



**ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE  
(AUTONOMOUS)**

Affiliated to Annamalai University, Annamalainagar - 608 002  
Re-Accredited by NAAC with 'A' Grade (3<sup>rd</sup> Cycle)  
Recognised under section 2(f) & 12(B) of the UGC Act, 1956  
A Christian Minority Institution  
St. Joseph's College Road, Manjakuppam, Cuddalore – 607 001.



Secretary : 04142-286315  
Principal / Office : 04142-286311  
Controller's Office : 04142-286312  
Website : [www.sjctnc.edu.in](http://www.sjctnc.edu.in)  
[www.karnalthottamjournals.org](http://www.karnalthottamjournals.org)  
E-mail : [josecol27998@gmail.com](mailto:josecol27998@gmail.com)

**STUDENTS' HAND BOOK  
CALENDAR 2021-2022**

**College Working Hours**

Shift-I 08.25 a.m. to 01.15 p.m.  
Shift-II 01.15 p.m. to 06.00 p.m.

**Office Working Hours**

08.25 a.m. to 06.00 p.m.  
(Lunch Break: 02.00 p.m. to 03.00 p.m.)

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St. Mary's Church Campus  
Beach Road, Cuddalore – 607001.
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- 13.Prof. (Ms.) Ragini Gothalwal** **UGC NOMINEE**  
Head, Department of Biotechnology  
Barkatullah University  
Bhopal – 462012, Madhya Pradesh.
- 14.Regional Joint Director** **STATE GOVT.**  
Office of the Regional Joint Director of **NOMINEE**  
Collegiate Education, Vellore Region,  
No. 43, 1<sup>st</sup> West Cross Street, Gandhi Nagar,  
Vellore 632006.

- 15. Dr. R. Jeyaraman**  
Member-Syndicate  
Professor, Department of Tamil,  
Thiruvalluvar University,  
Serkkadu, Vellore-632115. **UNIVERSITY  
NOMINEE**
- 16. Prof. A. Karunanandan**  
"Visakam", No.6, Boopathy Nagar  
Sholinganallur, Chennai – 600 119. **SPECIAL  
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- 17. Rev. Fr. P. Arul Nathan**  
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Cuddalore – 607001 **SPECIAL  
INVITEE**
- 18. Dr. M. Arumai Selvam**  
Principal & Head, Department of Comp.Sci.  
St. Joseph's College of Arts & Science  
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Manjakuppam, Cuddalore – 607 001 **MEMBER**
- 19. Dr. J. Jon Arockiaraj**  
Vice-Principal  
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St. Joseph's College of Arts & Science  
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Manjakuppam, Cuddalore – 607 001 **MEMBER**
- 20. Dr. S. Joseph Christian Daniel**  
IQAC Coordinator  
Head, Department of Microbiology  
St. Joseph's College of Arts & Science  
(Autonomous)  
Manjakuppam, Cuddalore – 607 001 **SPECIAL  
INVITEE**

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<b>I. ADMINISTRATORS</b>	Chairman Secretary Principal Vice-Principal Controller of Examinations Dean of Studies
<b>II. OFFICE</b>	Office Superintendent
<b>III. DEPARTMENTS</b>	Heads of All Departments

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St. Joseph's College of Arts & Science (Autonomous)  
Manjakuppam, Cuddalore – 607001

### **Principal**

**Dr. M. Arumai Selvam**

St. Joseph's College of Arts & Science (Autonomous)  
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### **Experts from outside the College**

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**Rev. Fr. Dr. R. Joseph Raj**

Secretary, Archdiocesan Board of Education  
Archbishop's House, Post Box No – 193,  
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KTR Nagar, Beach Road  
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## **Law**

**Mr. P. J. X. Vedanayagam,**  
Public Prosecutor,  
Pudupalayam, Cuddalore – 607001

## **Advisor**

**Prof. A. Karunanandan**  
“Visakam”, No.6, Boopathy Nagar  
Sholinganallur, Chennai – 600 119.

## **Medicine**

**Dr. J. Stanley Chandran**  
Rtd. District Medical Officer,  
9A, Gnana Olivu Street,  
Manjakuppam, Cuddalore – 607001

## **Thiruvalluvar University Nominees**

**Dr. S. Syed Shafi,**  
Professor, Department of Chemistry,  
Thiruvalluvar University, Serkkadu, Vellore – 632115.

**Dr. C. Dhandapani,**  
Professor, Department of Economics,  
Thiruvalluvar University, Serkkadu, Vellore – 632115.

**Dr. K. Ravichandran,**  
Associate Professor, Department of English,  
Thiruvalluvar University, Serkkadu, Vellore – 632115.

