

Assessment Period 2015-2020



HENRY BAKER COLLEGE, MELUKAVU

A Christian Minority Educational Institution run by CSI East Kerala Diocese



Criterion 6: Governance, Leadership and Management

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance and processes

Submitted to



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance and processes

Supporting Documents

I. Chronicle



ANNUAL NEWS LETTER 2019 - 2020

CHRONICLE



A Calender of events rippling down the memory lane

Henry Baker College, Melukavu

A Christian Minority Educational Institution run by C.S.I East Kerala Diocese
Affiliated to Mahatma Gandhi University, Kottayam

Manager's Message Rt.Rev. V.S Francis



**"Teach me good discernment and knowledge,
For I believe in Your commandments." Psalms
119:66**

Henry Baker College named after the Rev. Henry Baker (Jr), the pioneering CMS missionary, often known as the 'Apostle of Hills' strives with the mission to emancipate each individual 'From the darkness of ignorance to the Marvellous light of knowledge', which the college wholeheartedly follows. The college broadened the outlook of students by emphasising the values and virtues of life through education inclusive of positive thinking, developing skills, moral, social and aesthetic values thereby helping them to attain overall development of personality. The inclusiveness encompasses an extraordinary diversity and cultural background, learning abilities, economic background, competence and diverse range of interests. The institution stands as a beacon of light for the thousands of people for the last four decades, by providing an educational foundation for life to the full-intellectually, spiritually, socially, physically and emotionally.

Being the fourth manager of the institution, I feel blessed to do the duties that God has entrusted upon me, like teaching and applying the truth of the Gospel, pastoral governance and leading worship. Through education our college endeavour to make a difference in the lives of individuals, thereby to find meaning and value in their lives and reach the full potential as compassionate, contributing, life-giving members of society who are highly skilled and informed. Since the college is in the path of reformation, we seek to provide not only a high-quality academic and vocational education, but also a faith and value based holistic education for all the students.

Therefore as the newly assigned Bishop, I take this opportunity to express that, every effort is being made to improve the existing services to bring out for the welfare of our institution and the growth of our students. I pray to God Almighty, that the institution will truly serve as an aid to continue the excellence in learning and teaching with faith and vision.

Principals' Message

Dr. Gireesh Kumar G.S.



Dear colleagues, parents, students, alumni and well-wishers,

We are on the path of modernisation, aimed at strengthening the academic and physical infrastructure for achieving excellence in teaching, research and extension activities by promoting flexible and effective governance with the help of ICT and other innovative techniques. We have initiated a number of healthy practices and skill development programmes.

To make academic life on the campus vibrant by guiding students through a process of intellectual enquiry and self discovery and to rededicate ourselves to better positioning Henry Baker College, as a 21st Century institution of higher learning that is bound to scale new heights in academic and co-curricular activities, various programmes were organized.

We have a track record of firsts in sports and games. I thank all the departments and other associations and forums in the college for making this academic year a fruitful one.

I request your whole hearted co-operation in making it lead others by example. We must strive to see our students succeed in their lives both as students here and as citizens after they leave us. I wish all of you all the best in life

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CHRONICLE

A Calendar of events rippling down the memory lane
HENRY BAKER COLLEGE, MELUKAVU
Affiliated to Mahatma Gandhi University, Kottayam



Tel: 04822-219014, 9690170018 | Email: toprincipal@gmail.com Website: henrybakercollege.edu.in | Melukavattur P.O., Kottayam, Kerala-686 852

Vol - No. 2

Annual News Letter 2018-2019

PRINCIPAL'S DESK

Dear parents, students, alumni and well-wishers,

Greetings from Henry Baker College!

An exuberant welcome to the academic session 2019-20! Let us pave the way to its commencement with great fervor and supposition for achieving towering standards in the field of academics and other essential skills.

It gives me immense pleasure to invite you to take an initial peek into the heart that beats behind the appealing façade of Henry Baker College, Melukavu. I profusely thank you for your interest in this higher educational institution, situated in a rural and tribal setting, which has recorded four decades of constant development, in the course of which it has accomplished much, making it one of the colleges recognized for its excellence.

Education awakens the power and beauty that lie within us. Education does not only mean academic excellence, rather it is a synchronized combination of hand (Skills like different Arts), head (Intellectual Capacity) and heart (Value System). In today's digitalized world, it is the biggest challenge for educators and parents, to nurture the young minds with the indelible impressions of a holistic education.

The college has carved a niche for itself, with the dedicated efforts of our deeply committed management team, talented teachers and active parents. We are committed to provide enjoyable learning

experiences by providing students an exquisite platform to hone their creative and inter-personal skills. The rich alumni of college are a clear example of their cherishable and vivid learning experiences at this college. The college is pledged to instill the much required values in the students without compromising their scientific temperament and questioning spirit with the motto "From Darkness into Marvellous Light".



At HBC, we believe that 'education' is a wholesome, holistic exercise and as such we strive to give a whole new meaning to the word. Coupling this basic premise with the idea of a sense of belonging to one family—the HBC family—we look at ourselves as 'care-givers.' We care for the mind—ours is a sterling academic institution; we care for the person—the accent is on the all-round development of personality. I wish you the best in the process of seeking to become a part of this family.

Wholeheartedly welcome to your new life at Henry Baker College to be agents of transformation and development at different levels of life and we hope you have a great time with us.

Dr. Gresh Kumar GS

Principal



CHRONICLE

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HENRY BAKER COLLEGE, MELUKAVU
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Annual News Letter 2017-2018

PRINCIPAL'S DESK

Dear colleagues, parents, students, alumni and well-wishers,

It gives me immense pleasure to pen a few words as prologue to our newsletter exclusively set as a chronicle of events happened in our college during the academic year 2017-18. When we take a stock of the campus activities of the forgoing year, it is gratifying to note that there were diverse value-added programs organized by the college in general and various sub-units and clubs in particular. I congratulate all the stakeholders for their invaluable support extended throughout the previous year in our race from better to the best.

Henry Baker College has been rendering yeoman service to the cause of Higher education for the past 37 years. A college established in 1981, named after CMS Missionary Rev. Henry Baker Jr, who is remembered as 'Apostle of the Hills', primarily to cater to the educational needs of the neglected sections of the society, has been instrumental in the social and cultural transformation of people in this part

of Kerala. We aim at holistic development of pupil to unleash their inherent potentials. Academic year 2017-18 was certainly a year of action and joy for all of us. Curricular, extracurricular and co-curricular activities in the campus were certainly enlightening and enriching.



There were myriad value added programmes conducted during the academic year by the Department of Commerce, History, Physics, and English. Notable personalities such as Sri. Kadakampally Surendran, Hon'ble Minister for Co-operation, KM Mani MLA, Smt. Bijimol MLA, Dr KKN Kurup noted Historian and Former Vice Chancellor of Calicut University, Former Kerala Chief Secretary Gigi Thomson (IAS Rtd), Dronacharya Thomas KP, Transgender activist Sheethal Syam, musician Sooraj Kuruppu are some of the eminent



CHRONICLE

Annual News Letter 2015-2016



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Principal's Message

The academic year 2015-2016 has been a momentous one in the history of the college. A large number of seminars, conferences, workshops and invited talks have been conducted in the academic year. We are on the path of modernisation aimed at strengthening the academic and physical infrastructure for achieving excellence. Dear students this college is proud of you. You are our brand ambassadors. Our teachers are well qualified and committed with sincerity and vision. Take inspiration from them. Make use of facilities here and become noble citizens of India. Let education lead to your formation and transformation with ignited minds for unleashing your power for developing a new India where poverty, unemployment and corruption do not exist.



Chronicle 2015-2016 HBC



CHRONICLE



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Principal's Message

Prof.Renjith Sebastian DDO



Henry Baker College strives to be " A college with differences" in every aspect. Last academic year also the college broadened the outlook of students by emphasizing the values and virtues of life through education inclusive of positive thinking, developing analytical skills, moral, social and aesthetic values. Henry Baker College has a rich and continuing tradition of pursuing excellence in the field of academics and placements.

