

VELU THAMPI MEMORIAL NSS COLLEGE

Estd. 1964

(Accredited by the NAAC at B+ Level)

**DHANUVACHAPURAM
THIRUVANANTHAPURAM**

Phone : 0471-2232240

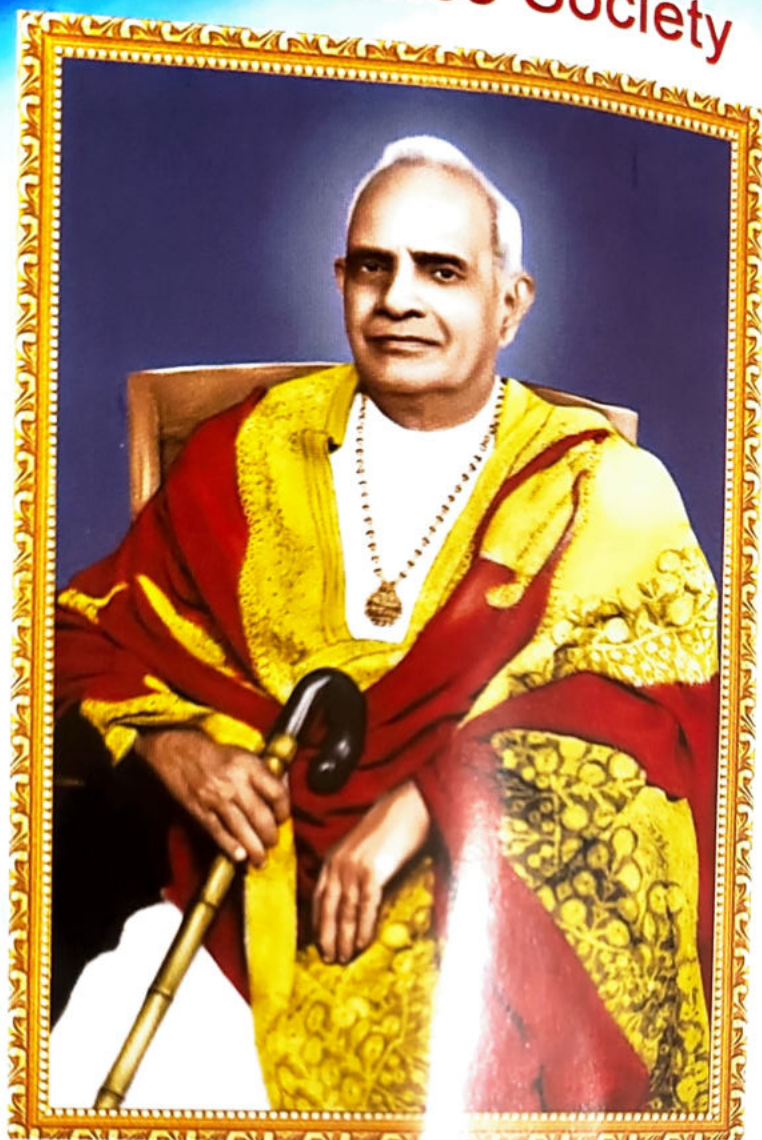


Hand Book & Calendar 2022-23



॥ सत्वाद संजायते ज्ञानं ॥

Founder
Nair Service Society



**Padmabhooshan Bharatha Kesari
Mannathu Padmanabhan**

മഹിതസേവന മന്ദാലാഭാഭുവിൽ
മലർവിരിച്ച മരതകച്ചായയിൽ
അവശലോകത്തെയാനയിച്ചാനയി --
ച്ചവധിയില്ലാത്ത ശാന്തിയേകി സ്വയം
അനുദിനം മാതവോൽക്കർഷ പൂർത്തിത --
നടിയുറപ്പിനായർപ്പിച്ചു ജീവിതം
വിലസുമുണ്ണുല നായക താരക
വിമലഹിരമേ നീണാൽ ജയിക്ക നി
- ചങ്ങമ്പുഴ കൃഷ്ണപിള്ള



