujeeb (Vice President, PTA)
- 12. Union Chairman
- 13. Mr. K P Mohammed Riyas (President, Alumni)

## **ENTREPRENEURSHIP DEVELOPMENT CLUB**

Its aim is to inculcate entrepreneurship qualities among students. It is registered under Department of Industries and Commerce, Govt. of Kerala. Seminars and speeches by eminent persons, face to face interaction with businessmen, industrial visit etc. are arranged for this purpose.

Coordinator: Mr.Sulfikar Shafi, Dept. of Management

## **WOMEN DEVELOPMENT CELL**

A Women Cell is to sort out problems of women facing in the society and in campus in particular and to address the gender related problems in the campus and organizing programmes on gender sensitivity. Other aims and objectives include giving career guidance to girls, functioning of a counseling centre, conducting health awareness classes, arranging classes about community living, conducting seminars on issues related to gender.

Coordinator: **Aswathy.M.** Dept. of English

## STUDENT INITIATIVE IN PALLIATIVE [SIP]

Aim is to create awareness of Pain and Palliative Care among the students and to train them in palliative care. The members are involved in Home care as volunteers and in fund raising for the registered NGOs working in this field.

Coordinator: Sharafudheen K., Dept. of Commerce

## **ALUMNI ASSOCIATION**

The Alumni Association acts as a venue for those who leave the institution after their course ,to recall their student days and to meet to exchange the views. The association conducts Global Alumni Meet and sponsors career counseling programme.

## STUDENTS GRIEVANCE REDRESSAL CELL

The cell is looking at the grievances of students in the campus. This has three levels: teacher concerned, department committee and college committee.

Coordinator: Muhammed Sahid, Dept. of Psychology

## PARENT TEACHER ASSOCIATION

The Parent Teacher Association is a statutorily constituted elected body which aims at the overall development of the college. The main role of the local PTA is to build strong working relationships among parents, teachers and Colleges, in support of students.

Secretary: Muhammed Shafi.C.C, Dept. of English

## **BIODIVERSITY CLUB**

It is registered under Kerala State Biodiversity Board. The club is formed in order to implement programmes to conserve biodiversity in a timely manner.

Coordinator: Ashiq Sulthan.S.L, Dept. of Commerce

## **CAREER GUIDANCE & PLACEMENT CELL**

Career Guidance & Placement Cell is formed in order to guide the students to prospective careers. The cell organizes awareness classes on Career Opporunities with the cooperation of Employment Guidance Bureau, University of Calicut. It also conducts coaching classes on NET, PSC etc

Coordinators:

Muhammed Shihab.V.V Dept. of English

## **VIMUKTHI CLUB**

It is affiliated to Kerala State Excise Department. Vimukthi is an anti-narcotics campaign launched by the Government of Kerala to highlight the seriousness of the situation and to create awareness among the people, especially the youth.

Coordinator: Sharafudheen.k, Dept. of Commerce

## PRE -MARITAL COUNSELING CENTRE

The sub centers sponsored by Department of Minority Welfare, Govt. of Kerala and classes on Preparations ahead of married life, ethical and legal issues in married life, educational and job prospects after marriage, among other things, form part of the counseling programme.

Coordinator: Muhammed Sahid.P ,Dept. of Psychology

## **COLLEGE UNION**

The college union is constituted according to the guidelines issued from the University from time to time. The objective of the union is to train the students in the duties and rights of citizenship, to promote opportunities for the development of character, leadership etc, to organize sports, arts and other cultural / recreational activities and activities that are relevant to the objective of the University Union.

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# DEPARTMENT LEVEL IQAC COORDINATORS

DEPARTMENT	NAME
COMMERCE& MANAGEMENT	RAJI.N.P
ENGLISH	FASEELA M.P
CHEMISTRY	MUBEENA THAIKKADAN
PSYCHOLOGY	JABIR P.K
PHYSICS	HASNA.V.K
MICROBIOLOGY	SHAMLA.A.K
BIOCHEMISTRY	THASLEENA.K.K

# UG PROGRAMMES

## **BA FUNCTIONAL ENGLISH**

#### I SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
Common	ENG1A01	Transactions: Essential English Language Skills
	ENG1A02	Ways With Words: Literatures In English
Second	MAL1AO7	Malayala Sahithyam 1
Language	ARB1A07	communicative Skills In Arabic
Core	FEN1B01	ORAL COMMUNICATION PRACTICE
Complementary	FEN1CO1	LANDMARKS IN ENGLISH LITERATURE

#### II SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
Common	ENG2A03	Writing For Academic And Professional Success
	ENG2A04	Zeitgeist - Readings On Contemporary Culture
Second Language	ARB 2 A 08(1)	Reading Arabic Literature 1
	MAL2AO8(1)	Malayala Sahithyam 2
Core	FEN2B02	COMMUNICATIVE GRAMMAR
Complementary	FEN2CO2	INDIAN WRITING IN ENGLISH

