



# **MES KEVEEYAM COLLEGE VALANCHERY KERALA**

## **Criteria 6: Governance, Leadership and Management**

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

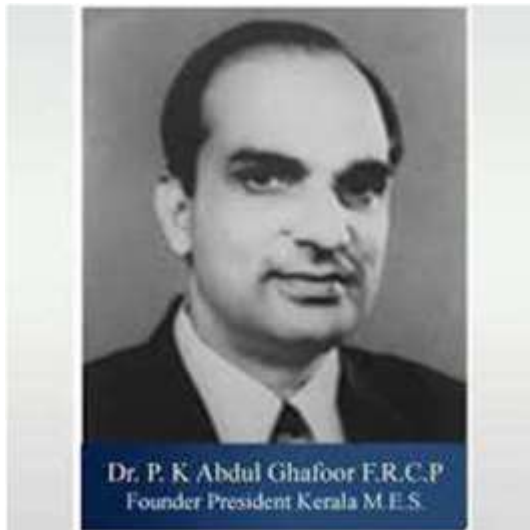


## **OUR MOTTO**

**OH LORD, ENRICH ME WITH KNOWLEDGE**

# MUSLIM EDUCATION SOCIETY (MES)

- ❑ Founded in 1964 at CALICUT under the tutelage of the inspiring personality late Dr. P.K. ABDUL GAFOOR
- ❑ Currently MES runs more than 150 educational institutions across Kerala



**Founding President of Muslim  
Educational Society (1964)**

# MES CREST



OH LORD ENLIGHTEN US



**JUSTICE**



MUSLIMS ACROSS THE WORLD



HOLY QURAN



ISLAMIC CULTURE IN STURDY  
HAND



MUSLIM EDUCATION SOCIETY



LANDSCAPE OF KERALA



**WOMEN EMPOWERMENT**

# **MES KEVEEYAM COLLEGE VALANCHERY**

- ❑ Affiliated to University of Calicut
- ❑ Completed 42 years of dedicated service to the society in the realm of higher education
- ❑ Minority institution certified by the National Commission for Minority Educational Institutions (NCMEI)



# VISION AND MISSION

## Vision

- ❑ Be a leading Centre of Higher Learning nurturing all-round academic excellence along with core human values: a vibrant institution which enlightens the youth just as it enriches and empowers them and remains a resource centre for the larger community.

## Mission

- ❑ To fulfill meaningfully the higher educational aspirations of the young men and women of the socially and economically backward area by equipping them with the enabling knowledge and skills for achieving upward mobility.
- ❑ To make every effort, as a young institution for horizontal and vertical growth with more custom made courses in diverse disciplines at UG and PG levels with state of the art facilities for teaching and learning.
- ❑ To strive continuously, to maintain and improve quality standards in all curricular and co-curricular activities creating a benchmark for excellence.
- ❑ To offer students a wholesome campus experience where they will learn along with the boundless pleasures of pursuing knowledge, the principles and practices of a harmonious vision of life to emerge as fine human beings and worthy citizen of a dynamic, pluralistic, egalitarian world.

# CORE VALUES

- ❑ SECULARISM
- ❑ EQUITY
- ❑ SOCIAL COMMITMENT
- ❑ QUALITY
- ❑ PROFESSIONAL ETHICS
- ❑ HUMANISM
- ❑ ENVIRONMENTAL CONSCIOUSNESS

Valanchery, India on the map —  
exact time, time zone

Exact time and date —  
Valanchery,  
Malappuram, Kerala,  
India.

10:27  
AM

Today Tuesday,  
27.02.2024

Dawn 6:43 AM

Sunset 6:33 PM

Daylight hours 11 h. 48 min.

**Valanchery** is located in  
the time zone India  
Standard Time. Data on  
the UTC standard,  
universal coordinated  
time.

UTC +5.5

The official currency  
that can be used.

INR

Geographical  
coordinates of latitude  
and longitude.