I congratulate the staff and students of all faculties who used various mediums of expression to present their ideas. As long as our ideas are expressed and thoughts kindled we can be sure of learning, as everything begins with an idea. I appreciate every student who shared the joy of participation in co-curricular and extracurricular activities along with their commitment to curriculum. That little extra we do, is the icing on the cake. 'Do more than belong participate. Do more than care - help. Do more than believe - practice. Do more than be fair - be kind. Do more than forgive - forget. Do more than dream - work.'

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Farewell



Scholar Support Program (SSP)

Link: [Click Here](#)

REPORT OF SCHOLAR SUPPORT PROGRAMME (SSP): 2019-2020

The SSP report graphically portrays all significant activities of 2019-2020 academic year. This document also attempts to provide a crystal clear picture of the effort by the SSP teams to implement SSP in Henry Baker College, Melukavu. First Year and Second Year Students were selected to the SSP from department of Commerce, English, History and Physics. Everything was done as per the rules and regulations of the programme and with the consent of the SSP committee members. This is a turning point where attention is focused on teachers as flag holders.

Scholar Support Programme has helped us in recognising our student's strengths and challenges. The needy and weaker students get additional attention and they get an opportunity to learn the concepts and ideas again which are difficult for them. We envisage extending support to students in the undergraduate programme with timely assistance in terms of tutorials, additional lectures, study materials and solved question papers. We, the team here in turn gain strength out of this encouragement and remain ready to serve to the satisfaction of our students. The programme was successfully completed in our college during the academic year 2019-2020.

DETAILS OF THE DEPARTMENT & RESOURCE PERSONS FOR THE YEAR 2019-2020 SEMESTER I&III (Ended in 01.11.2019) SEMESTER II&IV (Ended in 16.01.2020)

List of Internal Mentors (First & Second Years)

Sl.No	Name	Class
1	Dr.Disha V.J (Sem I &II)	I B.Sc.Physics
2	Ms.AthiraVenugopal(Sem III &IV)	II B.Sc.Physics
3	Mrs. Anumol Sam (Sem I &II)	I B.Com
4	Ms. Lenittamol Abraham (Sem III &IV)	II B.Com
5	Ms. Bency Mohandas (Sem I-)& Ms. Ragi K.R.(Sem II)	I B.A.History
6	Ms. Ragi K.R.(Sem III) -& Mr.Jibin Mathew (Sem IV)	II B.A.History
7	Dr. Jeevankumar K. (Sem I &II)	I B.A. English
8	Prof. Paul Mathews(Sem III &IV)	II B.A. English
9	Ms. Stephy James (Sem I)&Prof.Elizabeth Joseph (Sem II)	1. English (General)
10	Ms. ArunaVimalan (Sem III &IV)	2. English (General)

List of External Mentors

(First & Second Years)

Sl.No	Name	Class
1	Mr.Abin Joseph	I Years
2	Mr.Savio K Sanichan	II Years

List of Internal English Mentors

(First & Second Years)

Sl.No	Name	Class
1	Prof.Ansa Andrews	I Years
2	Dr.Jeevan Kumar K.	II Years

Internal Mentoring classes

Department: Physics Sem: I,II Name of the teacher :Dr.Disha V.J.

Department: Physics Sem: III,IV Name of the teacher :Athira Venugopal



3. B.Com Department

Department : Commerce Sem : I & II; Name of the teacher : Smt.Anamol Sam

Department : Commerce Sem : III & IV ; Name of the teacher : Mis.Lenittamol Abraham



Department: History Sem: I Name of the Teacher: Bency Mohandas

Department: History Sem II Name of the teacher: Mrs. Ragi K R



Department : History Sem: III

Name of the teacher : Mrs. Ragi K. R

Department: History Name of the teacher: Dr. Jibin Mathew (Sem: IV)



Department: English Sem: I, II

Name of the teacher: Dr. K. Jeevan Kumar

Department:EnglishSem: III & IV ; Name of the teacher: Paul Mathews



5. B.A/B.Sc. Department: English Sem: I Name of the teacher:Ms.Stephy James

B.A/B.Sc .Department: English Sem : II Name of the teacher: Elizabeth Joseph

B.A./B.ScSem III English Teacher : ArunaVimalan

Classes Engaged: Third Semester B. A History and B. Sc Physics (Common Course English)

B.A./B.ScSem IV English Teacher : ArunaVimalan

II. General English Mentoring

(All enrolled SSP Students of 2019-2020 academic year)

1. Dr.Jeevan Kumar K taking English General Mentoring sessions (40 Students) for First Year Degree SSP Students

English - General Class forFirst Year Students

Department: English Sem : I Name of the teacher: Dr.K. Jeevan Kumar

Total number of internal mentoring sessions engaged: 10hrs.

2. Prof .Ansa Andrews class taken English General Mentoring sessions Report (40 Students)for all second Year

Degree SSP StudentEnglish - General Class for Second Year StudentDepartment: English Name of the

teacher: Ansa Andrews

Total number of internal mentoring sessions engaged: 10 hrs.

III. External Mentoring Classes

1. AbinJoseph took classes for I Year SSP students of 2019-2020

Department: External Mentoring Name of the Teacher: Abin Joseph

Sl. No	Date	Sessions	Name of Internal Mentor Engaged	Batch 1st/2nd/3rd Year
1.	23/11/2019	Time: 9:30-12:30 and 1:30-3:30 Subject : Life skills and Time management Topic : Goal setting Short term and long term goals How to build up an Organised life style Time management skills Focused efforts for successful life	Abin Joseph	2nd Year
2.	7/12/2019	Time: 9:30-12:30 and 1:30-3:30 Subject : English Language Skills Topic : English as a global language introduction. Basic Grammar rules Formal and Informal Writing	Abin Joseph	2nd Year
3.	25/1/2020	Time: 9:30-12:30 and 1:30-3:30 Subject : English Language Skills Topic: How to build up a strong vocabulary Practical methods to improve Listening Skills,Spoken English Practice	Abin Joseph	2nd Year



2. SavioK Sanichen took classes for II Year students of 2019-2020

S.S.P. HENRY BAKER COLLEGE

S.NO	Date	TOPIC	No of Hours	No. of students	Name of the trainer
1	1/2/20	1. Personal growth(Self -esteem enhancement) 2. English Language Skills (Speaking,)	5	20	Savio K Sanichen
2	22/2/20	1. Learning skills 2. English Language Skills (Listening)	5	30	Savio K Sanichen
3	29/2/20	1. English Language Skills(Writing) 2. Personal growth and Learning Skills	5	15	Savio K Sanichen



Tea Breaks



During external mentoring sessions (3 days) tea and snacks were given to SSP students Rs. 2970/- only.
SSP Study Material distribution on 01.01.2020, By College Principal Dr.Gireesh Kumar G S



A Discussion - How can we apply SSP for students - We the Team, Internal mentors



Open discussion about SSP of 2019-2020 academic year



In this meeting, students and teachers shared their ideas about the programme. Principal Dr. Gireesh Kumar G.S., SSP Committee Members Dr. Beena Paul, HOD of History dept., Prof. Ajitha V.R., HOD of Hindi dept., addressed the meeting. The internal teachers and students were given the feedback of this programme.

Honouring the Topper - Meeting, SSP towards heights...



Meeting felicitated II Year SSP Student Ms. Annie Roy of II BA English for bagging II Position in the I Semester University Examination conducted 2019

Co-ordinator: Prof. Soumya Paul

**PRINCIPAL
HENRY BAKER COLLEGE
MELUKAVU**



Walk With a Scholar (WWS)

Link: [Click Here](#)

REPORT 2016-17

Walk With A Scholar is a programme initiated by the New Initiatives wing of the Department of Higher Education, Kerala. The ultimate aim of the programme is to provide extra support and guidance to a selected cream of the student community of both government and aided colleges across the state. The programme was introduced in aided colleges in 2014-15. Henry Baker College, Melukavu has been participating in WWS since the introduction of the programme.