#### III SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
	ENG3A06	SignaturesExpressing The
Common		Self
	ARB3A09	Reading Arabic Literature 2
Second		
Language		
	MAL3A09	MALAYALA SAHITHYAM 3
	FEN3B03	ENGLISH &
Core		COMMUNICATION
		Technology
	FEN3B04	Applied Phonetics
		FOUNDATIONS OF
Complementer	EENSCOS	
Complementary	FEN3CO3	AESTHETICS & CRITICISM

#### IV SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
Common	ENG4 A06	Spectrum: Literature and Contemporary Issu
Second	MAL4A10	Malayala Sahithyam 4
Language	ARB4A10	Culture & civilization
Core	FEN4B05	Introduction ToLinguistics
	FEN4B06	English For Business Communication
Complementary	FEN4C04	Post Colonial Writing

#### **V SEMESTER**

PAPER	PAPER CODE	NAME OF PAPER
	FEN5B07	CREATIVE WRITING
	FEN5B08	Functional English for Print Media
Core	FEN5B09	Theatre for Communication

## -STUDENTS' HAND BOOK-

	FEN5B10	Contemporary Literary and Cultural Theory
Open	PSY5D02	Life Skill Applications

#### **VI SEMESTER**

PAPER	PAPER CODE	NAME OF PAPER
	FEN6B11	English LanguageTeaching
Core	FEN6B12	Functional English for Electronic Media
	FEN6B13	Translation studies
	FEN6B14	Introduction to Film Studies
Elective	FEN6B15 Elective 1	Language for Advertising: Theory and Practical
	FEN6B16 Elective 2	Women Studies
Project	FEN6B16	Project

#### **B.Com**

#### I SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
	ENG1A01	
Common		TRANSACTIONS: ESSENTIAL ENGLISH LANGUAGE SKILLS
	ENG1A02	
		WAYS WITH WORDS: LITERATURES IN ENGLISH
	ARB1A07	
Second Language		Communicative skills in arabic
	MAL1A01	MALAYALA SAHITYA PADANAM I
	BC1B01	MANAGEMENT CONCEPTS & BUSINESS ETHICS
Core		
Complementary	BC1C01	
		MANAGERIAL ECONOMICS

#### II SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
_	ENG2A03	WRITING FOR ACADEMIC AND PROFESSIONAL SUCCESS
Common	ENG2A04	WRITING FOR ACADEMIC AND PROFESSIONAL SUCCESS
		ZEITGEIST - READINGS ON CONTEMPORARY CULTURE
	ARB 2 A 08	LITERATURE IN ARABIC
Second Language	MAL2A08	MALAYALA SAHITHYA PADANAM 2
Core	BC2B02	FINANCIAL ACCOUNTING
Complementary	BC2C02	MARKETING MANAGEMENT

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#### III SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
	BC3A11	
Common		Basic Numerical SKILLS
	BC3A12	
		GENERAL INFORMATICS
	BCM3B03	
Core		Business regulation
	BC3B04	
		Corporate Accounting
Complementary		HUMAN RESOURSE Management
	BC3C03	

#### IV SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
	BC4A13	
Common		Entrepreneurship Development
	BC4A14	
		Banking and Insurance
	BC4B05	Cost Accounting
Core	BC4B06	
		Corporate Regulations
Complementary	BC4C04	
		Quantitative Techniques for Business

#### V SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
	BC5B07	
		Accounting for Management
	BC5B08	
		Business Research Methods
	BC5B09	
Core		Income Tax Law and Accounts
	BC5B10	
		Computer Applications in Business
	BC5B11	Business Information Systems
Open		
	BC5D01	Open Course

#### VI SEMESTER

PAPER	PAPER CODE	NAME OF PAPER	
	BC6B12	Income Tax and GST	
Core	BC6B13	Auditing and Corporate Governance	
	BC6B14	Office Automation Tools	
		Computerized Accounting with Tally	
	BC6B15		
	BC6B16		
		Project	