VTM NSS COLLEGE

DHANUVACHAPURAM

THIRUVANANTHAPURAM – 695503

(Accredited by the NAAC at B+ Level)

Affiliated to University of Kerala

Phone : 0471-2232240(Office)

0471-2230919 (Principal)

E-mail : vtmnsscollege@yahoo.in,

principalvtmnsscollege@gmail.com

Website : www.vtmnsscollege.ac.in

HANDBOOK AND CALENDAR 2022- 2023

Managed by _____

NAIR SERVICE SOCIETY

Perunnai, Changanacherry, Kottayam,
Kerala, India - 686 102

PERSONAL RECORD

Name :
Programme of Study :
Class No :
Candidate Code :
Father's Name :
Occupation :
Office Address :
Mobile No. :
Mother's Name :
Occupation :
Office Address :
Mobile No. :
Residential Address :

Phone Number :
E-mail :
Temporary Address :

Hostel/ Paying Guest :
If yes, address of
the same & Phone No. :

Guardian's Name with
Address & Phone No. :

Blood Group :
Contact Numbers :
Name of Tutor :

College Prayer

VANDEMATHARAM

Vande Matharam Vande Matharam

Sujalam Subhalam Malayaja

Sheethalam

Sasya Syamalam Mataram

Vande Mataram

Subrajyotsna Pulakitha Yaminim

Phulla Kusumitha Drumadala

Shobhinim

Suhashinim Sumadhura Bhashinim

Sukhadam Varadam Mataram

Vande Mataram

ഇന്ത്യൻ ഭരണഘടന ആമുഖം

നമ്മൾ ഇന്ത്യയിലെ ജനങ്ങൾ
ഇന്ത്യയെ ഒരു പരമാധികാര, സ്ഥിതി, സമത്വ,
മതനിരപേക്ഷ,
ജനാധിപത്യ റിപ്പബ്ലിക്കായി സംവിധാനം ചെയ്യുന്നതിനും
ഭാരതത്തിലെ എല്ലാ പൗരർക്കും സാമൂഹികവും
സാമ്പത്തികവും രാഷ്ട്രീയവുമായ നീതി, ചിന്ത,
ആശയാവിഷ്കാരം വിശ്വാസം
ഭക്തി ആരാധന എന്നിവയ്ക്കുള്ള സ്വാതന്ത്ര്യം,
സ്ഥാനമാനങ്ങൾ
അവസരങ്ങൾ എന്നിവയിലുള്ള സമത്വം എന്നിവ
ഉറപ്പുവരുത്തുന്നതിനും വ്യക്തിയുടെ
അന്തസ്സും രാഷ്ട്രത്തിന്റെ ഐക്യവും അഖണ്ഡതയും
ഉറപ്പുവരുത്തുന്ന സാഹോദര്യം എല്ലാവരിലും
വളർത്തുന്നതിനും ദൃഢനിശ്ചയം ചെയ്തുകൊണ്ട്
നമ്മുടെ ഭരണഘടനാ സഭയിൽ വച്ച് 1949 നവംബറിന്റെ
ഈ ഇരുത്തിയാറാം ദിവസം, ഈ ഭരണഘടനയെ
അംഗീകരിക്കുകയും നിയമമാക്കുകയും
നമുക്കായിത്തന്നെ
സമർപ്പിക്കുകയും ചെയ്യുന്നു.

NATIONAL ANTHEM

Jana-Gana-Mana-Adhinaayaka, Jaya He
Bhaaratha-Bhaagya-Vidhaata
Panjaab-Sindhu-Gujarat-Maraatha
Dravida-Utkala-Banga

Vindhya-Himaachala-Yamuna-Ganga
Uchchala-Jaladhi-Taranga
Tav-Shubh-Naamey-Jaage
Tav-ShubhAshishMaange

GaheTavJayagaadha
Jana-Gana-Mangala-Daayaka,Jaya He
Bhaaratha-Bhaagya-Vidhaata

Jaya He, Jaya He, Jaya He
Jaya Jaya Jaya Jaya He....