In 2016-17, Prof. Paul Mathews continued as the coordinator of WWS in the college. As per directions from the Department of Higher Education, the IQAC Coordinator Prof. Korah Jacob monitored the activities of WWS. The internal mentors for the final year batch were:

1. Dr. Antony Joseph
2. Dr. Beena Paul
3. Prof. Korah Jacob
4. Prof. Shinu Thomas P.
5. Ms. Anisha Sam Merin

The internal mentors for the second year batch were:

1. Prof. Dona Sebastian
2. Dr. Santo Jose
3. Prof. Justin Jose
4. Dr. Nisha Joseph
5. Ms. Athira R. Nair

As soon as the admission to the first year degree courses was completed, applications were invited from interested first year students and the selection procedure was over by August. The internal mentors chosen for the first year batch were:

1. Prof. Liza George
2. Prof. Ansa Andrews
3. Prof. AshlyMereena Mathew
4. Ms. Kabani R.
5. Ms. Rejina Mary Joseph

A staff meeting of the college decided to conduct internal mentoring sessions on every first Saturday in addition to other convenient times. Teachers began to meet their mentees in September.

WORKSHOPS

Prof. Paul Mathews attended a two day capacity building residential workshop for WWS coordinators at Loyola Extension Services, Loyola College of Social Sciences, TVM, on 02.12.2016 and 03.12.2016. Prof. Ansa Andrews and Prof. AshlyMereena Mathew attended the cluster workshop for internal mentors at Newman College, Thodupuzha on 20.01.2017.

STATE MOTIVATION CAMP

Mr. Franklin Sam Francis of II year B. A. English attended the state motivation camp FOCUS 2017 held at Chaitanya Camp Centre, Thellakom, from 20.01.2017 through 22.01.2017.

EXTERNAL MENTORING

Five external mentors were invited to the college in the academic year to motivate and guide our WWS mentees. They were:

1. Mr. Anish Mohan
2. Mr. Alexander s.
3. Mr. Saju Thomas
4. Mr. JayadevaVarma
5. Mr. Jobin Joseph

Mr. Anish Mohan, a well-known motivational speaker, came to our college to interact with our students on 04.02.2017. Later in this year he was awarded with Kerala State Youth Icon Award. Mr. Alexander Saju is an assistant professor of English at Mangalam College of Engineering and a Language trainer. He took three sessions on Communication Skills on 07.01.2017. Mr. JayadevaVarma, Grandson of renowned Malayalam poet Ambalapuzha RamaVarma, is a trainer of competitive exams. Mr. Varma gave our students an orientation towards the successful mastering of general awareness for various competitive exams. Those sessions were taken on 14.01.2017 forenoon. Mr. Saju Thomas, a retired hand from the central sector engaged the afternoon sessions on How to Crack PSC Exams. He shared his knowledge in the career options in central government sector. His expertise in the field was exploited by our students. Mr. Jins Joseph, career guidance expert of Trinity Academy, Athirampuzha, gave an outline of career opportunities in public sector on 21.01.2017 Saturday. Altogether we conducted fourteen sessions (hours) of external mentoring for our students. The photos of the same are given below:



Sri. Anish Mohan talking to our students.



Sri.Anish Mohan



Sri.Alexander S.



Sri.Jins Joseph



Sri.JayadevaVarma

As per the guidelines from the Department of Higher Education, Walk With A Scholar Programme of 2016-17 came to an end by June 2017. Dr. Antony Joseph, one of the internal mentors, resigned from his duty as an internal mentor of WWS in January 2017 because of his busy schedule. So we completed the programme with fourteen internal mentors. All the internal mentors except Dr. Antony Joseph submitted their Activity Reports and received remuneration. Guest lecturers did the same in March 2017 itself. In total, we spent 105650.00 rupees and refunded the balance amount 136850.00 rupees. The audited statement of account, refund receipt, vouchers, receipts, list of

students and internal mentors and activity report is being sent along with this report. I regret the fact that I couldn't settle the accounts and send the report on time mentioned by the Department. I take this opportunity to apologize for the inconvenience caused.

I would like to thank the Officer in charge and staff of the New Initiatives for their support and sacrifices. The internal mentors and the principals in charge who assumed the office in the absence of a permanent principal too played a crucial role in making the programme a success. I thank them too. I thank the external mentors who came to the college and shared their expertise to our students.



Paul Mathews
Coordinator



PRINCIPAL
HENRY BAKER COLLEGE
MELUKAVU





CENTRE FOR CONTINUING EDUCATION KERALA
Anathara Lane, Charachira, Kowdiar P.O, Thiruvananthapuram

PROCEEDINGS

Centre for Continuing Education Kerala, Thiruvananthapuram – Sub centres and registration granted and Orders issued.

C SECTION

No: CE/C/7499/2016

Thiruvananthapuram, Dated : 09/02/2018

Read : Application from the Principal, Henry Baker College, Melukavu, Kottayam.

ORDER No. 110/2018/CCEK

The Principal, Henry Baker College, Melukavu, Kottayam has submitted an application for getting sub centre registration which is complete, verified and found acceptable. Hence sanction is hereby accorded to the Principal to function as sub centre of the Centre for Continuing Education Kerala for the purpose of undertaking the Continuing Education Programmes of CCEK. The registration number allotted to the institution is CE/A/438/2018.

The sub centre is directed to conduct the courses of CCEK in accordance with the guidelines of CCEK and with prior permission from the undersigned. You are also directed to quote the registration number in all the future correspondence to be made with CCEK.

Sd/-
DIRECTOR

Forwarded by Order


FINANCE OFFICER (i/c)

To,

- 1) The Principal, Henry Baker College, Melukavu, Melukavumattom.P.O, Kottayam - 686652
- 2) Dispatch Section
- 3) S/F, O/C

SWAYAM NPTEL

Link: [Click Here](#)



2019-11-20

To
The Principal
HENRY BAKER COLLEGE, MELLUKAVU
HENRY BAKER COLLEGE, MELLUKAVU; MELLUKAVUMATTOM P O; KOTTAYAM, KERALA-686652

Dear Sir/Madam,

Sub: Establishing SWAYAM NPTEL Local Chapter in your college

Greetings from the NPTEL office.

This is to acknowledge the receipt of your letter accepting to host SWAYAM NPTEL Local Chapter in your institution.

The Single Point of Contact (SPOC) nominated from your college is

Name of SPOC: JENIPHER CARLOS HOSANNA
Designation: ASSISTANT PROFESSOR
Department: COMMERCE
Contact No(s): 9495875531
E-mail id: hosannagardens@gmail.com

We wish to inform you that all future correspondence related to NPTEL contents and online courses will be made to the afore-mentioned SPOC. His/She will be routinely updated with all the latest NPTEL initiatives which then may be circulated among the students.

We are also happy to share that a dedicated SWAYAM NPTEL Local Chapter web page is being created and your institution will have a separate page on it (<http://npTEL.ac.in/LocalChapter>).

Thanking you.

Sincerely

A handwritten signature in black ink, appearing to read 'Andrew Thangaraj', is written over a faint, larger version of the signature.

Prof. Andrew Thangaraj
NPTEL Coordinator
IIT MADRAS

YIP (Young Innovators Programme)

Annual Report -2019-20

Coordinators: 1.Soumya Paul -Assistant Professor in Malayalam.

2.Shinu Thomas P.- Assistant Professor in Commerce.

Young Innovators Programme is a uniquely designed programme aimed at igniting the young minds which comes under the Kerala Development and Strategic Council (K-DISC). This platform makes young minds with innovative ideas and sci-tech innovations in thematic areas of global relevance that solve real problems in the world. It will open the outer world to young students and will promote a culture of innovation in Kerala. It is designed to create a revolutionary change in the academic system of the state. This programme includes socially relevant issues which may require intervention in the form of a social enterprise.

Henry Baker College, Melukavu has become part of this innovative programme from 2019 with institution ID.15621. It enhances students to **Think , Design and Innovate for Kerala .**



Aim :

Young Innovators Programme (YIP) is an action plan managed by the Government of Kerala, K-Disc. It aims to recognize the skills and aptitude of students in creative and technical fields. This programme will develop bright, young minds everywhere to apply their acquired skills and enable them to think beyond boundaries.