76.073785...  
10.8877458

## VALANCHERY MUNICIPALITY (2011 CENSUS)

Total population	40318
Male	19407
Female	20911
SC Total	3342
SC Male	1671
SC Female	1671
Literates	33024
Working Population	10482
Agricultural	324
House hold industries	164
Marginal Worker	1997
Non-Working population	29836







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*Kavind*

### **M E S KEVEEYAM COLLEGE VALANCHERY**

Affiliated to University Of Calicut  
 Accredited by NAAC with A+ Grade (3.44)

### **Hand Book 2022-2023**



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 Kerala | Pin 676552



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## പ്രാർത്ഥന

അക്ഷരങ്ങളെ സൃഷ്ടിച്ചേകിയവളിച്ചുമേ!

അളക്കൊൻ കഴിയാത്ത കനിവിൻ കാരുണ്യമേ!

സത്യമേ, പ്രപഞ്ചത്തിൻ സ്വപ്നമേ, ചൈതന്യമേ!

തെറ്റുകൾക്കെല്ലാം മാപ്പു നൽകുന്ന മഹത്വമേ!

മഴയിൽ, മഞ്ഞിൽ, കാറ്റിൽ, വെയിലിൽ, വസന്തത്തിൽ

നിന്റെ സന്ദേശത്തിന്റെ സംഗീതം മുഴങ്ങുമ്പോൾ

പൂക്കളായ്, പുഴുക്കളായ്, പച്ചയായ്, ചുകപ്പായും

രാപ്പകലുകൾ നിന്റെ കീർത്തനം പാടിടുമ്പോൾ,

നല്ല വാക്കുകൾ ചൊല്ലാൻ, നന്മകൾ മാത്രം ചെയ്യാൻ

നേരായ മാർഗ്ഗങ്ങളിൽ നടന്ന് ലക്ഷ്യം നേടാൻ

അക്ഷരങ്ങളെ സൃഷ്ടിച്ചേകിയ തെളിച്ചമേ

എപ്പൊഴും ഞങ്ങൾക്കൊപ്പം നിൻ കൃപയുണ്ടാകണേ!!

## 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 alone lies my happiness.

*"A.L. Fathia"*

## THE OPENING

*In the name of God.*

*the Beneficent, the Merciful*

*Praise be to God, Lord of the worlds.*

*the Beneficent, the Merciful.*

*Owner of the Day of Judgement*

*Thee do we worship.*

*Thee do we ask for help.*

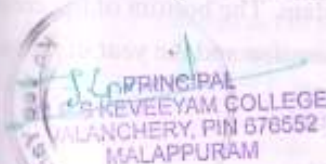
*Guide us to the right path.*

*The path of those on whom, thou*

*bestowed thy grace*

*Not (the path) of those who earn*

*Thine anger, nor those who go astray*





### THE MES CREST

On top of the emblem the MES motto is inscribed. It is a verse from the HOLY QUR-AN, which means "Oh Lord! Increase my knowledge". Given below is the symbol of the prevailing justice in Islam. The crescent moon and star represent the Muslims all over the world. The HOLY QUR-AN, the source of all knowledge is placed open below. Adjacent to it the flambeau of Islamic culture is held in sturdy hands. The letters 'MES' in the middle is the short form for Muslim Educational Society. The coconut trees below denote the scenic beauty of Kerala, the land where Islam and institutions of MES are widely spread. The feather held in hand with bangles shows importance given to women literacy and education in Islam. The bottom of the crest is the full name of the organisation and the year of inception.

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### VISION

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**CORE VALUES**

- \* SECULARISM
- \* EQUITY
- \* SOCIAL COMMITMENT
- \* QUALITY
- \* PROFESSIONAL ETHICS
- \* HUMANISM
- \* ENVIRONMENTAL CONSCIOUSNESS

**QUALITY POLICY**

The management and academic leadership of the institutions give performance assurance to all stake holders namely parents, students, faculty, administrative staff and the community. Our commitment and dedication are built into our policy of continual quality improvement of higher education by establishing and implementing mechanisms and modalities ensuring equity and accountability levels, transparency in procedures and access to information and actions.