Rabindranath Tagore (1911)

OUR MOTTO

॥सत्वाद संजायते ज्ञानं ॥

“True knowledge and wisdom are imbibed by those with sublime qualities of cosmic, spiritual and human values”

OUR VISION

The vision of the institution is “to interlace a culture of civility with equity and excellence, by believing in a democratic dissemination of knowledge that transcends all barriers of segregation”. The college as a whole aims to set a suitable epistemological milieu for the learners to enhance their competence holistically. With the institution’s vision to spread knowledge and to create professionally equipped and responsible citizens of the society, it recognizes the need to impart quality education and academic distinction to the students. It is a beacon of excellence in the realm of education and enables the learners to attain proficiency in strategic and life skills. It has always pursued the path laid down by **Sri. Mannathu Padmanabhan** to nurture and elevate the hopes and aspirations of a community from decadence and disintegration. The dissemination of knowledge and the pursuit of excellence resonate with the transcendent principles of the founding father. His vision still inspires the dedicated learning community, in furthering exploration, discovery and creativity. The sylvan surroundings in which the college is situated is conducive to a peaceful academic atmosphere. This deepens the perceptions of the institution to hold its rich tradition, yet oriented towards modernity. Presently, the college is passing through a transitional period of hectic development in academic and other activities in order to impart innovative and best practices in education. The college keeps

abreast its vision, mission and goals in its relationship, accomplishments and service to the learning community, the society and the nation at large.

OUR MISSION

The mission of the College is “to build up an epistemological platform for exploring new realms in science and technology, art and culture, to improve the socio-economic status of the community and to instill values of life, diligence and skill in students”. The institution, as a pedestal of learning endeavours to spread the light of knowledge and life skills among the students, ensures an all inclusive and sustainable development. It is committed to address the needs of the society in general and the students in particular and fervently desires to protect the distinctive culture and tradition of the local milieu. It envisages in imparting knowledge to the heterogeneous student community with affability, justness and finesse, transcending all barriers of segregation. It strives to provide a scaffold where the learners are equipped with technological advancements also, along with the values of life, diligence and divergent skills. A holistic development is sought by imbibing the values ingrained in the motto:

“ Let true knowledge and wisdom be kindled for those on the pedestal of learning with sublime qualities of cosmic, spiritual and human values”

The learners are inspired to seek and entrench true knowledge and wisdom by inculcating in them, the exalted ideals of the universal, spiritual and human values. A fervent desire to break the fetters of ignorance, subjugation and isolation forms the kernel of learning. The institution, with its glorious past and opulent cultural heritage ennobles and enlivens the surrounding rural population.

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Parent Teacher Association,
Discipline Committee Gender Justice Forum

5. OTHERS

UGC Committee, Purchase Committee Building Committee,
Admission Committee, Planning Board, Academic Committee,
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CBCSS CLUBS- Debate Club, Environment Activities Club, Health Club, Human Rights Club, Literary Club, Media Club, Nature/ Eco Club, Performing Arts, Science Club Sports Club, Performing Arts, Science Club, Film and Theatre Club, People Planning Forum, Community Health Activity, Kerala State Literacy Mission, Community Based Activities, Planning Forum, Alumni

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COLLEGE – A PROFILE

HISTORY AND TRADITION

Rich in tradition yet oriented towards future...

VTMNSS College, Dhanuvachapuram has a glorious past and its cultural heritage ennobles and enlivens our day-to-day life. The splendid building is a memoir of a bygone age which acknowledged an ardent group of students and faculty members who like those at present questioned outdated theories, evaluated current issues and envisaged a bright future. History doesn't anchor here, but it leads us towards a goal visualized by a strong and committed legend, Bharatha Kesari Padmabhushan Mannathu Padmanabhan who pursued a noble endeavour to democratize the horizons of education during turbulent times.