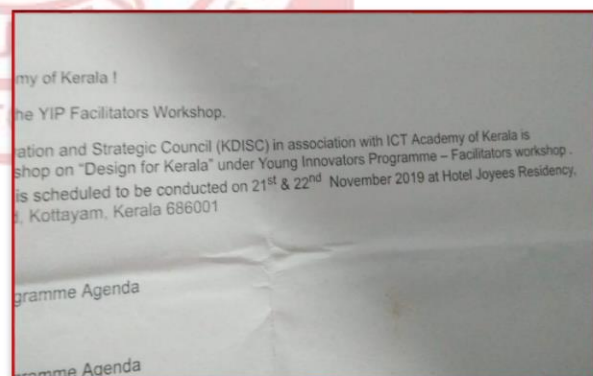
Our highlights

Mr. Akhil Santhosh (I M.Com) and Mr. Jithin Johnson (III B.Com), who joined YIP during the academic year 2019-20 has received government approval. On 6th November 2019, they registered their ideas and got selected by YIP panel.

REGISTERED IDEA DETAILS	
IDEA ID	614
GROUP LEADER NAME	Akhil Santhosh
IDEA TITLE / SUMMARY	Helping oldage people
IDEA THEME	Prob of Children & Aged
DISTRICT OF EVALUATION	KOTTAYAM+PATHANAMTHITTA
SLOT	6 TH NOVEMBER 2019 SLOT 1 – 9 AM REPORT AT 8:45 AM

REGISTERED IDEA DETAILS	
IDEA ID	376
GROUP LEADER NAME	jithin johnson
IDEA TITLE / SUMMARY	SUMMARY_THEME
IDEA THEME	Water & Energy
DISTRICT OF EVALUATION	KOTTAYAM+PATHANAMTHITTA
SLOT	6 TH NOVEMBER 2019 SLOT 2 – 1 PM REPORT AT 12:45 PM

K-Disc appointed Prof.Soumya Paul, Assistant Professor in Malayalam and Prof.Shinu Thomas P, Assistant Professor in Commerce as certified facilitators by participating in the facilitator's workshop during this current academic year.





The government is putting an effort for the future and providing funds for students to create, to sharpen and for developing innovative ideas.

Prepared By ,

Soumya Paul -Assistant Professor in Malayalam



HENRY BAKER COLLEGE, MELUKAVU
YOUTH RED CROSS ACTIVITIES
Annual Report 2015-16

Teacher in Charge: Dr. Beena Paul

Secretary: Vidya Vijayan II B.Com

1. KARUTHAL- AID FOR HOUSE RENOVATION

An amount of Rs. 10,030 was collected from the students of History department and teachers of the college to help a student for the renovation of the house destroyed due to natural calamity.

2. NUANCE.

On 5th September 2015, Sailas Mathew, III BA English made a video presentation titled *NUANCE* that focused on the need for charity works and made conscious of the need to care and love others.





3. VISIT TO MARIA SADAN

On 22nd August 2015, YRC Director, Dr. Beena Paul and 21 members visited Marian Sadan, an old age home at Pala. Students distributed sweets and spent time with the aged and sick. The visit was a new experience to students, as the inmates told their stories and experiences to them. Moreover they understood the agony and pain of the rejected ones.



3. Visit to Santhinilayam

On 24th September 2015, YRC members along with director Dr. Beena Paul visited Santhinilayam, an orphanage for the mentally retarded boys and girls, at Kollapilly near Pala and distributed clothes that were collected from the college by the students. The programme was also intended to make the students aware about taking care of the poor and needy.





1. **Support to Indian Red Cross Society**-YRC members sold stamps for Rs.2000, to support the Indian Red Cross Society, Kerala state Branch.

577/37

INDIAN RED CROSS SOCIETY
KERALA STATE BRANCH
Red Cross Road, Thiruvananthapuram-695 037

No. **1074** Date 22/12/15

Received with thanks from Sri/Smt. Dr. Beenapaul

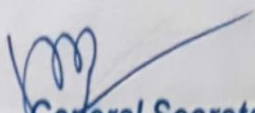
Director Hry. Balas college Melukkanu

sum of Rupees Two thousand only

towards Red cross stamp

Rs. 2000/-

NB: Donations to Red Cross are exempted from Income tax


General Secretary

4. Karuthal - One time meal to Visrandhi Nilayam.

A meeting was held on 23rd February 2016 and the YRC members decided to give one time meal on every Tuesday to the inmates of 'Visrandhi Nilayam,' an old age home near to the college. Accordingly on 15/3/16, 22/3/16, 29/3/16 & 5/4/16, Rs.350 was collected by the students of Department of History, Commerce, Physics, and English respectively.

VISHRANTHI NILAYAM, MELUKAVU
(A Home for Senior Citizens & Needy)
Reg.No. K. 104/07
Melukavumattom 686652

No. 1207 Date 15-3-2016

RECEIPT

Received with thanks from Shri/Smt. Yank Red Cross Society
Henry Baker College Melukavu

Sl.No	Items	Rs.	Ps.
1	Membership		
2	Endowment		
3	Sponsorship		
4	Donation for <u>One day Meal</u>	350	
5	Others		
Total		350	

Rupees in words THREE HUNDRED and FIFTY / -

Treasurer / Secretary / Director
J.V. Johnson



HENRY BAKER COLLEGE, MELUKAVU

National Service Scheme (Unit No. 54)

PO-1 - Dr. Nisha Joseph

PO-2 - Prof. Justin Jose

Volunteers cum Secretaries: Mr. AnandhuBabu
Ms. AlfiyaEliayas

1. MAZHAKKALA POORVA CLEANING PROGRAMME [Pre-Monsoon Cleaning Drive]

Melukavu Grama Panchayath and NSS unit of Henry Baker College jointly organized a pre-monsoon cleaning drive on 11th May 2019. NSS programme officers and volunteers participated in the program.



2. WORLD ENVIRONMENT DAY

“World Environment Day aims to inspire everyone to make their voices heard — citizens need to urge their governments to deliver on their commitments to safeguard nature, end pollution and ensure that environmental laws are upheld.”

NSS unit organized an Environmental Day Programme on 5th June 2019, this year also we planted fruit trees around the college and as an epilogue to this, college staff and students

took SuchithwaPrathinja (Cleanliness Pledge). Every year on World Environmental Day we took an oath to assure ourselves for maintaining our surroundings clean. The programme has been entrusted to every NSS Unit under MG University by the SwachhtPakhwadaProgrammes of Prime Minister.



3. NSS ORIENTATION PROGRAMME

One day orientation for the first year NSS volunteers held on 21st June 2019. Evry 120 NSS volunteers participated in this programme.



4. VALICHERIYAL MUKTHA CAMPUS-NAGARAM PROGRAMME

[ZERO WASTE CAMPUS – CITY PROGRAMME]

Based on the direction from MG University, Kottayam, our NSS unit organized *ValicheriyalMuktha Campus-Nagaram* Programme on 22nd June 2019. Purpose of the programme was to make the pupil aware of the need for cleanliness; else it will damage our environment and future. Seventy-eight volunteers very actively participated in the programme. On this day students distributed awareness notices to the public and shopkeepers at Melukavumattom. This was a continuation of the SwachhatPakhwada programme of Central government.





5. BREAST CANCER AWARENESS PROGRAMME

Breast cancer is by far the most common cancer in women worldwide irrespective of the status of the country viz. developed, developing, least-developed, or heavily indebted. In low income and middle-income countries, the incidence has been rising steadily in the last few years due to increase in life expectancy, increase in urbanization and westernization.

In Association with Govt. Medical College, Kottayam and NSS Unit of Henry Baker College organized a programme on Breast Cancer Awareness on 24nd June 2019, named SAKHI. This was a very useful programme for all the student volunteers and Kudumbashree members. 42 students and 15 Kudumbashree members participated in this programme.