## →STUDENTS' HAND BOOK •¬

## **B.Sc. Biochemistry**

1stSEMESTER		
COMMON	ENG1A01	TRANSACTIONS: ESSENTIAL ENGLISH LANGUAGE SKILLS
	ENG1A02	WAYS WITH WORDS: LITERATURES IN ENGLISH
SEC. LANG	ARB1A07	BASIC SKILLS IN ARABIC
	MAL1A07	MALAYALA BHASHAYUM SAHITHYAVUM 1
	HIN1A07	PROSE AND ONE ACT PLAYS
CORE	BCH1B01	INRODUCTION TO BIOCHEMISTRY & CELL BIOLOGY
COMPLEMENTARY	CHE1C01	GENERAL CHEMISTRY
	MBG1C01	GENERAL MICROBIOLOGY
AUDIT COURSE	AUD1E01	ENVIRONMENTAL STUDIES
2 <sup>nd</sup> SEMESTER		
COMMON	ENG2A03	WRITING FOR ACADEMIC AND PROFESSIONAL
COMMON	ENGZAUS	SUCCESS
	ENG2A04	ZEITGEIST - READINGS ON CONTEMPORARY CULTUR
CEC LANC		
SEC. LANG	ARB2A08	READING ARABIC LITERATURE
	MAL2A08	MALAYALA BHASHAYUM SAHITHYAVUM 2
	HIN2A08	POETRY AND SHORT STORIES
CORE	BCH2B02	BIOMOLECULES
COMPLEMENTARY	CHE2C02	PHYSICAL CHEMISTRY
	MBG2C02	APPLIED MICROBIOLOGY
AUDIT	AUD2E02	DISASTER MANAGEMENT
3rd SEMESTER (2014 A	ADMISSION ONWARD	os)
GENERAL	BCM3A11	BASIC NUMERICAL SKILLS
	BCM3A12	GENERAL INFORMATICS
CORE	BCH3B03	TECHNIQUES IN BIOCHEMISTRY
	BCH3B04	ENZYMOLOGY
COMPLEMENTARY	CHE3C03	ORGANIC CHEMISTRY
	MBG3C03	FOOD AND INDUSTRIAL MICROBIOLOGY
4 <sup>th</sup> SEMESTER		
	DC4412	ENTREPRENI INCCUIR DEVELOPMENT
GENERAL	BC4A13	ENTREPRENURESHIP DEVELOPMENT
0005	A14	INTELLECTUAL PROPERTY RIGHTS
CORE	BCH4B05	BIOMOLECULES &BIOINFORMATICS
	BCH4B06(P)	PRACTICAL I (CARBOHYDRATES, LIPIDS, AMINO
		ACIDS, NUCLEIC ACIDS, AND TECHNIQUES)
COMPLEMENTARY	CHE4C04	PHYSICAL AND APPLIED CHEMISTRY
	CHE4C05(P)	CHEMISTRY PRACTICAL
	MBG4C04	IMMUNOLOGY AND MEDICAL MICROBIOLOGY
	MBG4C05(P)	MICROBIOLOGY PRACTICAL
5 <sup>th</sup> SEMESTER	T = = = = =	
CORE	BCH5B07 BCH5B08	INTERMEDIARY METABOLISM I INTERMEDIARY METABOLISM II
	BCH5B09	PLANT BIOCHEMISTRY
	BCH5B10	PHYSIOLOGICAL ASPECTS OF BIOCHEMISTRY
	BCH5B11	CLINICAL AND NUTRITIONAL ASPECTS OF
	B 6115 B : -	BIOCHEMISTRY
OPEN	BCH5B12	IMMUNOLOGY  OPEN
6 <sup>th</sup> SEMESTER	1	OLEM
CORE	BCH6B13	CLASSICAL GENETICS AND MOLECULAR BIOLOGY
COME	BCH6B14	RECOMBINANT DNA TECHNOLOGY
	BCH6B15	MOLECULAR ENDOCRINOLOGY
	BCH6B16(P)	PRACTICALS II (CLINICAL AND ENZYMOLOGY)
	BCH6B16(P) BCH6B17(P)	PRACTICALS II (CLINICAL AND ENZYMOLOGY)  RACTICALS III (MOLECULAR BIOLOGY, IMMUNOLOGY AND NUTRITIONAL BIOCHEMISTRY)

## CHEMISTRY

#### I SEMESTER

PAPER	PAPER CODE	NAME OF PAPER	
	ENG1A01	TRANSACTIONS: ESSENTIAL ENGLISH LANGUAGE SKILLS	
Common	ENG1A02	WAYS WITH WORDS: LITERATURES IN ENGLISH	
	ARB1A07	COMMUNICATIVE SKILLS IN ARABIC	
Second Language	HIN1A07	PROSE AND DRAMA	
occond Dangdage	MAL1AO7	MALAYALA SAHITHYAM 1	
Core	CHE1B01	THEORETICAL AND INORGANIC CHEMISTRY - I	
Complementary	MTS1C01	MATHEMATICS - I	
	PH1C01	PROPERTIES OF MATTER AND THERMODYNAMICS	