The college was established by the Nair Service Society in 1964 in order to cherish the ever-loving memory of the great freedom fighter, Thalakulathu Velu Thampi Dalawa, on his 200th Birth Anniversary. Mannathu Padmanabhan, with his remarkable foresight, has painted the canvas of education in Kerala by initiating steps for opening up a number of colleges across the state. Without his twin qualities of genius and philanthropy all those achievements made hitherto would not have been possible. He still inspires the college's dedicated learning community, in furthering exploration, discovery and creativity.

Located in a lush green environment, the campus covers an area of 20 Acres on a hillock at Dhanuvachapuram, a place of historical significance enroute Kanyakumari on the southernmost part of Kerala.

The college started its journey of academic exploration as a junior college on 15th July 1964 in a temporary building and was upgraded in 1967 with the launching of Degree Courses in English, History, Political Science, Mathematics, Physics, Chemistry and Commerce. Degree courses in Economics and Botany were started in 1981 and Zoology and Malayalam were introduced in the year 1984 and 1995 respectively. The introduction of the Post Graduate course in Commerce in the year 1981 upgraded the institution to a First Grade College. The Post Graduate Course in English was started during 1998-99 and History during 1999-2000. The P.G. Course in Economics was started in 2013. The College was first accredited by NAAC at B+ level in 2003 and was reaccredited with CGPA 2.74 with B Grade in 2012 and with CGPA 2.71 with B+ Grade in 2018.

MANAGEMENT

The Nair Service Society, a synonym for selfless service and social commitment was founded by the late Bharatha Kesari Mannathu Padmanabhan on 31st October 1914. It came into being at a crucial stage in the history of the Nair community which was facing a crisis brought about by disunity and blind adherence to outdated customs, beliefs and practices. Even though they had a glorious past, the ignorance accumulated over centuries, reinforced by inadequate education, which proved disastrous for the community. Their predilection for celebrations and a penchant for ceremonial occasions fuelled by a strong affinity towards profligacy and extravaganza, contributed to their decline and downfall. Gradual loss of land holdings and unemployment due to lack of modern education completed the process of disintegration. It was at this juncture that Mannathu Padmanabhan

took the initiative to unite the members of the Nair community and build up a great organization.

The rest is history. He inspired them and gave them a dream, a dream of liberation from poverty, misery and ignorance. In his own unique way, with his persistence, tireless efforts, vision and farsightedness, the NSS opened an array of educational institutions, hospitals and other socially beneficial institutions all over the state. With an amazing network of units at the village (Karayoga) and taluk levels (Taluk Unions), the NSS has evolved into a well-knit and coherent organization that has never swerved from the noble ideals and high principles of the Founder. The NSS runs more than hundred schools, 16 arts and science colleges, three training colleges, a homoeo medical college, an engineering college, several nursing colleges, Polytechnic College, TTC schools, working womens hostels and technical institutions. In July 2012 NSS established an academy of Civil Services with a view to moulding the youth to guide the destiny of the Nation called NSS Academy of Civil Services (NACS).

PRINCIPAL- In Charge
Dr. Remesh Kumar S
M.Sc., Ph.D

Surya, 560CVTM
NSS College Road, Dhanuvachapuram
Thiruvananthapuram Pin 695503
Mob:9447255307

DEPARTMENTS, PROGRAMMES AND COURSES OFFERED

Sl. No.	Department	Programmes	Open Courses offered
1	English	BA, MA	Communicative Applications in English
2	Malayalam	BA	Thirakkada Rachana: Thatwavum, Prayogavum
3	Economics	BA, MA	Human Resource Management
4	History	BA, MA	History of Human Rights Movements
5	Political Science	BA	Human Rights in India
6	Mathematics	B.Sc.	Operations Research
7	Physics	B.Sc.	Energy Physics
8	Chemistry	B.Sc.	Essentials of Chemistry
9	Botany	B.Sc.	Mushroom cultivation and marketing
10	Zoology	B.Sc.	Human Health and Sex Education
11	Commerce	B.Com M.Com	Fundamentals of financial accounting
12	Physical Education		Health and Fitness Education

ACADEMIC REGULATIONS

FIRST DEGREE PROGRAMME STRUCTURE

Semester

Semester means a term consisting of 90 working days distributed over a minimum period of 18 weeks.