**EXCLUSIVELY FOR GIRL STUDENTS
AND KUDUMBASHREE MEMBER
MELUKAVU GRAMPANCHAYATH**

*Breast Cancer
Awareness Programme*

6. International Day of Yoga

We have been celebrating the **International Day of Yoga** on 21 June since 2015, following its inception by the United Nations General Assembly of 2014. Yoga is a physical, mental and spiritual practice which is originated in our country.

We practiced Yoga on 21 June 2019 as part of Yoga Day. All the NSS volunteers actively participated. Our faculty KrishnadasChinnappan quoted the words of our honorable Prime Minister NarendraModi: “Yoga enhances our quest for a healthier planet. It has emerged as a force for unity and deepens the bonds of humanity. It does not discriminate against people. It goes beyond race, colour, gender, faith and nations. Anybody can embrace yoga.”



7. INDEPENDENCE DAY

The Independence Day of India, which we celebrated on every 15th of August, holds tremendous ground in the list of national days, since it reminds every Indian about the dawn of a new beginning, the beginning of an era of deliverance from the clutches of British colonialism of more than 200 years. Dr. Gireesh Kumar G.S (Principal) gave the Independence Day message and commemorated the events and struggles. He quoted, “it was on 15th August 1947 that India was declared independent from British colonialism, and the reins of control were handed over to the leaders of our Country. India's gaining of independence was a tryst with destiny, as the struggle for freedom was a long and tiresome one, witnessing the sacrifices

of many freedom fighters, who laid down their lives on the line.” 70 students participated in the programme and were ignited with spirit and love towards our nation.

8.FLOOD RELIEF ACTIVITIES

NSS volunteers of our college collected and distributed provisional items and food materials for flood affected areas of Kottayam district on 15 August 2019. It was a great relief to the people staying in the flood rehabilitation camps.



9. *Gandhi Jayanthi Celebration*

Gandhi Jayanthi Day was celebrated on 2 October 2019 along with the ongoing cleaning and crap collection camps. 62 NSS volunteers started organic farming on campus and cleaned Melukavumattom town and CHC Edamaruku.



10. National Service Scheme at 50 [NSS@50]

NSS Golden Jubilee was celebrated on 24th September 2019, as part of it we organized a public meeting at Melukavumattom town and organised a rally from Melukavumattom to college. 210 students participated in the programme with great enthusiasm and coordination.



11. NSS BLOOD DONATION CAM



The NSS unit of Henry Baker College Melukavu organized a Blood Donation Camp in collaboration with Lions Club of Pala Spice Valley on 2nd November 2019. The camp began at 10.00 a.m. with an inaugural function wherein Dr. Gireesh Kumar G S, College Principal, delivered the welcome speech. The Camp was inaugurated by Sri. Mani C .Kappen MLA and presidential address was given by Rt. Rev. V.S Francis, Manager of the college and Bishop of East Kerala Diocese. MJF Ln. MrBabuVadakkemuri expressed his gratitude to NSS unit of the college, for its continuous endeavor in this regard. MJF Lion KJ Thomas IPS (Rtd.), Lion. Prof. Renjith Sebastian and Lion Remy Babu proposed the vote of thanks. 40 NSS volunteers came forward to donate blood including students, teaching & non-teaching staff and kind hearted people from nearby locality.



The blood donors were provided with a blood donation certificate and a card by SH Blood Bank Kottayam. We are indebted to staff and students for donating 40 units of blood.. The camp concluded at 1.45 p.m.



12. SUVARNAM 2019



സുവർണ്ണം 2019



സപ്തദിന ക്യാമ്പ്

ഡിസംബർ 20 മുതൽ 26 വരെ

ഹെൻറി ബേക്കർ കോളേജ്, മേലുകാവ്

നാഷണൽ സർവ്വീസ് സ്കീം

യൂണിറ്റ് നമ്പർ: 54

സ്ഥലം: MDCMS ഹൈസ്കൂൾ, എരുമാപ്രമറ്റം

The National Service Scheme Special Camp for the Academic Year 2019-2020 *SUVERNAM 2019 (COLOURS 2019)* was held at MDCMS High School Erumapramattom. Dr. Nisha Joseph, Programme Officer, welcomed the gathering. The meeting was presided over by Dr. Gireesh Kumar G.S, principal and inaugurated by Ms. Nisha Joseph (President, Melukavu Grama Panchayath). This was organized in association with HarithaKeralam Mission for cleaning the Meenachil Riverbed, Bio-diversity Park, and survey of ANERT. The felicitations

were given by Sri. AnuragPandikattu (Ward Member), and Sri. Anshad Ismail (HarithaKeralam Mission). The camp was concluded by a vote of thanks by Mr. Justin Jose (Programme officer).



General Instructions about the camp were given by Dr. Nisha Joseph (PO). Ice Breaking Session was also conducted during the session by Mr. AnishThannikan (Head of the Department, B.Voc Tourism and Hospitality). This was highly motivating and energizing for students.



I. CLEANING OF MEENACHIL RIVERBED

Cleaning of Meenachil Riverbed was the main activity for the camp, in association with Melukavu Grama Panchayath and Haritha Kerala Mission. This was inaugurated by Ms. Nisha Joseph (President, Melukavu Grama Panchayath). About 3 km of riverbed was cleaned by the volunteers, Panchayath Members, Panchayath staff, and the Kudumbasree.



II. VRIKSHAYURVEDA SEMINAR

The afternoon session was handled by Sri. K. Binu, a 51-year-old conservationist who has been doubling up as a tree doctor for many years. He is a schoolteacher by profession, studied about what is going on underground and beneath the bark of a tree. Also a practitioner of Vriksha (Tree) Ayurveda, a rare branch of knowledge that finds mention in ancient books, he has been on a mission to save trees ravaged by different diseases. “Just as you cannot kill a man because he suffers from an illness, you are not supposed to cut down a tree for the same reason. Trees too have a character, scream with pain, feel loneliness and crave for affection,” said Mr. Binu, who is also a member of the State Forest and Wildlife Board. Inspired by the environmentalist S Seetharaman, Sri Binu has been conserving, preserving and treating trees (like a doctor treating his/her patient) for several years. The session was an interesting

experience for the volunteers who participated. He also inaugurated the Climate Action Group of Henry Baker College.



Sri.AbyEmmanual, an environmentalist and an activist took the next session; he taught about time and age when new and emerging concerns about the environment are throwing up serious challenges, it is indispensable that all the global citizens must come together to tackle this very serious menace of environmental degradation that is threatening our very existence. Yet throughout history and even now we continuously come across names that sincerely work towards creating a better tomorrow by fostering a better present through their whole hearted efforts. He explained the importance of protection of environment in the modern era. The cultural programs of volunteers were also organised after the session.

III. BIODIVERSITY PARK

Works for the preparations of Biodiversity Park at school premises were commenced under the NSS unit of our college. The volunteers jointly participated in making the land suitable for this park. Biodiversity Park is nothing but the effort to make balance between nature and mankind. Conserving biodiversity is concerned with restoring the equilibrium between humans and atmosphere.



Rev. Adv. P.D Joseph (District Court Idukki), a retired professor, took a session on “The Protection of Children from Sexual Offences (POCSO) Act” which was enacted to provide a robust legal framework for the protection of children from offences of sexual assault, sexual harassment and pornography, while safeguarding the interest of the child at every stage of the judicial process. The session was very informative for the volunteers.

IV. QUIZ COMPETITION

Sri. K J Joseph Kallikattu (Retired Headmaster) conducted a quiz competition based on General ideas and points related to India, World, Sports, Awards, Science, Geography, History, Places, Countries, Rivers, etc. The volunteers actively participated in the program. Afterwards, in the evening, cultural programs were also conducted.

V. ANTI-NARCOTICS

Fourth Day of the camp started with a morning exercise at 6 am. After that the preparations for the Biodiversity Park continued till noon. Sri.Alphons Jacob (Excise Department, Erattupetta) took a session on Anti-Narcotics. The Department is administering laws related to Liquor, Narcotic Drugs, Psychotropic Substances and Medicinal Preparations containing alcohol, narcotic drugs, etc. He educated the NSS community about risks associated

with using alcohol and other drugs and also to prevent alcohol and drug usage and thereby to build up a liquor-free society and eradication of drug abuse to ensure a happy, peaceful and prosperous society.



