

6.1.1 The governance of the institution is reflective of and in time with the vision and mission of the institution

Vision and Mission of the Institution

Display of Vision and Mission

Vision and Mission of Various Departments

Academic calendar displaying various committees of the institution



Vision and Mission Statement and Quality Policy

VISION

To create an environment in which our students can fulfill their potential, pursue excellence, overcome the challenges and be the global leaders of the future.

MISSION

To provide accessible, affordable and personalized educational opportunities to build character as founded on the Christian values of faith, hope and love.

QUALITY POLICY

St. John's College of Arts and Science is committed to creating a center of excellence to develop young men and women of impressive ethical and scholastic caliber who would rise to meet the demands of the times and be of service to the society by

- Training its students in communication skills and setting up a research base in their disciplines.
- Updating the students' know-how in their area of interest by tapping all available national and international resources.
- Tutoring students for innovative consultancy and extension activities.

ST. JOHN'S COLLEGE OF ARTS & SCIENCE Ammandivilai

DEPARTMENT OF BUSINESS ADMINISTRATION

VISION

Aspire to achieve a dynamic mix of academic excellence and managerial skills to address the needs of the corporate environment in a manner that lets each participant achieve his potential in a value based character-centric mould nurturing holistic development of youth.

MISSION

- To enable students acquire knowledge and skills required by the industry and business sector.
- To build specific competency to meet the focused demand of the competitive world.
- To shape personality to face future and lead better professional, social and personal life.
- To provide platform for the skill development of the students to make them employable.

OBJECTIVES

- To provide a real time learning environment.
- To enhance the managerial skills of students.
- To transform the student's potential to match the corporate world.

St. John's College of Arts & Science Ammandivilai

PG & Research Department of Commerce

Vision

To develop into a World Class Centre of excellence in Education, Training and Research by identifying hidden talents and provide opportunities for students to realise their full potential.

Mission

- To create a strong platform for academic path and selection of career.
- To enhance accessibility to the learners and respond to their needs.
- To explore training and development opportunities.
- To promote self employment through entrepreneurship.
- To educate and develop the students officer folk community.

Objectives

- To provide in-depth knowledge of various fields like Accounting, Management and Marketing to make them perfect professionals.
- To create an entrepreneurial sprit to become young entrepreneurs.
- To make MOU with various reputed organisations and banking industries for sharpening their employment potentiality.
- To encourage the students in research, publishing articles and papers in UGC care listed journal.
- To provide resources and services to the academic community catering to the evolving needs of 21st century

DEPARTMENT OF MATHEMATICS

VISION

The department envisions seeks to create the students as global citizens and leaders into developing the academic in the field of Mathematics.

MISSION

To provide a quality campus culture and academic programs through updated curriculum, effective teaching learning process. To inculcate innovative skills, team -work, ethical practices among students so as to meet societal expectation.

OBJECTIVES

- To be an ideal temple of higher learning in Mathematical field in southern Kanyakumari coastal region.
- To provide students with strong knowledge in advanced pure mathematical concepts.
- To motivate the students to do research in the field of interest. Develop a basis for Mathematics literacy among non-Mathematics students.
- To train the students to qualify NET/SET exams.
- To conduct an Inter collegiate seminar and mathematical competitions.
- To enrich our students to participate successfully in university, state and National level seminars, paper presentations and cultural events.
- To achieve the best possible placements to the students

DEPARTMENT OF COMPUTER SCIENCE

VISION

The Computer Science department seeks to create Academic Programs and a campus Culture that prepare students for their lives as engaged global citizens and leaders. To achieve that vision, to bring out diverse talents, ideas and aspirations and family to promote the individual sense of worth, values and high ethical standards.

MISSION

Our Mission is to be widely recognized for enabling students to have global impact through innovative, quality programs and research that emphasizes collaborative partnerships and the success of diverse student, faculty, and alumni community.

DEPARTMENT OBJECTIVES

- Posseses Practical and theoretical knowledge of Computer science sufficient to earn a living and contribute to the economic development of the country.
- · Be prepared for advanced education in Computer Science.
- Understand and respect the professional Standards of ethics expected of Computer Scientists and appreciate the social impact of computing.
- Recognize the importance and posses the problem solving skills that are necessary for life –long learning.