#### II SEMESTER

PAPER	PAPER CODE	NAME OF PAPER	
	ENG2A03	WRITING FOR ACADEMIC AND PROFESSIONAL SUCCESS	
Common	ENG2A04	ZEITGEIST - READINGS ON CONTEMPORARY CULTURE	
	ARB 2 A 08	Reading ARABIC LITERATURE 1	
Second Language	HIN 2A 08	GRAMMAR AND TRANSLATION	
0 0	MAL2AO8	MALAYALA SAHITHYAM 2	
Core	CHE2B02	THEORETICAL AND INORGANIC CHEMISTRY- II	
Complementary	MTS2C02	MATHEMATICS-2	
	PH2C02	MECHANICS, RELATIVITY, WAVES & OSCILATIONS	

#### III SEMESTER

III OEMEOTEK			
PAPER	PAPER CODE	NAME OF PAPER	
	ENG3A06	Signatures: Expressing The Self	
Common			
	ARB3A09	Reading Arabic literature 2	
Second Language			
	MAL3A09	MALAYALA SAHITHYAM 3	
Core	CHE3B03	Physical Chemistry-I	
	MTS3C03	Mathematics-3	
Complementary	PH3C03	OPTICS,LASER,ELECTRONICS & COMMUNICATIONS	

#### IV SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
	ENG4 A06	Spectrum: Literature and Contemporary Issues
Common		
	MAL4A10	Malayala Sahithyam 4
Second Language	ARB4A10	Culture& civilization
Core	CHE4 B04	Organic Chemistry-I
	CHE4 B05	Inorganic Chemistry Practical-I
	MTS4 C04	Mathematics 4
Complementary	PH4C04	ELECTRICITY, MAGNETISM & NUCLEAR PHYSICS
	PH4C05	Physics Practical

#### V SEMESTER

PAPER	PAPER CODE	NAME OF PAPER	
CHE5B06		Inorganic Chemistry-III	
Core	CHE5B07	Organic Chemistry-II	
	CHE5B08	Physical Chemistry-II	
Open		Open course	

#### VI SEMESTER

PAPER	PAPER CODE	NAME OF PAPER	
	CHE6B09	Inorganic Chemistry-IV	
Core	CHE6B10	Organic Chemistry-III	
	CHE6B11	Physical Chemistry-III	
	CHE6B12	Advanced and Applied Chemistry	
	CHE6B13	INDUSTRIAL CHEMISTRY	
Elective	CHE6B13 POLYMER CHEMISTRY		
	CHE6B13	MEDICINAL & ENVIRONMENTAL CHEMISTRY	
	CHE6B18	Project Work	
Project		•	

#### **PSYCHOLOGY**

#### SEMESTER 1

PAPER	PAPER	PAPER NAME
	CODE	
	ENG1	TRANSACTIONS:ESSENTIAL
	A01	ENGLISH LANGUAGE
COMMON	7.01	SKILLS
	ENG1	WAYS WITH WORDS
	A02	:LITERATURE IN ENGLISH
SECOND	ARB1A07	COMMUNICATIVE SKILLS
LANGUAGE		IN ARABIC
	MAL1	MALAYALA SAHITHYAM 1
	A07	
CORE	PSY1 B01	BASIC THEMES IN
		PSYCHOLOGY I
COMPLIMENTARY	PSY1 CO1	HUMAN PHYSIOLOGY
	PSY1 CO2	PSYCHOLOGICAL
		STATISTICS

#### **SEMESTER 2**

PAPER	PAPER	PAPER NAME
	CODE	
COMMON	ENG2	WRITING FOR
	A03	ACADEMIC &
		PROFESSIONAL
		SUCCESS
	ENG2	ZEITGEIST-
	A04	READING ON
		COTEMPORARY
		CULTURE
SECOND	ARB2A08	READING
LANGUAGE		ARABIC
		LITERATURE 1
	MAL2	MALAYALA
	A08	SAHITHYAM 2
CORE	PSYS2	BASIC THEMES
	B01	IN PSYCHOLOGY
		II
COMPLEMENTARY	PSY2 C01	HUMAN
		PHYSIOLOGY
	PSY2	PSYCHOLOGICAL
	CO2	STATISTICS

## **SEMESTER 3**

		r
PAPER	PAPER	PAPER NAME
	CODE	
COMMON	ENG3	SIGNATURES:
	A05	EXPRESSING
		THE SELF
SECOND	ARB3A09	READING
LANGUAGE		ARABIC
		LITERATURE 2
	MAL3	MALAYALA
	A09	SAHITHYAM 3
CORE	PSY3B01	CHILD &
		ADOLESCENT
		DEVELOPMENT
COMPLEMENTARY	PSY 3C01	HUMAN
		PHYSIOLOGY
	PSY3 CO2	PSYCHOLOGICAL
		STATISTICS