**ENVIRONMENTAL POLICY**

Our institution strives for excellence not only in educational activities but also in activities promoting a greater environmental awareness among the youth so as to make the world a better place to live.

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 e-mail .....  
 Name of Local Guardian .....  
 Residential Address .....  
 .....  
 Phone No. : ..... Mobile : .....  
 e-mail .....

Affix Photo

I assure you that my son / daughter / ward will not indulge in any act of ragging.

Signature of Tutor

Signature of Parent



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3. Ajisha Parveen K, M.Com, UGC NET  
Assistant Professor (Adhoc)  
E-mail: ajeeshaparveenaju@gmail.com 9539888783

**NON TEACHING STAFF**

1. ABDULMAJEED P. Junior Superintendant 9400091228
2. HANEEFA C.P. 9846320540
3. S. RAM SUNDAR Librarian (Adhoc) 9746045338
4. BINDU P.K. Clerk 9846049513
5. NIKHIL K DAS Clerk (Adhoc) 9605820455
6. BABY SOMAN Clerk (Adhoc) 9745460556
7. C.H. USMAN Campus Supervisor (Adhoc) 9895349318
8. ABILASH V.P. Office Assistant (Adhoc) 8086562686
9. THULASI P. Office Assistant (Adhoc) 9746640135
10. SHAHUL HAMEED Technical Assistant (Adhoc) 8943228789
11. SABEEN SATHYAN Technical Assistant (Adhoc) 9746333003
12. AYSHA K.M. Lab Assistant 8086189713
13. GEETHU Lab Assistant (Adhoc) 9446075718



14 SINDHU	Lab Assistant (Adhoc)	7025132005
15 MUHAMMED IRSHAD	Lab Assistant(Adhoc)	9061594100
16 REMYARAJ	Library Assistant(Adhoc)	994622930
17 SHAHABAS BASHEER TK	Library Assistant(Adhoc)	9645616864
18 SUDHA K.	Receptionist(Adhoc)	9645472043
19 ZUBAIR T.K.	Office Attender(Adhoc)	9946878404
20 ALAVIKUTTY C.P.	Office Attender(Adhoc)	9846659170
21 FRANSIS V.T.	Principal - PA	9496406813
22 SIDIQUE	Store Attender	9846427473
23 DEVAYANI	House Keeping Staff	9048142071
24 PUSHPALATHA	House Keeping Staff	8594014312
25 PRAMEELA	House Keeping Staff	9645708841
26 PREMA	House Keeping Staff	8606916991
27 AMBIKA	House Keeping Staff	9605196021
28 GOPALAKRISHNAN	Engineering Supervisor	9846451601
29 SANJU	Electrical & Plumbing Supervisor	8589003591
30 MUSTHAFA	Canteen Contractor	9947444681
31 KUNHUNNI	Security Staff	9633677851
32 SASIDHARAN	Security Staff	7907096851
33 TONNY JACOB	Security Staff	9633775501



## ASSIGNMENTS AND DISTRIBUTION OF WORK

1 College Council	Principal (Chairman) Heads of Departments IQAC Coordinator Junior Superintendent Librarian Prof. K.M. Rukiya (Secretary)
2 Internal Quality Assurance Cell (IQAC)	
Chairman	Principal
Coordinator	Dr. Najila TY (Dept. of English)
Joint Coordinators:	Krishnaprabha K S (Head, Dept of Zoology) Nisab T (Dept. of Commerce) Dr. Nabeel Rashin (Dept. of Physics) Dr. Jisha V S (Dept. Chemistry)
Members:	Dr P H Habeebrahman (Associate Professor, Dept. of Commerce) Mr. Majeed (Professor, Dept. of Physics) Rukliya K M (Professor Head, Dept. of Chemistry) Dr. Santhosh Babu PC (Head, Dept. of Commerce) Dr. Sallaja U (Associate Professor, Head, Dept. of Physics)