St. John's College of Arts & Science Ammandivilai

PG & Research Department of English

Vision

To sharpen the insight of scholars in different aspects of literature and to showcase their competence.

To Create scholars who render service for the betterment of the society.

Mission

- To enhance impoverished students through audio visual methods and technical media.
- Nurture their ideas to compete in all respective fields.
- To instinct the academic values in the humanistic world.
- To adapt high proficiency with good profile.
- To inculcate the values of life in the student's mind.
- To initiate confidence to face the challenges in life and take up better job.

Objectives

To give quality education and maintain good rapport with students. Our goal is to augment the learners with appropriate knowledge and to enrich them with skills

1. Profile of the Department

1.1 History of the Department

The Department of Computer Applications was established in the year 2010. Living in the technological world, computer applications have become an indispensable part of our lives. The way we work, connect, socialize, play and various other day-to-day activities are all influenced by computer applications. The department infrastructure is well furnished with all facilities. Our computer lab has well equipped laboratories with the latest hardware and software. The department has dedicated and committed faculty members supported by technical staff. It offers a strong foundation in the study of computer applications. The faculty members keep in touch with the ever growing technology. Skill sets of the students are enhanced through regular workshops, seminars and industrial visits. The students are always encouraged and supported to participate in events held outside the college, especially in intercollegiate events. The alumni occupy coveted positions in various industries and academic institutions.

1.2 Vision

The department envisions developing itself into academic excellence in the field of computer applications in order to develop competitive professionals having right knowledge, skill and attitude to serve the society and ever changing industry.

1.3 Mission

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To provide the students with the best opportunities and environment for quality education professional competencies and technical skills.

- To provide strong theoretical foundation in computer application complemented with 0 extensive practical training to mould students to meet the challenges.
- To equip students to contribute to the technological and social development of the world.
- . To encourage entrepreneurship skills among students.

DEPARTMENT OF PHYSICS Develop the pre-eminent centre of teaching in Physics to produce a scientifically learned public and a technically skilled workforce. Provide rigorous and ample courses to the students for nurturing the interest and enthusiasm about the physical world. OBJECTIVES To impart quality education and achieve academic excellence through planning, leadership, brilliance, inspiration and effectiveness. To set high standards of comprehensive education by developing the intellectual strength of students and guiding them towards scientific and technical excellence. + To create an intellectual property through innovations and quality Research Publications.



THE ADMINISTRATION

St John's College of Arts and Science is owned and managed by the JVDC Trust run by **Rev. Dr. V. John Bosco** and **Rev. Fr. A. Albin Roby**, the priests of the Diocese of Kottar. The Managing Trustee of the Trust (JVDC) appoints the Secretary, the Bursar, the Chaplain and the Principal. The Secretary shall appoint the teaching and Non-teaching faculty members as per the advice of the Managing Trustee. The JVDC Trust formulates the financial and administrative policies of the College. The academic administration and discipline of the college rests in the hands of the Principal. He is assisted by the other members of the college. The Bursar is responsible for the accounts and the properties of the college in accordance with the rules stipulated by the Trust and the University.

BOARD OF DIRECTORS

- 1. Rev. Dr. V. John Bosco, Founder & Managing Trustee
- 2 Rev. Fr. A. Albin Roby, Founder & Trustee
- 3 Rev. Fr. Sam F. Mathew, Secretary
- 4. Rev. Fr. B. Nixson, Bursar
- 5. Rev. Fr. H. Glacin, Transport & Chaplain
- 6. Rev. Fr. S. Britto, Library
- 7. Dr. M. Edwin Gnanadhas, Principal

FINANCE COMMITTEE

1 Rev Dr V John Bosco	~	Founder & Managing Trustee
2 Rev Fr A Albin Roby	÷	Founder & Trustee
3 Rev. Fr. Sam F. Mathew	-	Secretary
4 Rev. Fr. B. Nixson	-	Bursar
5 Rev. Fr. H. Glacin	-	Transport Manager
5 Mr. Chellappan	÷	Auditor

Legal Advisor

Adv. Leenus, B.Com., B.L.