## **SEMESTER 4**

PAPER	PAPER	PAPER NAME
	CODE	
COMMON	ENG4	SPECTRUM:
	A06	LITERATURE &
		CONTEMPORARY
		ISSUES
SECOND	ARB4A10	COMMUNICATIVE
LANGUAGE		SKILLS IN ARABIC
	MAL4	MALAYALA
	A10	SAHITHYAM 4
CORE	PSY4 B01	ADULT
		DEVELOPMENT
COMPLEMENTARY	PSY4 CO1	HUMAN
		PHYSIOLOGY
	PSY4 CO2	PSYCHOLOGICAL
		STATISTICS
PRACTICAL	PSY4 B02	EXPERIMENTAL
		PSYCHOLOGY I

## **SEMSTER 5**

DARER	DADED	DADED MANAE
PAPER	PAPER	PAPER NAME
	CODE	
CORE	PSY5 B01	ABNORMAL PSYCHOLOGY I
	PSY5 B02	SOCIAL PSYCHOLOGY
	PSY5 B03	PSYCHOLOGICAL
		MEASURMENT & TESTING
	PSY5 B04	LEARNING & BEHAVIOUR
	PSY5 B06	LANGUAGE FOR
		ADVERTISING THEORY &
		PRACTICE

#### **SEMESTER 6**

PAPER	PAPER CODE	PAPER NAME
CORE	PSY6 B01	ABNORMAL PSYCHOLOGY II
	PSY6 B02	APPLIED SOCIAL PSYCHOLOGY
	PSY6 B03	COUNCELLING & PSYCHOTHERAPY
	PSY6 B04	COGNITIVE PSYCHOLOGY
	PSY6 B05	PERSONALITY PSYCHOLOGY
	PSY6 B06	EXPERIMENTAL PSYCHOLOGY II
	PSY6 B07	EXPERIMENTAL PSYCHOLOGY III
PROJECT	PSY6 B08	PROJECT

## PHYSICS

#### SEMESTER 1

PAPER	PAPER CODE	PAPER NAME
COMMON	ENG1 A01	TRANSACTIONS:ESSENTIAL ENGLISH
		LANGUAGE SKILLS
	ENG1 A02	WAYS WITH WORDS :LITERATURE IN
		ENGLISH
SECOND	ARB1A07	COMMUNICATIVE SKILLS IN ARABIC
LANGUAGE	HINIA07	PROSE & DRAMA
	MAL1 A07	MALAYALA SAHITHYAM 1
CORE	PH1 B01	METHODOLOGY OF SCIENCE &
		PHYSICS
COMPLEMENTARY	CHE1 CO1	GENERAL CHEMISTRY
	MAT1 C01	MATHEMATICS 1
PRACTICAL		PHYSICS PRACTICAL
		CHEMISTRY PRACTICAL

#### **SEMESTER 2**

PAPER	PAPER CODE	PAPER NAME
COMMON	ENG2 A03	WRITING FOR ACADEMIC &
		PROFESSIONAL SUCCESS
	ENG2 A04	ZEITGEIST- READING ON
		COTEMPORARY CULTURE
SECOND	ARB2A08	READING ARABIC LITERATURE 1
LANGUAGE	HIN2A08	GRAMMER & TRANSLATION
	MAL2 A08	MALAYALA SAHITHYAM 2
CORE	PH2B02	PROPERTIES OF MATTER, WAVES &
		ACOUSTICS
COMPLEMENTARY	CHE2 CO2	PHYSICAL CHEMISTRY
	MAT2 C02	MATHEMATICS 2
PRACTICAL		PHYSICS PRACTICAL
		CHEMISTRY PRACTICAL

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COMPLIMENTARY	CHE3 CO3	ORGANIC CHEMISTRY
	MAT3 C03	MATHEMATICS 3
PRACTICAL		PHYSICS PRACTICAL
		CHEMISTRY PRACTICAL

#### SEMESTER 4

PAPER	PAPER CODE	PAPER NAME
COMMON	ENG4 A06	SPECTRUM: LITERATURE &
		CONTEMPORARY ISSUES
SECOND	ARB4A10	COMMUNICATIVE SKILLS IN ARABIC
LANGUAGE	HIN4A10	NOVEL & SHORT STORIES
	MAL4 A10	MALAYALA SAHITHYAM 4
CORE	PH4 B04	ELECTRODYNAMICS 1
COMPLIMENTARY	CHE4 CO4	PHYSICAL & APPLIED CHEMISTRY
	MAT4 C04	MATHEMATICS 4
PRACTICAL		PHYSICS PRACTICAL
		CHEMISTRY PRACTICAL

#### SEMSTER 5

PAPER	PAPER CODE	PAPER NAME
CORE	PH5B06	ELECTRODYNAMICS II
	PH5B07	QUANTUM MECHANICS
	PH5B08	PHYSICAL OPTICS &MODERN OPTICS
	PH5B09	ELECTRONICS
		PHYSICS PRACTICAL II
		PHYSICS PRACTICAL III
		PROJECT WORK
OPEN		