VI. LIFESTYLE DISEASES AWARENESS PROGRAMME

Dr. Josemon P. George (Government Hospital, Thodupuzha) took a session on Lifestyle Diseases. He interacted with the students on their doubts and solved the health related problems of students.

VII. PERSONALITY DEVELOPMENT

Dr.Santo Jose (HOD, Commerce & Former PO NSS) handled a session regarding the importance of National Service Scheme in Personality Development of NSS volunteers. He inspired and motivated the students on how to become a better volunteer. He commented that NSS is aimed at social welfare of students, and to provide service to society without bias. He also taught on how to work for social welfare and how to serve the needy people for enhancing their standard of living. He also made a relevant point that NSS is an integral part for providing relief materials and service in natural and man-made disasters, by providing food, clothing and

first aid. Afterwards, Mrs. Ajitha V.R (Ex PO NSS and a senior faculty of the college) visited the camp and provided snacks and tea to the volunteers. Prof. Justin Jose delivered a speech on the good old days of NSS under the leadership of the teacher. A cultural programme was arranged after the session.

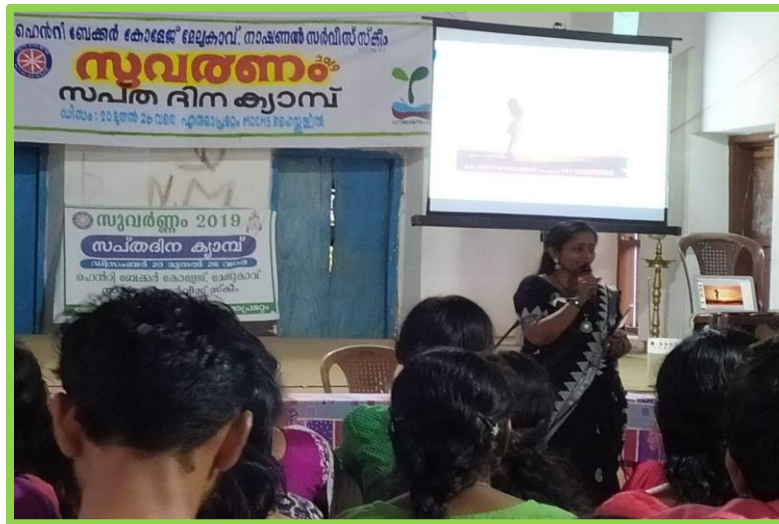
VIII. ANERT SURVEY

NSS volunteers conducted an ANERT Survey on the use of energy efficiencies. The volunteers were arranged into 6 groups and were asked to collect data's with questionnaires about the usage of solar panels. We opted wards of 5,9 and 13 for data collection. Students successfully completed the survey and returned back by 12.30 pm.

Sri. Thomson Joshua (Asst. Field Officer, Department of Agriculture, Thodupuzha) took a session about vegetable cultivation. He told the NSS community the need for cultivating vegetables in their terrace and this work can sound intimidating if the volunteers are new to this vegetable gardening. He said “Most of these vegetable varieties are not only easy to grow but also space-friendly. If you are living in an apartment or sharing one with some housemates, your rooftop or balcony will be sufficient to grow many of these varieties together”.

IX. MIND POWER TRAINING

Adv. DeepthiPrasenan (High Court of Kerala) took a session on Mind Power Training which was a wonderful experience for the students. She quoted, “Mind is a source of energy for us. It is the prime source behind all the finest discoveries across the globe. Our mind shapes our future. It is a well-known fact that our thoughts can make us as well as destroy us”. She mentioned the topic to students with proper illustrations for the listeners. After that Christmas celebration was conducted in the camp.



Volunteers engaged in the works of the Biodiversity Park and Sri. Ramesh R (District Coordinator, HarithaKeralam Mission) motivated the students for their contributions and their wholehearted support for completing the work successfully.



X. FIRE AND RESCUE

Fire and Rescue team from Erattupetta handled a session on the topic “The Kerala Fire and Rescue Services”. They mentioned about the Service Department of the Government of Kerala whose duty is to fight with fire when people and property are at the risk of fire and provide relief measures in times of calamities and disasters in Kerala. It is responsible for the provision of fire protection as well as responding to building collapses, drowning, gas leakage,

oil spillage, road and rail accidents, bird and animal rescues, fallen trees and taking appropriate action during disasters. They explained these things with various role plays.



Rev. Loveson George (Corporate Manager, CSI Schools) gave a Christmas Message, followed by a Christmas cake cutting ceremony. In the evening, faculty of History Sri KrishnadasChinnapan delivered lessons of Yoga for students. And cultural activities were arranged after this session.



A Valedictory Ceremony was conducted at the school. Dr. Nisha Joseph (Programme Officer) presided the meeting and Sri. Jetto Jose (Vice President, Melukavu Grama Panchayath) was the chief guest of this programme. Sri.Anu Krishnan (Volunteer Secretary) concluded the camp with a vote of thanks.

12. PALLIATIVE CARE KUDUMBA SANGAMAM



A social service programme called "Palliative Care KudumbaSangamam" was organized for patients and caretakers in the Community Health Centre, Edamaruk and Melukavu Grama Panchayath. They invited NSS volunteers to the centre, for engaging them with love and care. The programme was a memorable moment for volunteers to receive such hearty responses from them as they really enjoyed our company. Nineteen NSS volunteers actively participated in the programme.

HENRY BAKER COLLEGE

Member
SAP Student Academy Program



AUTHORISED TESTING CENTRE

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Linkage

HENRY BAKER COLLEGE, MELUKAVU

&


SKILLS INDIA, THRISSUR

This Linkage is signed on 8th July 2019 between **Henry Baker College, Melukavu** (Here after called First Party) & **Skills India, Thrissur** (Here after called Second Party). It is agreed by Henry Baker College, Melukavu & Skills India, Thrissur to impart Certification for all students in the college, for enhancing the employability and excellence of students for various skills. Both the parties have discussed in detail the area of cooperation and mutually agreed to make the linkage. Now it is agreed by and between the parties with the following terms & conditions.

Terms & Conditions

1. The Tentative date for the training should be initiated to the Second party by the first party in the beginning of the academy year.
2. First party will provide facilities to the second party in their premises to impart training in the prescribed areas as agreed by both parties.
3. First party will pay the agreed honorarium, subject to revision every year, on satisfactory completion of the training every year,
4. The linkage will be valid for a period of 5 years starting from the date of signing the agreement.






PRINCIPAL
HENRY BAKER COLLEGE,
MELUKAVU





5. The Linkage may be terminated by either side giving 3 months' notice to the effect in writing.

Institution	Henry Baker College, Melukavu	Skills India, Thrissur
Party	First Party	Second Party
Name	Dr. Gireesh Kumar G S	Dr. James C J
Designation	Principal	Chief Executive
Signature		





കേരളം കേരल KERALA

BW 794605

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereinafter referred to as MoU) is made and entered into by and between M/s.ENBRIDG, 2nd Floor, Holy Tuesday Building, Kaloor -17, Ernakulam, Kerala represented by its Executive Manager, Miss. Rohini Unnikrishnan, hereinafter referred to as the **FIRST PARTY** is authorized by M/s. Active Edu-Technologies India Private Limited, a Certiport Authorized State Reseller- Kerala and Karnataka to sell certification products of Certiport in the territory specified in their mutual MoU.

And

HENRY BAKER COLLEGE, having its registered office / campus at Melukavumattom, Kottayam, Kerala, represented by its **Principial, Dr. Gireesh Kumar G.S**, here in after referred to as the **SECOND PARTY**; which expression shall, unless repugnant to the context or meaning thereof, include its successor and assigns;

Nb. 13458
7/11/2018

Rs 1000. Enbridg
kaloor
kochi

Rohini

g.s.