## Heads of various Departments

<b>Dr. M. Arumai Selvam</b>	Head, Department of Computer Science
<b>Dr. J. Jon Arockiaraj</b>	Head, Department of Mathematics
<b>Rev. Fr. Dr. S. Xavier</b>	Head, Department of Physics
<b>Rev. Fr. Dr. A. Alex</b>	Head, Dept. of B.Com. (Bank Management) & Dept. of B.B.A. (Computer Application)
<b>Dr. I. Savarimuthu</b>	Head, Department of Commerce
<b>Mr. V. R. Suresh Kumar</b>	Head, Department of English
<b>Dr. L. Santhana Raj</b>	Head (i/c), Department of History
<b>Dr. P. Maria Arockianathan</b>	Head, Department of Biochemistry
<b>Dr. S. Joseph Christian Daniel</b>	Head, Department of Microbiology
<b>Dr. M. Vanathaian</b>	Head, Department of Tamil
<b>Dr. Alice Mathai</b>	Head, Department of Economics
<b>Mr. A. John Pradeep Ebenezer</b>	Head, Dept. of Computer Applications
<b>Dr. T. Antony Sandosh</b>	Head, Department of Chemistry
<b>Dr. Mercy Anthony</b>	Head, Department of Statistics
<b>Dr. P. Thenmozhi</b>	Head, Department of Zoology
<b>Dr. E. Ruby Violet Rani</b>	Head, Department of Psychology
<b>Mr. J. Durai Raj</b>	Head, Department of Social Work
<b>Mr. S. Sridhar</b>	Head, Department of Library
<b>Mr. R. Rajamanickam</b>	Head, Dept. of Physical Education
<b><u>Teaching Staff:</u></b>	
<b>Dr. I. Benjamin Franklin</b>	Asst. Prof. of Computer Applications
<b>Mr. F. Paul Arokiadoss</b>	Assistant Professor of Chemistry

## BOARD OF STUDIES

**The Boards of Studies** to be set up by the College shall have external experts including an expert from the University. It consists of:

- i. Head of the Department concerned.... Chairman.
- ii. All the Faculty Members of the Department.
- iii. Two experts in the subject from outside the college to be nominated by the Academic Council.
- iv. One expert to be nominated by the Vice- Chancellor from the panel of six experts recommended by the Principal of the College.
- v. One Post-graduate meritorious alumnus to be nominated by the Principal.
- vi. One representative from Industry of Corporate Sector / Allied area relating to placement.



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- Prof. A. Karunanathan
- Mr. S. Simon (Coordinator)
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- Dr. R. Vidya
- Dr. P. Marie Arockianathan
- Dr. S. Joseph Christian Daniel
- Dr. M. Vanathaian
- Dr. Alice Mathai
- Dr. L. Arokiam – St. Joseph's College, Trichy.
- Dr. H. Alexis Selvaraj – Periyar E.V.R. College, Trichy
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- Dr. M. Mathiselvam – Cavinkare Research Centre, Chennai

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- Concerned HoD
- Concerned Mentor
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- Mr. J. Robert Adaikalaraj
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- Dr. A. Annammal
- Dr. P. James Mary
- Dr. Mercy Anthony
- Dr. D. Sumitha
- Mr. R. Balaji – III B.Com. 'B' (Student)
- Ms. M. Kanimozhi – II M.Sc. Computer Science (Student)

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- Rev. Fr. Dr. A. Alex
- Dr. M. Arumai Selvam
- Mr. I. Anand Raj (Coordinator)
- Ms. R. Anitha
- Dr. R. Rajkumar