Course

Course means a portion of a subject to be taught and evaluated in a semester. It is similar to the paper in annual system.

Language course

Students who join for any under graduate programme have to study English as the first language and an additional language. The additional languages offered by our institution are Malayalam, Hindi, Sanskrit and Tamil.

Foundation Course

Foundation Course means a Course at the foundation level that all students of the First Degree Programme have to register. For under graduate programme, there is two foundation courses. For B.A/B.Sc., one course under language and other under core. For B.Com. both the foundation courses included under the core.

Core Course

Core course means compulsory course in a main subject related to the First Degree Programme (FDP) in a discipline. Students who join for B.A/B.Sc. programmes have to study compulsory 12-15 core courses and for B.Com. programme a student has to attempt 16 core courses. In both, students should submit one dissertation work, followed by a viva voce examination.

Complementary Courses

Complementary course means a course in a subject other than the major subject and is complementary to the main subject. Students who join for B.A/B.Sc. programmes have to study 8-10 complementary courses while for B.Com. programme a student has to choose 4 complementary courses.

Open/Elective Course

Open course means an optional course which the student is free to take at his/her will during the fifth semester. It is offered by the other departments other than the parent department. Elective course means a specialized course, in sixth semester, from the frontier area of core subject. It is offered by the Parent Department which he/she is free to choose

Audit Courses

Courses which students can register without earning credits (Zero credit course) and are not compulsory for completing the degree programme.

Repeat Course

Repeat Course is a course that a student repeats if he/she has failed in it. Repeat courses are possible with the next batch for failed candidates.

Credit

Credit of a course measure of weekly unit of work involving lecture or laboratory session or seminar or similar activity designed for the course. Each credit hour is roughly equivalent to one hour of class time per week in a semester.

Grade

'Grade' indicates the level of performance of a student in a Course.

Grade Point-

It is an integer indicating the numerical equivalent of the broad level of performance of a student in a Course. The product of Grade Point and the Credit of a Course is called 'Credit Point'.

Semester Credit Point Average (SCPA)

SCPA is an index of the overall performance of a student at the end of a semester. It is obtained by dividing the sum of the Credit Points obtained by a student at the end of a semester by the sum of the Credits of Courses taken by the student in the semester.

Cumulative Credit Point Average (CCPA)

CCPA indicates the broad academic level of performance of the student in a Programme. It is obtained by dividing the sum of the Credit Points in all the Courses taken by the student for the entire Programme by the total number of Credits

Evaluation and Grading

The Evaluation of each Course shall consist of two parts such as Continuous Evaluation/Assessment (CE/CA) Semester Evaluation/Assessment (ESE/ESA). There shall be a maximum of 80 marks for ESE and maximum of 20 marks for CE for UG Courses and 75 for ESA and 25 marks for CA for PG courses.

CONTINUOUS EVALUATION (CE) END SEMESTER EVALUATION/ASSESSMENT (ESE/ESA)

End Semester Evaluation of all the Courses in all the semesters shall be conducted by the University. The results of the ESE are to be published according to the Examination Calendar prescribed by the University Level Monitoring Committee (ULMC), which shall not exceed 45 days from the last day of the examination.

COLLEGE RULES AND POLICIES

General Discipline

The College expects the students to maintain high standards of discipline, ideal behaviour and dress codes to keep up the reputation of our institution. The following guidelines are prepared for strict observation.

1. Students are expected to maintain the best standards of behaviour in and out of the College.
2. Students are expected to wear clean and decent dress.
3. Students shall stand up when the teacher enters the class and resume seat with his/her permission.