#### SEMESTER 6

PAPER	PAPER CODE	PAPER NAME
CORE	PH5B10	THERMAL AND STATISTICAL PHYSICS
	PH5B11	SOLID STATE PHYSICS, SPECTROSCOPY
		& LASER PHYSICS
	PH5B12	NUCLEAR PHYSICS, PARTICLE PHYSICS
		& ASTROPHYSICS
	PH5B13	ELECTIVE
	PH6B 14	PHYSICS PRACTICAL II
	PH6B15	PHYSICS PRACTICAL III
	PH6B16	PROJECT WORK

# **BBA**

I SEMESTER	I	SEM	ES <sub>1</sub>	ΓER
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PAPER	PAPER CODE	NAME OF PAPER
0	ENG1A01	Transactions: Essential English Language Skills
Common	ENG1A02	Ways With Words: Literatures In English
Second Language	ARB1A07	Communicative skills in arabic
	MAL1A07	Malayala Sahithya Padanam 1
Core	BB1B01	MANAGEMENT CONCEPTS & BUSINESS ETHICS
Complementary	BB1C01	MANAGERIAL ECONOMICS

### II SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
	ENG2A03	Writing For Academic And Professional Success
Common	ENG2A04	Zeitgeist - Readings On Contemporary Culture
Second Language ARB 2 A 08		Literature in arabic
	MAL2A08	Malayalasahitya padanam 2
Core	BBIIB02	FINANCIAL ACCOUNTING
Complementary	BBIIC02	IT FOR BUSINESS MANAGEMENT

### III SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
	BBA3A11	Basic Numerical Methods
Common	BBA3A12	Professional Business Skills
	BBIIIB03	BUSINESS REGULATORY FRAME WORK
Core	BBIIIB04	HUMAN RESOURCE Management
		QUANTITATIVE TECHNIQUES FOR BUSINESS
Complementary	BBIIIC03	

### IV SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
	BBIVA13	Entrepreneurship Development
Common	BBIVA14	Banking and Insurance
		Marketing Management
Core	BBIVB05	
	BBIVB06	Financial Management
		Management Science
Complementary	BBIVC04	

## V SEMESTER

PAPER	PAPER CODE	NAME OF PAPER
Core	BBVB07	Accounting For Management
Core	BBVB08	Business Research Methods
	BBVB09	Emerging Trends in Management
	BBVB10	Service Management
	BBVB11	E - Commerce
Open	BBVD01	Open course

PAPER	PAPER	NAME OF PAPER	
	CODE		
	BBVIB12	Operatoins management	
		Human Resourse Management	
Core	BBVIB13		
	BBVIB14	Retail Management	
	BBVIB15	Consumer Behaviour	
Elective			
	BBVIB17	Project	

## **BSC MICROBIOLOGY**

### SEMESTER 1

PAPER	PAPER CODE	NAME OF PAPER
Common	ENG1A01	Transactions: Essential English Language Skills
	ENG1A02	Ways With Words: Literatures In English
Second Language	ARB1A07	Communicative Skills In Arabic
	HIN1A07	Prose And One Act Plays
	MAL1A07	Malayala Bhashayum Sahithyavum 1
Core	MBG1B01	GENERAL MICROBIOLOGY
Complementary	BCH1C01	Biochemistry I
Complementary	MBG1C02	Biostatistics

### **SEMESTER 2**

PAPER	PAPER CODE	NAME OF PAPER
Common	ENG2A03	Writing For Academic And Professional Success
	ENG2A04	Zeitgeist - Readings On Contemporary Culture
	ARB 2 A 08	Reading Arabic prose & poetry
Second Language	HIN 2 A08	Poetry And Short Stories
	MAL2A08	Malayala Bhashayum Sahithyavum 2
Core	MBG2B02	MICROBIAL PHYSIOLOGY AND TAXONOMY
	BCH2C02	Biochemistry li
Complementary	MBG2C04	Biostatistics li

### SEMESTER 3

PAPER	PAPER CODE	NAME OF PAPER
	A11	Biodiversity Scope and Relevance
General	A12	Research methodology
Core	MBG3B03	Environmental And Sanitation Microbiology
	BCH3CO03	Biochemistry III
Complementary	MBG3C06	Computer Application

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	ST		

PAPER	PAPER CODE	NAME OF PAPER
General	A13	Natural Resource Management
	A14	Intellectual Property Rights
	MBG4B04	Soil and Agricultural Microbiology
Core		
	MBG4B05(P)	Microbiology Practical 1
	BCH4C04	Biochemistry IV
Complementary	BCH1C05(P)	Biochemistry IV(Practical)
	MBG4C09	C Language, database management system & SQL
	MBG4C10(P)	COMPUTER APPLICATION PRACTICAL II