University Representative

Dr. M. Rajathurai (Principal) Rajalekshmi College of Arts and Science, Vakaikulam.

Succession List of Secretaries

1.	Rev. Dr. V. John Bosco	:	05.03.2009	- 03.01.2016
2	Rev. Fr. Sam F Mathew	1	04.01.2016	-

Succession List of Bursars

1	Rev. Dr. V. John Bosco	ŝ	05.03.2009	-	24.11.2017
2	Rev. Fr. B. Nixson		25.11.2017	-	

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2014

Succession List of Principals

I.	Dr. G.M. Joseph Dunston		01.04.2009	-	31.05.2013
	Dr. K. Pazhani		01.06.2013		01.01.2014
3	Dr. R. Ruskin Chelladhas	34	02.01.2014		03.01.2016
4	Dr. R. Jeba Malar	4	04.01.2016		31.05.2018
5.	Dr. M. Edwin Gnanadhas	82	01.06.2018	1	

Succession List of Vice - Principals

1.	Dr. R. Ruskin Chelladhas	đ	21.11.2013		01.01.2014
2.	Dr. R. Jeba Malar	i;	01.06.2018	-	

THE STAFF COUNCIL

The Staff Council consists of the Principal, Heads of the Departments the Office Superintendent and the staff representative. The Principal is the Chairman of the Council The Council shall appoint the Secretary who shall hold office for one year and is eligible to be re-elected. The staff Council shall be the advisory committee to help the Principal in the administration and the maintenance of discipline and decorum in the College. Some of the work may be delegated by the Principal to the council or the committee member for the better administration of the college. Meetings shall be convened at such times as the Principal may consider necessary. The Secretary shall keep a record of the proceedings of all the meetings and report to the Chairman.

Staff Council Members: 2023 - 2024

- 1. Dr. M. Edwin Gnanadhas, M.Com., M. Phil., Ph.D., Principal & Chairman
- 2. Dr. R. Jeba Malar, M.A., M. Phil., Ph. D Vice-Principal
- 3. Dr. E. Anita, M.A., M. Phil., Ph. D Head of the Dept. of English
- 4. Dr.S. Elizabeth Bernie, M.Sc., B.Ed., M. Phil., Ph. D - Head of the Dept. of Mathematics
- 5. Dr. R. Amala Rose, M.C. A., M. Phil., Ph. D. - Head of the Dept. of Computer Science
- 6. Dr.J. Clemy Monicka, M Sc., M. Phil., Ph. D Dept. of Physics
- 7. Dr. G. Jai Arul Jose, M.Sc., M. Phil., Ph. D
- Head of the Dept. of Computer Application 8. Dr. S. David, M.Com., M. Phil. Ph.D., - Head of the Dept. of Commerce
- 9. Mrs. S. Asha Parvin, MBA., M.Sc (psy)., M. Phil., NET - Head of the Dept. of Business Administration
- 10. Mr. M.J. Praveen, M.P.Ed., M.Phil., Physical Director
- 11 Dr. R. Arulmathi, M. L. I. Sc., M. Phil., Ph. D Librarian
- 12 Dr. G. Godwin, M.A., M. Phil., Ph.D Staff Secretary
- 13. Mrs. A. Mable Office Superintendent

CO-CURRICULAR ACTIVITIES

The Principal shall be the President of all the committees of the Co- Curricular Activities.

ASSOCIATIONS

Each department runs an association. The aim of all the associations is to help students engage themselves in meaningful pursuits to develop the talents and leadership qualities of students. These associations shall organize debates, seminars, guest lecturers pertaining to their respective subjects.

Rules of the Association:

- 1. The Principal is the patron of all associations.
- The Head of the Department of the subject concerned is the President and the next Senior Professor in the Department is the Vice President of the association.
- Each association Committee consists of the President, Vice President and student representatives of UG & PG Classes.
- The student representative of the final year will be the Secretary & the student representative of Second year will be the joint Secretary of the associations.