[Signature]



The FIRST PARTY and the SECOND PARTY are herein after collectively referred to as the 'PARTIES';

1. **Whereas**, the FIRST PARTY is authorized to sell Certiport certification programs as it is authorized by M/s. Active Edu-Technologies India Private Limited a Certiport Authorized State Reseller- Kerala and Karnataka to sell certification products of Certiport in the territory specified in their mutual MoU.
2. And **Whereas**, the SECOND PARTY is desirous to certify its students in Microsoft Office Specialist.

NOW THIS AGREEMENT WITNESSES AS UNDER:

1. The SECOND PARTY has approached the FIRST PARTY and its desirous to certify its **100 (One Hundred) Students** in Microsoft Office Specialist certifications and the FIRST PARTY has accordingly accepted the proposal based on which both the parties hereby agreed to conduct the above said program under the terms and conditions laid down in this agreement.
2. Whereas the FIRST PARTY and the SECOND PARTY consider it as necessary, and in the best interest of the parties to reduce such terms and conditions to writing on a stamped paper. The Validity of the MoU will be for one year from **7th November 2018 to 31st November 2019**.

OBLIGATIONS

1. The FIRST PARTY will at all times maintain good working order in all deliverables for the order placed.
2. The FIRST PARTY will dedicate a managing member of its staff with adequate support structure to act as the focal point to co-ordinate activities with the SECOND PARTY.
3. Both the parties agreed that the '**Training, Exam and Certification Fee**' for the students of SECOND PARTY shall be at a concessional rate of **Rs. 2300/- (Two Thousand Three Hundred)** only, for **MICROSOFT OFFICE** online examination and certification as the SECOND PARTY agreed to purchase a minimum of **100 (One Hundred)** exam vouchers for its students. The SECOND PARTY shall make the payment in **two installments** as follows ;

12th November 2018	:	Rs. 1,15,000/-
5th December 2018	:	Rs. 1,15,000/-
<hr/>		
Total	:	Rs. 2,30,000/-

4. The SECOND PARTY agreed to pay the entire project amount of **Rs.2,30,000/- (Two Lakhs Thirty Thousand Only)** for the total number of exam vouchers purchased, irrespective of whether they fully utilized it or not during the MoU Period.
5. The SECOND PARTY will get 12 months time to utilize the entire thousand vouchers from the date of MoU.
6. The FIRST PARTY agrees to provide 2 Days orientation training for the students before the exam. Training timing shall be fixed as per the mutual discussion & understanding between both the parties.

7. The minimum number of participating students for each batch should be 50. No batches will be started without the minimum number of students.
8. The venue and classroom facilities including PCs and internet connectivity for online test and training will be provided by the SECOND PARTY.
9. Under any circumstances, if a class cannot be conducted on a given day, the same will be informed by the SECOND PARTY to the FIRST PARTY at least two days in advance and vice versa. Every student's presence is to be ensured by the School, and if the trainer arrives for a scheduled class as per program, the class will be taken irrespective of the number of students present.
10. It will be the responsibility of the SECOND PARTY to inform the students regarding the scheduled classes or special arrangements. Proper record of attendance of the students shall be maintained by the SECOND PARTY if required. Otherwise the attendance taken by FIRST PARTY shall be accepted as final.
11. As a part of this agreement The SECOND PARTY will get ATC Status from CERTIPORT.
12. SECOND PARTY will be able to display the ATC status on their Boards / websites / brochures.
13. Second Party agrees to use, in advertising and promoting the Products and Services, only those materials approved by FIRST PARTY and in compliance with Program marketing and logo usage guidelines set forth, and to use the same in accordance with instructions from First Party
14. The SECOND PARTY shall consider all the information provided by the FIRST PARTY under this Agreement as confidential. The SECOND PARTY undertakes not to divulge any confidential information to any person except to its employees who need to know the information for successful conduct of the training.
15. The SECOND PARTY shall not transfer, reproduce or reuse any material, soft copy, software or otherwise provided by the FIRST PARTY in personal or institutional capacity.
16. The SECOND PARTY undertakes that the Certification shall be propagated and exercised only through the FIRST PARTY and no other party shall be approached for the delivery of the Certification in any of the campus under the management ownership of the SECOND PARTY, during the term of this MoU.
17. The certificates of the successfully completed students will be provided as per the given schedule.
 - * Soft Copies within 30 days of the examination.
 - * Printed Certificates within 60 days of the examination.
18. The PARTIES shall not be considered in default of the performance of their obligations under the terms of this 'Memorandum', if such performance is prevented or delayed for any causes beyond the reasonable control of the PARTY affected including war, hostilities, revolution, riots, civil commotion, strikes, lockouts, epidemic, fire, explosion, flood, earth-quake, act of God, any act of Government, espionage, , governmental action or interruption of services or any other cause beyond the control of the concerned PARTY which could not have been foreseen or avoided by the exercise of due diligence.
19. All the advertisement materials will be designed and publicized with prior approval from FIRST PARTY in writing.

gs

20. TERMS

Second party agrees:

- a) To conduct its business operations in accordance with all applicable local laws and regulations.
- b) It shall (a) conduct business in conformance with sound ethical standards of integrity and honesty; (b) conduct business in such a way as to not give the appearance of impropriety, even when the behavior or activity is in compliance with the law; (c) not achieve business results by illegal acts or unethical conduct; (d) prohibit Second Party's Support Staff and other employees, agents and subcontractors from offering, paying or authorizing financial, and/or any other item of value or other advantage to be given to any official or employee of any government or political party, political candidates, employees of government enterprises or any other person or entity, with knowledge or a reason to believe that such payment or promise to pay will be made to any government official (each, an Official) for the purposes of (i) obtaining an improper business advantage; (ii) influencing such Official to take, or not to take, any action or decision; or (iii) inducing such Official to use his or her influence to affect any act or decision of a government
21. Except as provided in this agreement the initial term of the SECOND PARTY's association with the FIRST PARTY shall be for a period of one year initially from the date of commencement of this agreement which shall be the date of signing of this agreement by the parties.
22. The title conferred vide this agreement is not transferable to any third party, individual or otherwise other than legal heirs for which a transfer of title has to be executed with adequate reasons for transfer.
23. The agreement shall get lapsed at the end of the first year and at the option of the parties and the agreement may be renewed for another term as mutually agreed upon by the parties. If in any case any of the parties don't want the agreement to be renewed, the same may be communicated in writing 30 days in advance to the date of renewal.
24. The FIRST PARTY reserves the right to terminate this agreement at their option if they are convinced that the SECOND PARTY has violated the purview of this agreement at any point of time with a prior written notice stating the points of violation thirty days in advance and vice versa.
25. The expenses incurred if any in case of termination shall be borne by the party who is at fault.

DISPUTE RESOLUTION:

26. If any dispute arises between the PARTIES here to during the subsistence of this 'Memorandum' or thereafter, in connection with the validity, interpretation, implementation or alleged material breach of any provision of this 'Memorandum', the PARTIES hereto shall endeavor to settle such dispute amicably. In the case of failure by the PARTIES to resolve the dispute in the manner set out above within **15 (fifteen) days** from the date when the dispute arose, the dispute shall be referred to arbitration of a Sole Arbitrator to be appointed by the SECOND PARTY. The place of arbitration shall be Ernakulam.
 27. The arbitration proceeding shall be governed by the Arbitration and Conciliation Act, 1996 and shall be in the English language. The Arbitrator shall also decide on the costs of the arbitration proceedings.
 28. The Arbitrator's award shall be substantiated in writing and the PARTIES hereto shall submit to the Arbitrator's award which shall be enforceable in any competent court of law.
- 92

JURISDICTION OF COURTS:

29. This 'Memorandum' shall be governed and construed in accordance with the prevailing laws of India and subject to the provisions of this clause, shall be subject to the exclusive jurisdiction of the courts at Ernakulam.

MISCELLANEOUS:

30. It is agreed between the PARTIES that this 'Memorandum' is on a Principal-to-Principal basis and does not create any employer-employee or principal-agent relationship between the FIRST PARTY on the one hand and the SECOND PARTY on the other. The FIRST PARTY shall not represent or designate his / its business premises as an office of the SECOND PARTY. The FIRST PARTY shall not advertise in any form on behalf of the SECOND PARTY.