### SEMESTER 5

PAPER	PAPER CODE	NAME OF PAPER				
	MBG5B06	Industrial Microbiology				
Core	MBG5B07	Food and Dairy microbiology				
	MBG5B08	Immunology				
	MBG5B09	Medical Microbiology-I				
Open	MBG5D01	Open Course				

#### SEMESTER6

SEIVIESTER6		
PAPER	PAPER CODE	NAME OF PAPER
	MBG6B10	Geneties and Genetic Engineering
Core	MBG6B11	Medical Microbiology-II
	MBG6B12(P)	Microbiology Practical -II
	MBG6B13(P)	Microbiology Practical-III
	MBG6B14(P)	Microbiology Practical-IV
	MBGB15(E1)	Cell and Tissue Culture
Elective	MBGB15(E2)	Molecular Biology
	MBGB15(E3)	Bioinstrumentation
Project Work	MBG6B16	Project work

### DETAILS OF OPEN COURSE OFFERED BY VARIOUS DEPARTMENTS

DEPARTMENT	COURSE CODE	COURSE
ENGLISH	FEN5D02	LANGUAGE FOR ADVERTISING :THEORY AND PRACTICE
PHYSICS	PHY5D01	NON CONVENTIONAL ENERGY SOURCE
PSYCHOLOGY	PSYD02	LIFE SKILL APPLICATIONS
CHEMISTRY	CHE5D01	ENVIRONMENTAL CHEMISTRY
BIOCHEMISTRY	BC5D01	ELEMENTARY BIOCHEMISTRY
MICROBIOLOGY	MBGD02	ENVIRONMENTAL MICROBIOLOGY
COMMERCE	BCM5D02	BASICS OF ENTREPRENEURSHIP AND MANAGEMENT
MANAGEMENT	BBA5D01	E-COMMERCE

All departments have Audit Courses in semester I, II, III and IV.

# Academic Calender 2018-19

MONTH	WEEK/DATE	PROPOSED ACTIVITY					
2018 JUNE	01.06.18	College Reopens after summer vacation					
		First Staff Meeting					
	1st Week	College Council, PTA & IQAC Meeting					
	05.06.18	Observation of World Environment Day					
	2nd Week	Meeting of Admission Committee					
		PG Audit Course Exam					
	3rd Week	Internal Marks publishing UG/PG.					
		1st /4th Sem Class meeting to solve the problem					
		related to online classes					
	26.06.18	International Day against drug abuse and Illicit					
		Trafficking					
JULY	1st Week	Formation of Various Committees.					
	2nd Week	Meeting of NSS/club coordinators-Action Plan					
AUGUST	1st Week	PTA General Body					
	15.08.18	Celebration of Independence Day					
	3rd Week	Induction Programme for 1st Year					
		Onam Celebration					
	21.08.18	World Entrepreneurs Day Programme					
SEPTEMBER	05.09.18	National Teachers Day Programme					
	2nd Week	Internal Examination - 2nd Sem UG/PG					
	3rd Week	Internal Marks publishing Second Sem UG/PG					
	16.09.18	World Ozone Day					
	24.09.18	NSS Day Celebration					

MONTH	WEEK/DATE	PROPOSED ACTIVITY					
	Fourth Week	Class PTA- Second Sem UG/PG					
	02.10.18	Gandhi Jayanthi Celebration					
	OCTOBER	3rd & 4th WeekInternal Examination-5th Sem UG					
		Grievance Redressal Meeting					
		Internal Marks publishing					
NOVEMBER	14.11.18	Children's Day Programme					
	19.11.18	Women Entrepreneurship Day Programme					
DECEMBER	02.12.18	National Pollution Control Day Programme					
	05.12.18	World Soil Day Programme					
	2nd Week	PG Audit Course Exam					
	10.12.18	World Human Rights Day Programme					
	14.12.18	National Energy Conservation Day Programme					
	Fourth Week	NSS Special Camp					
2019 JANUARY	SecondWeek	Commencing of certificate/skill courses					
		Internal Examination-5th Sem					
	12.01.19	National Youth Day Celebration					
	26.01.19	Republic Day Celebration					
FEBRUAY	02.02.19	World Wetland Day Programme					
	18.02.19	World CSR Day Programme					
	28.02.19	National Science Day Celebration					
MARCH	First Week	Class PTA Grievance Redressal Meeting					
		Internal Examination-6th Sem UG, 3rdSem UG/PG					
	Second Week	Internal Marks Publishing &Class PTA-3rd Sem UG/PG,					
	15.03.19	World Consumer Rights Day Programme					
	22.03.19	World Water Day Programme					
	31.03.19	College closes for summer vacation					

# TUITION FEE FOR VARIOUS PROGRAMMES

SI.No.	Programme	Fee per semester (in Rupees)
1	BA Functional English	9,000.00
2	BBA	9,000.00
3	B. Com with Computer Application	11,250.00
4	B. Sc. Physics	11,250.00
5	B. Sc. Chemistry	11,250.00
6	B. Sc. Psychology	11,250.00
7	B. Sc. Biochemistry	19,500.00
8	B. Sc. Microbiology	19,500.00
9	MA English Literature	18,750.00
10	M. Com. Finance	18,750.00
11	M. Sc. Chemistry	22,500.00
12	M. Sc. Biochemistry	37,500.00

NB: Fees can be remitted in one or two installments, first installment in the beginning of semester and second after three months .