4. No student shall enter and leave the class without the permission of the teacher.
5. Students are strictly prohibited from loitering on the veranda and corridors during working hours.
6. Students shall remain in the library/waiting room during free hours and utilize the time meaningfully.
7. Students shall handle the College properties with care and keep the surroundings clean and healthy.
8. Students shall not disfigure College wall, furniture, etc. with writing or engravings. Those indulging in such activities shall be fined.
9. Tobacco of any kind and pan are strictly prohibited in the campus. "Keep the campus tobacco free".
10. Keeping and using alcohol or drugs of any kind in the campus shall be an offence and offenders shall be seriously dealt with.
11. Complaints, if any, may be lodged in writing through proper channel.
12. Irregular attendance, insubordination to teachers, nonteaching staff and College authorities, and obscenity in word or deed shall be seriously dealt with.
13. Students are advised to pay attention to the notifications appearing on the notice board from time to time so that they may be well informed about the day-to-day affairs of the college. Urgent announcements will be made over the public address system.
14. Students are expected to maintain their classrooms clean.
15. Smoking, chewing, snuffing and other unpleasant practices are strictly prohibited.
16. Students shall wear neck band id cards While entering the college premises.

17. College premises is declared as a Plastic free zone. Hence students and staff should not litter the campus with plastic. Students and staff should bring their lunch in lunch boxes.

WORKING DAYS AND CLASS HOURS	
Classes	9.30 am to 3.30pm Monday to Friday (Lunch Break-12.30 pm to 1.30 pm) (Special classes for any Saturday will be announced separately)
College Office	9.30 am to 4.30 pm (Monday to Saturday, except on Second Saturday)
Cash Counter	9.30am to 2.00 pm
Library	9.30 am to 4.30 pm
College Store	9.30 am to 3.30 pm
Canteen	8.30am to 4.00 pm

ATTENDANCE

1. Attendance is taken at the beginning of each period.
2. Students shall be in their seats at the beginning of each class. They are not allowed to leave their class rooms without the permission of the teacher.
3. Students are not permitted to absent themselves from classes without leave. Leave applications endorsed by the parent shall be submitted to the Principal duly recommended by the Group tutor and Head of the Department.
4. Absence during a period shall be treated as absence from a session either forenoon or afternoon, and absence for two periods from two sessions as absence for the whole day.
5. Leave on health grounds shall be supported by medical certificate.
6. Absence of a student without leave for more than 15 consecutive working days shall entail removal of his/her name from the rolls.

7. Statements of monthly / termly attendance will be published and intimated to parent / guardian. Complaints, if any, from the part of the student may be submitted to the Principal in writing.
8. Those who refrain from test-papers / Terminal Examinations shall be liable to disciplinary actions.
9. 75% attendance is mandatory to appear for University Examinations.

PROHIBITION OF POLITICAL ACTIVITY

All types of student political activities are strictly prohibited in the College Campus as per the order of Honourable High Court of Kerala. To give effect to this the Management has decided to ban forth with all political activities in the campus. No student shall get involved in any political activity by him or her or abet the said activity to be carried on by fellow students inside the campus in any manner whatsoever and any such activity is banned in the campus. Taking part in any political activity inside the campus for the purpose of doing any activities as defined by law shall constitute serious indiscipline. Every member of such gathering shall be individually liable and responsible for the gross indiscipline in this regard and the Principal shall have the power to take disciplinary action against those who violate these provisions. It shall constitute gross indiscipline to all for an appeal to strike based on policies and ideologies that may be preached by the Political Parties to their student organizations. The participants in the strike shall be dealt with by the disciplinary authority and they shall be imposed with appropriate punishment as mentioned in these rules. No student shall stage or indulge in any activity like Dharna, Gherao, and obstructing entry to and from any class room, office hall or other places inside the campus and such activities shall be treated as misconduct. No student shall shout slogans inside the class rooms, office or any other place inside the campus and obstruct and interfere or cause

disturbance and nuisance to the ordinary functioning of the institution. Students shall not organize or attend meetings other than official ones in the College Campus. Students are prohibited from organizing and attending meeting in the College, distributing/circulating unauthorized notices or appeal of any kind or collecting money for any purpose without the written permission of the Principal. Nobody except the Principal is allowed to paste notices/stick bills on the College Notice Board. Any violation in this regard will attract disciplinary action under the provisions of contempt of Court.