## 20. STUDENT'S WELFARE ORGANIZATIONS / SUPPORTING SERVICES

- a. **NSS** - Programme Officers - Dr. L. Santhana Raj  
Dr. A. Annammal
- b. **NCC** - Associate NCC Officer - Mr. J. John Robert
- c. **YRC** - Programme Officers - Dr. A. Rajesh  
Ms. S. Sangeetha Margreat
- d. **RRC** - Programme Coordinator - Dr. P. John Thomas
- e. **Rotaract** - Programme Coordinator - Dr. A. R. Johnson Durai
- f. **SSC** - Programme Coordinator - Mr. C. Justin Marshall  
Mrs. R. Aruna Kirthika
- g. **Rovers Crew** - Rover Scout Leader - Mr. J. Robert Adaikalaraj  
(Bharath Scouts and Guides)
- h. **Fine Arts Club** - Coordinator - Mr. A. Albert Ravi  
Mrs. S. Umamageswari
- i. **Enviro Club**-Zero Wastage-Coordinator - Dr. P. Thenmozhi
- j. **Citizen Consumer Club**-Coordinator - Dr. A. R. Johnson Durai  
Dr. K. Shagirtha
- k. **Women Empowerment Cell**-Coordinators - Dr. P. James Mary  
Mrs.X Ann Lanka Jeyadharshini
- l. **Research Development Cell**-Coordinator - Dr. S. Joseph Christian Daniel
- m. **Infirmary** - Medical Officer - Dr. J. Stanley Chandran  
Nursing Assistant - Mrs. S. Ananthi

- n. **Career Guidance & Placement Cell** - Rev. Fr. Dr. A. Alex  
Mr. I. Anand Raj
- o. **Guidance and Counseling Cell** - Dr. E. Ruby Violet Rani
- p. **Village Service Learning (VSL)** - Rev. Fr. Dr. A. Alex  
Mr. J. Durai Raj  
Dr. G. Bhuvaneshwari  
Dr. A. Rajesh  
Mrs. T. Shalini  
Mr. C. Justin Marshall  
Mrs. V. Sudha  
Mr. P. Malaiarasan
- q. **Entrepreneur Development Cell** - Rev. Fr. Dr. A. Alex  
Mr. I. Anand Raj

## 21. LEGAL CELL

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- Rev. Fr. Dr. R. Joseph Raj
- Rev. Fr. Dr. S. Xavier
- Mr. P. J. X. Vedanayagam, Advocate
- Mr. P. J. Charles Raj, Advocate
- Mr. S. Arunachalam, Advocate
- Mr. L. Antoniraj (Coordinator)

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- Rev. Fr. G. Peter Rajendiram
- Rev. Fr. Dr. S. Xavier
- Rev. Fr. Dr. A. Alex
- Dr. M. Arumai Selvam
- Dr. J. Jon Arockiaraj
- Dr. S. Joseph Christian Daniel (Coordinator)
- Dr. T. Miranda Lakshmi
- Dr. P. James Mary
- All the Class Representatives

### **23. PARENT TEACHERS' FORUM**

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- Rev. Fr. Dr. S. Xavier
- Rev. Fr. Dr. A. Alex
- Dr. M. Arumai Selvam
- Dr. J. Jon Arockiaraj
- Dr. A. Annammal
- Dr. P. James Mary
- Dr. A. R. Johnson Durai (Coordinator)
- Mr. L. Antoniraj
- Mr. S. Sundar – Parent
- Mr. S. Murugan – Parent
- Mrs. K. Lakshmi - Parent
- Mr. P. Pugazhenthii - Parent

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- Rev. Fr. Dr. A. Alex
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- Dr. J. Jon Arockiaraj
- Dr. P. Marie Arockianathan
- Dr. L. Santhana Raj
- Mr. A. John Pradeep Ebenezer
- Dr. P. James Mary
- Dr. T. Miranda Lakshmi (Coordinator)
- Mr. G. Suresh (Coordinator)
- Dr. I. Benjamin Franklin
- Dr. P. Arul Prasad
- Dr. G. Bhuvaneshwari
- Mr. P. Hari Narayan (Alumnus)
- Dr. R. Arularasi Aperia (Alumnus)
- Mr. Godsheril (Alumnus)
- Dr. Deva Priya Kumar (Alumnus)
- Mrs. G. Kalaiselvi (Alumnus)

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- Mr. A. Dominic Xavier - Warden

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Online Courses) - SWAYAM Mentor
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5. NPTEL - Coordinator - Dr. I. Benjamin Franklin  
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(Open Source Software) Mr. Z. John Bernard
7. Coaching Classes - Coordinator - Mr. I. Anand Raj  
UPSC, TNPSC & Bank Exams
8. Swachh Bharat Summer Internship - Dr. R. Rajkumar  
Programme - Coordinator
9. MBA - Twinning Programme - Rev. Fr. Dr. A. Alex  
Pondicherry University
10. Consultancy - Mr. A. John Pradeep Ebenezer
11. Memorandum of Understanding (MoU) - Dr. Alice Mathai
12. Information Technology - Infra Structure - Mr. A. John Pradeep Ebenezer
13. E-Waste - Mr. Z. John Bernard
14. Information and Communication - Dr. A. R. Johnson Durai  
Technology (ICT) & E-content