Tamil Association	- Dr. R. Jeba Malar
English Association	- Dr. E. Anita
Mathematics Association	- Dr. S. Elizabeth Bernie
Computer Science Association	- Dr. R. Amala Rose
Physics Association	- Dr. J. Clemy Monicka
Computer Application Association	



Commerce Association - Dr. S. David Business Administration Association - Mrs. S. Asha Parvin Student Representatives - T. Sherin Shanel, III BBA S. Varshika, III B.Sc. Physics

LEARN A WORD A DAY

Objectives:

- To implement the usage of numerous diction in day-to-day communication.
- 2. To teach students the correct pronunciation of a word.
- 3. Enable the students to appreciate and enjoy wide range of vocabulary.
- A word along with its origin, meaning, pronunciation and usage were displayed on the Notice Board and read in the assembly as well.
- At the end of the Semester, a test will be conducted based on the words given all through the year.

COMMITTEES

WOMEN'S CELL

Objectives:

- To promote general well-being of girls students and women employee (teaching and non-teaching).
- To uplift by conducting various awareness program on health, defense technique, entrepreneurship, etc.
- 3 To built a gender sensitive and inclusive campus.
- To educate them in personal enhancement and professional success.

Convener

Mrs G Ishiya Manji - Department of Mathematics

CONSUMER CLUB

Objectives:

 To bring awareness and realization among the students about the rights and responsibilities of consumers.

Convener

- Dr. T. Sujin
- Department of Business Administration

YOUTH RED CROSS / RED RIBBON CLUB

Objectives:

- 1. To channel and guide youth energy to act humane.
- 2. To bring spirit of service to the society.

Convener

Mr. M. Durai Singh - Department of Commerce

(NSS)

Objectives:

- 1. Finds the needs and problem of Community.
- 2. To adapt and provide social service to the village.
- 3. Encourage the students for voluntary blood donation.
- To provide awareness for practical solution such as Swachh Bharath

Convener

Dr. G Jai Arul Jose - Department of Computer Application

COUNSELING AND GUIDANCE CELL

Objectives:

- To counsel students through individual counseling sessions based on their needs.
- To help the students to solve their personal, educational and psychological problems.



- 3 To assist the students in planning for educational and vocational choices.
- To help the students know themselves regarding their interests, abilities, aptitude, passion and opportunities.

Rev. Fr. H. Glacin - Transport Manager

TRANSPORT AND VEHICLE MAINTENANCE

Objectives:

- 1. Arrangement of college bus to various places in a proper manner.
- 2. Periodic checking and maintenance of college bus.
- 3. Any grievances regarding transport is solved by this committee.

Convener

Rev. Fr. H. Glacin

Transport Manager

LITURGY COMMITTEE

Objectives:

- To coordinate the planning and scheduling of the liturgical celebrations for seasonal and special celebrations.
- To every worshipper encounters God in every of liturgical worship, sacramental and spiritual celebration to grow deeper relationship with God and with neighbors.
- 3. To seek ways to help students in their spiritual journey and growth.
- 4. To help to create a proper environment for work ship.

Convener

Ms. S. Catherine Jonisha - Department of English

DISCIPLINE COMMITTEE

Objectives:

- To detect and examine some behavioral problems among the students.
- To meet the misbehaving student and clarify the negative effects of bad behavior inside the college.
- 3. Taking necessary action towards student's misconduct.
- Instruct the students to follow the rules and regulations of the college.

Convener

Mr. M.J. Praveen - Physical Director

Mrs. V.A. Shalini - Physical Instructor

LIBRARY COMMITTEE

Objectives:

- 1. Call for students to utilize e- resources to full extent.
- 2. Help the students to get aware about the latest updating in every field.
- Guide them to prepare book reviews and make them able to appear for outside competition in this regard.
- To create awareness to the students about reading, buying and donating books.

Convener

Principal and Team

TIME TABLE AND HAND BOOK

Objectives:

 Verify the university prescribed syllabus for various programmes and prepare the overall master timetable.

Convener

Mrs. S. Renuka - Department of Computer Science





EXAMINATION COMMITTEE

Objectives:

- Regulate and proper conduct of two Internal Assessment test of 40 marks with 1¹/₂ hours duration and one model Exam with 75 marks of 3 hours duration.
- Performance of the students in each examination will be properly intimated to the parents.
- A one hour weekly test is conducted at the end of every week to improve the academic performance of the students.
- Any grievance regarding the internal and University exam the students can conduct the examination Committee.