- Dr. Preetha SR  
(Head, Dept. of Hindi)
- Muneera K  
(Head, Dept. of Mathematics)
- Prof. Manjula Raman  
(Former Head, Dept. of Chemistry)
- Dr. Biju A  
(Principal, MES Asmabi College,  
Secretary,  
College Management Committee)
- Capt(Dr.) P. Mohamedali  
(Joint Secretary,  
College Management Committee)
- Abdul Majeed P.  
(Junior Superintendent)
- PTA Vice President (Ex Officio)
- College Union Chairman  
(Ex Officio)
- Alumni Association President  
(Ex Officio)
- 3 College Development Council (Planning Board)  
Chairman : Principal  
Co-coordinator: Nisab T (Dept. of Commerce)
- 4 Academic Monitoring Cell  
Dr. Sailaja U. (Dept. of Physics)  
Head of Department &  
IQAC Coordinator
- 5 Admission Committee  
Abdul Latheef K T (Nodal Officer)  
Dr. Nabeel Rashin M



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- 6 University Examination Cell  
Dr. C. Rajesh  
(Chief Superintendent,  
University Examinations)
- Jaseela M A  
(Deputy Chief Superintendent,  
University Examinations)
- Internal Examination Cell  
Muhammed Shibu K.  
(Coordinator,  
Internal Examinations)
- Raseena P.  
(Joint Coordinator,  
Internal Examinations)
- 7 Anti Ragging Cell (Statutory)  
Dinil S (Nodal Officer)
- 8 Grievance Redressal Cell  
(Statutory)  
Dinil S (Nodal Officer)
- 9 SC/ST Cell (Statutory)  
Dr. P C Santhosh Babu  
(Nodal Officer)
- 10 OBC and Minorities Cell  
(Statutory)  
Jaseela M A (Nodal Officer)
- 11 Parent Teacher Association  
(PTA)  
Dr. Muhammed Riyas K  
(Secretary)
- 12 Staff Club  
Mohammed Shibu K.  
(Secretary)
- UGC Cell  
Dr. Reji A L (Treasurer)
- 13 Research Promotion Council  
Dr. Rajesh C. (Coordinator)
- 14 RUSA Institutional Committee  
Dr. Rajesh C. (Coordinator)
- 15 Library Advisory Committee  
Dr. Muhammed Riyas K  
(Coordinator)



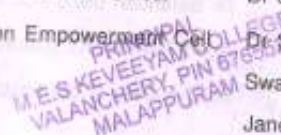
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- 17 College Purchase Committee Dr. Krishnaprabha K S  
(Convenor)
- 18 Public Information  
(Under RTI Act) Siva Vasudevan K.K.  
(Public Information Officer)  
Shajid P.P.  
(Principal, Appellate Authority)
- 19 Discipline Committee Principal (Chairman)  
Members:  
Head of Depts.  
Dr. Rajesh C.  
Nisab T  
Najiya K V  
Jameela M K
- 20 ICT Monitoring Cell Najiya KV (Coordinator)  
Fareeda P (Joint Coordinator)
- 21 College Election Committee Mohammed Shibu K  
(Returning Officer)  
Dr. Krishnaprabha K S  
Dinil S
- 22 Infrastructure Maintenance  
Committee Nisab T (Convenor)
- 23 Career Information and  
Placement Cell Dr. Jisha V S (Coordinator)  
Ameenudheen K P  
(Joint Coordinator)  
Dr. Muhammed Riyas K.  
Sinija A S
- 24 Consultancy Division &  
Research Facilitation Centre Dr. Rajesh C. (Coordinator)
- 25 Publication Division Siva Vasudevan K K  
(Coordinator)  
Mridul C. Mrinal  
(Joint Coordinator)  
Shahil Mon P P