PROHIBITION OF RAGGING

Ragging is prohibited inside and outside the institution as per the UGC Anti-Ragging Regulations. According to Section 2(B) of the Act, ragging is meant to be any physical or mental torture or any disorderly conduct towards any student of an educational institution causing apprehension, dread, humiliation or agitation in him/her. It can be any harassment like insulting, teasing, bullying or manhandling. It can also be forcing upon him/her to do something which he/she voluntarily won't are to do normally.

RAGGING IS A CRIME

Ragging is a punishable offence. Any student involved in ragging/persuades other for ragging or advocates ragging either inside or outside an educational institution shall be subjected to a punishment of not more than 2 years imprisonment in addition to a penalty of Rs.10000/-. A student who is punished for ragging is liable to be dismissed from the institution and is barred from being admitted to any other institution for a period of 3 years from the date of issue of his dismissal order.

Complaint against Ragging

If a student/parent/guardian or any staff of the College forwards a written complaint to the Principal, he/she has to make an urgent enquiry into the matter within one day of the receipt of

such complaint. If the allegation is proved to be correct, the accused must be suspended with immediate effect and the matter must be referred to the police for further proceedings. If a written complaint is received by the Principal, he/she has to make a detailed enquiry and if it is found baseless, the complainant must be informed of in writing. For details Contact

Dr. Sushama Raj R.V., Assistant Professor, Department of Botany (Convenor).

Toll Free No. : 1800-180-5522, E-mail helpline@antiragging.in.

COLLEGE COUNCIL

The prominent and statutory body, which acts as an advisory body to the Principal, has been well established in the college. It consists of the Principal, all the Heads of Departments, four elected faculty members, office Superintendent and Librarian. A Secretary is elected from among these members for a term of one year. It normally meets at least once a month. The vacancies to the post of teacher representatives are filled periodically, either through consensus or by election. As proposed, the Principal heads the council and an elected teacher holds the post of Secretary of the Council.

Name	Department/ Designation	Position
Dr. Remesh Kumar S	Principal- in Charge	Chairman
Mr. Sreejith P. V.	Political Science	Secretary
Ms. Akhilasree L.	Economics	Elected Member
Mr. Vishnu P. S.	Economics	Elected Member
Dr. Sumesh G. S.	Commerce	Elected Member
Dr. Sigma G. R.	HoD, English	Member
Dr. Bettymol Mathew	HoD, Malayalam	Member
Dr. Bijini B. R.	HoD, Physics	Member
Ms. Deepa D.	HoD, Mathematics	Member
Ms. Sreeja T. G.	HoD Chemistry	Member

Dr. Indu M. kuty	HoD, Zoology	Member
Dr. Kishore H.	HoD, Economics	Member
Mr. Sudheesh Kumar J	HoD, Political Science	Member
Dr. Sajini P.	HoD, History	Member
Dr. Manjula K. G.	HoD Commerce	Member
Dr. Sandy Nair	HoD Physical Education	Member
Dr. Ajithakumari O.	HoD Tamil	Member
Ms. Susmitha O. V.	HoD Hindi	Member
Dr. Sreeragi R. G.	UGC Librarian	Member
Ms. Shama Pillai	Co-ordinator IQAC	Member
Mr. Reghukumar. K.S	Head Accountant	Member

INTERNAL QUALITY ASSURANCE CELL (IQAC)

As quality enhancement being one of the primary functions of the college, the IQAC is fully operational. Submission of reports (AQAR) to the NAAC, enhancing the academic atmosphere of the college, conduct of merit awards etc, are done by this body. Presently **Smt. Shama Pillai** (Dept. of English) acts as the Coordinator of IQAC. This body envisages and works towards the improvement of human and material resources of this institution.

Sl. No.	Name	Representation	Department/ Duty Assigned
01.	Dr. Remesh Kumar S	Principal in Charge	Chairman
02.	Prof. Dr. M. R. Unni	Secretary, NSS Colleges' Central Committee Management Representative	