Convener

Mrs. S. Renuka

- Department of Computer Science

FINE ARTS COMMITIEE

Objectives:

- 1. To bring the hidden talents of the students.
- 2. To increase the student's leadership quality.
- 3. Actively make the students to think in creative manner.
- Conducting various programmes in cultural and arts for the benefit of the youth.

Convener

- Dr. Jeba Lisa J Department of Mathematics
- S. Naresh Reshmon, III C.S. Secretary
- S. Haritha, III B.Com. Joint Secretary

SPORTS

Objectives:

- 1. To prepare and practice the sports students to become an achievers.
- Give encouragement and energetic training to compete with state level tournament.



Mr. M.J. Praveen - Physical Director Mrs. V.A. Shalini - Physical Instructor Nishok, III BBA - Secretary A. Monisha, III BBA - Joint Secretary

ASSEMBLY & PRAYER SERVICE

Objectives:

- 1. To Unify The College.
- 2. To familiarize the students with common rules and ideals of the college.
- To create a sense of belonging and togetherness among those in the Johnians family.
- 4. To revive the spirit of worship in the mind of these growing students.

Convener

Ms.J. Valan Anusha

- Department of English

CHOIR COMMITTEE

Objectives :

- 1. To play an integral part in morning vespers and assemblies.
- 2. To perform in special occasions, official meetings and events.
- To play a part numerous competitions and develop their chanting skills professionally.

Convener

Mrs. S. Sterose - Department of Computer Application

SCHOLARSHIP COMMITTEE

Objectives:

 To the main aim of the scholarship committee is to aware student about varies scholarship scheme provided by college, state government, central government and NGO.





- 2 To the committee will review all college-wide undergraduate and graduate scholarship applications of SC, ST, OBC, Minority and physically challenged students make recommendation to the principal of the college for final decision.
- 3 To taking steps to make education affordable and accessible to the meritorious and economically disadvantaged students.

Mrs. P.J. Mahiba - Department of Computer Application

RELIGIOUS HARMONY COMMITTEE

Objectives:

- To make sure equal opportunity is given for the students from various religion interns of cordial.
- 2. To establish relationship with the local community.
- To implement government sachem in relationship with educational institution and the local administrative bodies.
- To ensure the smooth executes of the extension activities by the students to the local community.

Convener

Dr. C. Sunitha - Department of Physics

Anti-eve teasing, Anti-harassment and Anti-ragging

Objectives:

- To prevent ragging inside the college campus.
- To create awareness among the students about Anti-eve teasing.
- To ensure protection of every female student from abusive language and harassment.
- To eradicate eve- teasing in the institution.

Mr. M.J. Praveen - Physical Director Mrs. V.A. Shalini - Physical Instructor

NOTICE BOARD COMMITTEE

Objectives:

 Collecting the articles, drawings, riddles, verse writings from the students and put it on the notice board.

Convener

Ms. S. Viveha

- Department of English

ADMISSION COMMITTEE

Objectives:

1. Regulate the admission process in a good manner.

Convener

Dr. R. Amala Rose - Department of Computer Science

CAMPUS BEAUTIFICATION COMMITTEE

Objectives:

- 1 To encourage the students to make clean, beauty and green campus.
- 2 To maintain the healthy and hygienic campus.

Convener

Mrs. V.A. Shalini - Physical Instructor

ALUMNI ASSOCIATION COMMITTEE

Objectives:

- 1. To promote the spirit of unity among the former students.
- 2. To maintain the updated and current information of all alumni.
- To provide a forum for the alumni for exchange of ideas on academic. cultural and social issues of the day by organizing and co-ordinating reunion activities of the alumni.





Dr. R. Jeba Malar - Vice - Principal

WEBSITE UPDATING COMMITTEE

Objectives:

 To Effective website can increase conversion strengthen institutional credibility and brand, Improve students satisfaction.