*Shajid*

- 26 NCC Lt. Najiya K V,  
(Associate NCC Officer)
- 27 NSS Shajid P.P. (Programme Officer)  
Dr. Preetha SR  
(Programme Officer)
- 28 Ethics Committee Dr. Muhammed Riyas K  
(Convenor)
- 29 Remedial Coaching Dr. Preetha S.R. (Coordinator)
- 30 Open Course Coordinator Dr. Nabeel Rashin M.
- 31 Student Scholarships Rameena K A (Nodal Officer)  
Dr. Priya T V (Asst. Nodal Officer)
- 32 ASAP Dr. Reji AL (Coordinator)
- 33 Institution Innovation Council Shajid P P (President)  
Swapana N R (Convenor)
- 34 Young Innovators Programme Sinija AS (Coordinator)  
Ramseena N (Joint Coordinator)
- 35 Innovation and  
Entrepreneurship Centre Sinija AS (Coordinator)  
Ramseena N (Joint Coordinator)
- 36 Ek Bharat Shreshth Bharat  
(EBSB) Dr. Rajesh C.  
Dr. Preetha S R
- 37 Entrepreneurship  
Development Cell Sinija AS (Coordinator)
- 38 Public Relations Officer Dr. Santhosh Babu P C
- 39 Women Empowerment Cell Dr. Soumini C (Coordinator)  
Swapana N R (Joint Coordinator)  
Janeeshma E (Joint Coordinator)



*Shajid*



40. AISHE Dr. Nabeel Rashin M  
(Coordinator)
- 41 Alumni Association Dr. Santhosh Babu P C  
(Coordinator)  
Ranjith P (Joint Coordinator)
- 42 Counselling Centre Dr. Aiswarya Lakshmi M N  
(Coordinator - 8590572745)  
Nisar V P (Counsellor)  
(9946060363)
- 43 Employee Service Cell Abdul Latheef K T
- 44 Moral Study Centre Muneera K (Coordinator)  
Dr. Muhammed Riyas K  
(Joint Coordinator)
- 45 Self Financing Programme Dr. Habeeb Rahman  
(Coordinator)
- 46 Unnat Bharat Abhiyan Dr. Divya M (Coordinator)
- 47 Day care centre Dr. Soumini C (Coordinator)
- 48 Premarital Counselling Centre Rameena K A (Coordinator)  
Jameela M K (Joint Coordinator)
- 49 Anti Narcotic Club Dinil S (Coordinator)  
Muneera K (Joint Coordinator)
- 50 Cooperative Store Committee Nisab T (Secretary)
- 51 College Bus In-charge Dr. Muhammed Riyas K
- 52 Cooperative Credit Society Dr. Santhosh Babu PC (Secretary)
- 53 Road Safety Club Abdul Latheef KT (Coordinator)
- 54 Polychem Dr. C Rajesh (Coordinator)



- 55 Bhoomithra Sena club Dr. Priya TV (Coordinator)
- 56 Red Ribbon Club Sivya Vasudevan K K  
(Coordinator)
- 57 HACT Fareeda P (Coordinator)  
Ramseena N
- 58 ZOEAC Dr. Jisha Krishnan E K  
(Coordinator)
- 59 Canteen Committee Dr. Santhosh Babu PC  
(Coordinator)  
Rukkiya K M (Joint Coordinator)
- 60 Ladies Hostel Dr. Reji A L (Deputy Warden)  
8281677565
- 61 Mens Hostel Nisab T. (Deputy Warden)  
9995845437
- 62 Anti Sexual Harassment Cell Dr. Priya T V (Nodal Officer)
- 63 Human rights forum Dr. Santhosh Babu P C  
(Coordinator)
- 64 Kanma Infotainment Club Sivya Vasudevan K K  
(Coordinator)
- 65 Vagartha Shahil Mon P P (Coordinator)
- 66 Debate forum Harsha K (Coordinator)
- 67 Arts and Cultural Organising Committee Nisab T (Convenor)  
Dr. Preetha S R (Joint Convenor)  
Muneera K  
Shahil Mon P P  
Dinil S