# ACADEMIC RECORD

ODD SEM			MARKS						
Course	Attendance Test-1 Test-2			Assignment	ssignment Seminar/Viva Total				

EVEN SEN	1		MARKS			
Course	Attendance	Test-1	Test-2	Assignment Seminar/Viva Tot		

# **APPLICATION FORMAT FOR LEAVE**

Name of the Student . .

Name of the otagent	
Class & Semester	:
Class No.	:
Date of Leave	:FromTo
Reason for Leave	:
Signature with date	:
Signature of Parent	:
Signature of teacher in charg	ge:
(For Extra curricular programme	e)
Signature of Class Advisor	·:
Principal's remark	·
[Attach medical certificate f	or leave on medical ground]

# FORMER STAFF MEMBERS

# **PRINCIPALS**

1. Prof. K. Mohammed	Cont. No: 9947253303		
2. Mohammed Ashraf K.	Cont. No: 9946294437		
3. Mohammed Shafeek N.	Cont. No: 9809948050		
DEPARTMENT	OF ENGLISH		
1. Mohammed Shafeek K.	Cont. No: 9496468014		
2. Anfar Safiyulla	Cont. No: 9526515105		
3. Shahana	Cont. No: 9497290317		
7. Yasmin P.	Cont. No: 9544294758		
8. Sajitha	Cont. No: 9562010367		
DEPARTMENT OF S	SECOND LANGUAGE		
1. Dr. V. Hikmathu <b>ll</b> a	Cont. No: 9446370994		
2. Mohammed Ashraf K.	Cont. No: 9446294437		

DEPAR	TMENT OF CHEMISTRY
1. Aysha Safeeda	Cont. No: 7736568021
2. Maimoona	Cont. No: 9446264986
3. Ajmal	Cont. No: 7639465660
DEPARTMENT OF C	OMMERCE & MANAGEMENT
1. Suhail V.T.	Cont. No: 9946456588
DEPARTMEN	IT OF MICROBIOLOGY
1. Athira	Cont. No: 96897388225
2. Resna N. K.	Cont. No: 9656932172
3. Dr. Vimal	Cont. No: 9495700579
4. Remina	Cont. No: 949519651
DEPARTMEN	NT OF BIOCHEMISTRY
1. Athulya C.J.	Cont. No: 9497203052
2. Harsha V.	Cont. No: 9061466942
3. Aswathy K. S.	Cont. No: 9995243627
4. Nisha T. S.	Cont. No: 8943821829

# **STUDENT SUPPORT SERVICES**

### ADVISORY SYSTEM

There is an efficient staff advisory system. One staff advisor is assigned to each class. The same staff advisor continues for a batch throughout the programme. The attendance and all other academic and extra curricular activities are monitored by the advisor. Applications for leave is to be forwarded through the advisor. Parents can get the academic details of their wards from the staff advisors

### STUDENT MENTORING SYSTEM

All the faculties are involved in the process of student mentoring system. The mentor also discusses the progress and / or any other matter of student as and when required.

### **SCHOLARSHIPS**

**Post Metric Scholarship**-The objective of the scheme is to award scholarships to meritorious students belonging to economically weaker sections of minority community so as to provide them better opportunities for higher education, increase their rate of attainment in higher education and enhance their employability. It is offered by Central Government.

**PTA Scholarship-** This is given to meritorious but poor students by inviting application at the beginning of the year.

**Alumni Scholarship-** This is given to meritorious but poor students by inviting application at the beginning of the year.

## AWARDS FOR ACADEMIC EXCELLENCE

Instituted by PTA to the students from each department who score highest marks in the university examination of first year.

				 STUDEN	ts' han	D B0	OK•
						Date of Leave	
						No. of Days	
						Reason	LEAVE REGISTER
						Guardian's Sign	
	ARTS					Class Teacher/HOD	

		0	ODD SEM		
		VII	TIME TABLE		
	1	2	3	4	5
MONDAY					
TUESDAY					
WEDNESDAY					
THURSDAY					
FRIDAY					

MARKAZ ARTS & SCIENCE C(48)EGE

FRIDAY	THURSDAY	WEDNESDAY	TUESDAY	MONDAY	1 2 3 4	TIME TABLE	EVEN SEM
					5		

MARKAZ ARTS & SCIENCE C(49) EGE