Convener

Mrs. T.P. Pradeepa - Department of Computer Science

INTERNAL QUALITY ASSURANCE CELL(IQAC)

Objectives:

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of university Departments.
- To promote measures for functioning of the institution towards quality enhancement through internalization of quality culture and implementation of best practices.
- To ensure an enhancement and integration among the various activities of the university and institutionalize many good practices.

Cenvener

Mrs. S. Asha Parvin - Department of Business Administration

ROTARACT CLUB/ECO CLUB

Objectives:

 To motivate the students to keep their surroundings green and clean by undertaking plantation of trees.



- 2 To promote culture of conservation of water by minimizing the use of water in the college premises as well as in their locality.
- 3. To maintain cleanliness in and around the campus.
- To educate students to create awareness amongst public and sanitary workers, so as to stop the indiscriminate dumping and burning of waste which causes respiratory diseases.

Dr. Vibin Hershon.W - Department of Commerce

MENTORS COMMITTEE

Objectives:

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- For the effective monitoring of the welfare of the students a mentor system is followed.
- Twenty students will be under the guidance of a faculty member called mentor for a period of one year.
- The mentor will guide their wards to grow in academic excellence, family background and in co-curricular activities.
- The mentor make a good interaction and relationship with each mentees to understand their family background and individual character.

Convener

Mrs. P. Jasmine Lizy - Department of Computer Science

SPOKEN ENGLISH

Objectives:

- In essence, an English speaking course is one whose main goal is to help students speak English more fluently and confidently, which will ultimately help them communicate more successfully in the language
- The Process of improving speaking abilities has numerous components.



Mrs. S. Sheeba Kumari - Department of English

ENTREPRENEURIAL CELL

Objectives:

- To create awareness among students in various facets of entrepreneurship as an alternative career option.
- 2. To promote strong entrepreneurship among students.
- 3. To develop a business plan through entrepreneurship.
- To achieve financial stability for their future.
- To gets corporate exposure while studying and develops a spirit of entrepreneurship.

Convener

Dr.S. David

Department of Commerce

PARENT TEACHERS ASSOCIATION

Objectives:

- To foster and good relationship among the members of the teaching Staff, Students and Parents/guardians of the Students.
- To create in members a keen interest for the smooth working of the college and for maintaining good discipline and high academic standards.
- 3 Parents Teachers Association has to be conducted twice a semester.
- 4 Super Parents system would be carried through out the academic year (2023-2024).

Convener

Dr. B. Priya

- Department of Tamil

EXTRA CURRICULAR ACTIVITIES

Convener

Dr. R. Amala Rose

- Department of Computer Science

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COMPANY SECRETARYSHIP

Objectives:

- To bring in high level professional specialized in corporate laws management and governance.
- To give direction clear path and goals to be achieve within defined time frame.
- 3. To ensure placement opportunities with sound financial position.

Convener

Dr.S.David - Department of Commerce

ACADEMIC BANK OF CREDIT (ABC), NATIONAL CAREER SERVICE(NCS), NAAN MUDHALVAN

Convener

Dr. G. Godwin - Department of English

ALL INDIA SURVEY ON HIGHER EDUCATION (AISHE), NATIONAL INSTITUTIONAL RANKING FRAMEWORK (NIRF)

Convener

Dr. C.S. Juliet Brintha - Department of Physics

ATAL RANKING OF INSTITUTIONS ON INNOVATION ACHIEVEMENTS (ARIIA), INSTITUTION'S INNOVATION COUNCIL (IIC), PLACEMENT, ELECTORAL COMMITTEE

Convener

Dr. T. Sujin

Department of Business Administration





St. JOHN'S COLLEGE OF ARTS & SCIENCE

(Accredited with B++ by NAAC & Approved by UGC under section 2(I) & 12(B) status) (Affiliated to Manonmaniam Sundaranar University, Tirunetveli) (A Christian Minority Institution)



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Declaration

I hereby declare that the details and information given above are complete and true to the best of my knowledge and belief.

Dr. V.Y. DASAPPANMA, M.PhiliphiD PRINCIPAL ST. JOHIPSURARE OF ARTS & SCIENCE AMMANDIVILAI - 629204 KANYAKI MARI DISTRICT