68 FOCUS	Dr. Reji A L (Coordinator)
69 TRANSIT	Dr. Nabeel Rashin M (Coordinator)
70 Helen's House (For Differently Abled)	Sivya Vasudevan K K (Coordinator)
71 Campus Centre of School of Distance Education	Dr. Nabeel Rashin M (Coordinator)
72 International Bird Club	Dr. Jisha Krishnan (Coordinator)
73 Health and sanitation	Dr. Krishnaprabha K.S (Coordinator)
74 COFE	Dinil S (Coordinator)
75 Students in Palliative Care	Nisab T (Coordinator) Dr. Preetha S R (Joint Coordinator)
76 Electoral Literacy Club	Muhammed Shibu K (Coordinator)
77 Green Campus Initiatives	Dr. Krishnaprabha K S (Coordinator)
78 Time Table	Muneera K (Coordinator)
79 Energy Conservation Forum	Muhammed Shibu K (Coordinator)
80 Certificate Course	Sruthi Mohan C K (Coordinator) Shahil Mon P P
81 B.Voc	Nisab T. (Nodal Officer)
82 Bridge Course	Muneera K (Coordinator)
83 Media Literacy Programme	Dr. Reji A L (Coordinator)

## PROGRAMMES OFFERED

### RESEARCH PROGRAMME

Ph.D in Chemistry

Ph.D in Commerce

### POST GRADUATE PROGRAMMES

1. M.Sc. Polymer Chemistry
2. M. Com
3. M.A. English (Self financing)
4. M.Sc. Physics (Self financing)
5. M.Sc. Zoology (Self financing)
6. M.Sc. Computer Science (Self financing)

### INTEGRATED PROGRAMMES

5 Year Integrated Programme in Botany

### UNDER GRADUATE PROGRAMMES

#### I. B.A. Functional English

- Core : Functional English
- Complementary Course : Literatures in English: From Chaucer to the present
- Complementary Course : Cultural Studies : Perspectives in Culture
- Complementary Course : Cultural Studies : Cultural Spaces
- Complementary Course : Literatures in English: American and Post - Colonial

#### II. B.Sc. Physics

- Core : Physics
- Complementary Course : 1. Mathematics
- Complementary Course : 2. Computer Science



**3. B. Sc. Polymer Chemistry**

Core : Chemistry  
 Complementary Course : 1. Physics  
 Complementary Course : 2. Mathematics

**4. B. Sc. Zoology**

Core : Zoology  
 Complementary Course : 1. Chemistry  
 Complementary Course : 2. Botany

**5. B. Com Finance**

Core : Commerce  
 Complementary Course : 1. Managerial Economics  
 Complementary Course : 2. Marketing Management  
 Complementary Course : 3. Human Resource Management  
 Complementary Course : 4. Quantitative Techniques for Business

**6. B. Com with Computer Application**

Core : Commerce  
 Complementary Course : 1. Managerial Economics  
 Complementary Course : 2. Marketing Management  
 Complementary Course : 3. Human Resource Management  
 Complementary Course : 4. Quantitative Techniques for Business

**7. BCA (Self financing)**

Core : Computer Application  
 Complementary Course : Mathematics

**8. B.Sc. Psychology (Self financing)**

Core : Psychology  
 Complementary Course : Human Physiology,  
 Psychological statistics



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**9. B. Com Finance (Self financing)**

Core : Commerce  
 Complementary Course : 1. Managerial Economics  
 Complementary Course : 2. Marketing Management  
 Complementary Course : 3. Human Resource Management  
 Complementary Course : 4. Quantitative Techniques for Business

**10. B. Voc Retail Management**

Core : Retail Management  
 Common : E - Commerce,  
 Financial Management  
 Quantitative Techniques for Business  
 Human Resource Management  
 Entrepreneurship Development  
 Skill : Business Communication  
 Personality Development  
 Retail Store Operation

**11. B. Voc Optometry & Ophthalmological Techniques**

Core : Optometry  
 Complementary Course : 1. Physics  
 2. General Anatomy & Physiology

Allied Courses : 1. Basic Biochemistry  
 2. Microbiology & Pharmacology  
 3. Pathology & Immunology

PRINCIPAL  
 M.E.S. KEVEEYAM COLLEGE  
 VALANCHERY, PIN 676523  
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