31. Stamp duty and other taxes and levies on this 'Memorandum' shall be borne by the SECOND PARTY.

NOTICES:

32. All notices required to be served by either of the PARTIES hereto shall be deemed to have been duly and effectually served, if delivered by hand or addressed by registered post at the following addresses:

Executive Manager
M/s. Enbridg.
2nd Floor, Holy Tuesday Building
Kaloor, Cochin,
Kerala-682017



Principal
Henry Baker College
Melukavumattom,
Kottayam,
Kerala-685605

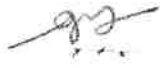

33. This 'Memorandum' shall be executed in duplicate. The FIRST PARTY shall keep the original. The SECOND PARTY shall keep the copy.

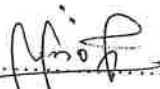
IN WITNESS WHEREOF the parties hereto have signed this deed on this **Date 07-11-2018**

Signature of the FIRST PARTY

Signature of the SECOND PARTY


Executive Manager
M/s. Enbridg



Principal
Henry Baker College
Melukavu

PRINCIPAL
HENRY BAKER COLLEGE,
MELUKAVU

Witness:
1. 
JOMON K SOSEPH

Witness:
2. 
ANAND K RISHNAN

ENTREPRENEURSHIP DEVELOPMENT CLUB (ED CLUB)

2019-2020

The Entrepreneurship Development club of Henry Baker College has been instrumental in grooming the entrepreneurial skills of our students since its inception. With an inspiring motto, "Fly with Intentions", we inaugurated the activities for the academic year 2019-20. This year also, we designed and organised illustrious programmes envisaging the all-round development of our students and the local community. Two among the various notable activities we accomplished in 2019-20 are "Rural India Exhibition" and "Industrial Visit".

The Rural India Exhibition, aiming to familiarise our students with challenging marketing strategies, showcased the entrepreneurial extravaganza of our students. They collected raw materials from the local community and produced various value-added products satisfying the demand of the market. The exhibits were for sale also. The items exhibited and sold in the exhibition are shown in the table below.

NO	ITEMS
1	Food Items-Pickle
2	Soaps and lotions
3	Dress materials
4	Indoor Plants
5	Powdered spices and flour





Industrial Visit to Titanium- Trivandrum,(24 JANUARY 2020) enriched our students with immeasurable knowledge regarding the functioning of an enterprise. They inquired and were answered properly about the day to day activities in a grand enterprise such as Titanium. Thirty-one students utilised the opportunity to its maximum and two teachers accompanied the group.



CAREER GUIDANCE AND PLACEMENT CELL

Henry Baker College has established career guidance and Placement cell with a vision to create awareness among then graduates and Post graduates on Career planning. It develops interest in one's career, creative thinking and innovative attitude among the student community. Its ultimate purpose is to make every student self reliant.

ANNUAL REPORT - 2015-16

On 16-01-2016 The Cell organized a programme on Personal skills on subject to prepare public examinations for Graduate and Post graduate students by Dr.Jaya Jacob ,St.Thomas College,Kozhenchery. The main objective of this session is to improve and groom the students' outer and inner self to bring about a positive transformation into their life, thus empowering them to achieve their goals. Special training is given to boost their confidence, improve communication and speaking abilities, broaden their scope of knowledge and expertise, and imbibe them with positivity, proactive attitude and peace. The total participants in this session were 115.



ANNUAL REPORT - 2016-17

Soft Skills and Communication Training

On 07-01-2017, The Cell organized a Programme on Personality Development on Career Planning and How to Prepare Groups by Dr.Cyriac Jose,St.Thomas College,Pala for Degree and Post graduate students.The main theme behind this session were Provide targeted training to individuals to help them strengthen their interpersonal skills, Provide support for people who struggle with, or lack interpersonal communication skills, Create appropriate learning materials for instructional purposes and monitoring the effectiveness of training materials, Assessing the weaknesses and strengths of individuals and adjusting training as needed and Implement apt instructional and learning strategies, activities, materials and equipment to ensure students and employees learn and comprehend quickly.



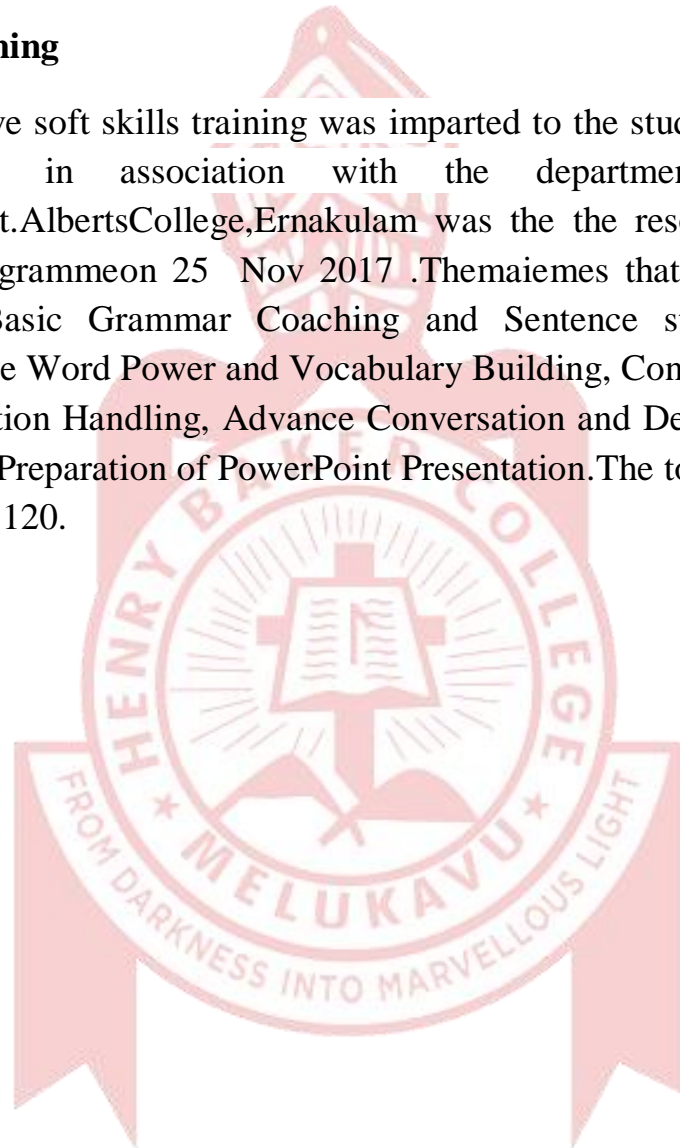
ANNUAL REPORT - 2017-18

Best Manager Contest

Henry Baker College organizes All Kerala Best Managercontest season three, in association with Global Institute of Integral Management Studies on 30/11/2017 at seminar hall for Graduatestudents. The winner of the contest was Alwin Thomas of III B.ScPhyciscs. The total participants in the session were 110.

Soft Skills Training

One day intensive soft skills training was imparted to the students of final year degree classes in association with the department of English. Dr.TiaMathew,St.AlbertsCollege,Ernakulam was the the resource persons for the one day programmeon 25 Nov 2017 .Themaimes that discussed in this session were Basic Grammar Coaching and Sentence structuring. Quick Speaking Practice Word Power and Vocabulary Building, Conversational Skills, Role play, Situation Handling, Advance Conversation and Debates. Impromptu and Extempore, Preparation of PowerPoint Presentation.The total participants in the session were 120.



ANNUAL REPORT - 2018-19

Best Manager Contest

Henry Baker College organizes All Kerala Best Managercontest season three, in association with Global Institute of Integral Management Studies on 15/01/2019 at seminar hall for Graduate students. The winner of the contest was Abin Antony of III B.Com. The total participants in the session were 105.



Personality development programme

On 02-02-2019, The Career Guidance and Placement Cell organized a programme for Personality development programs, mock interviews and mock Group Discussion sessions are conducted to enhance the communication skills of the students and to make them proficient in appearing for the same. Dr. Jacob Sam, Mother Theresa College, Trivandrum handled the session. The total participants in the session were 110.

ANNUAL REPORT - 2019-20

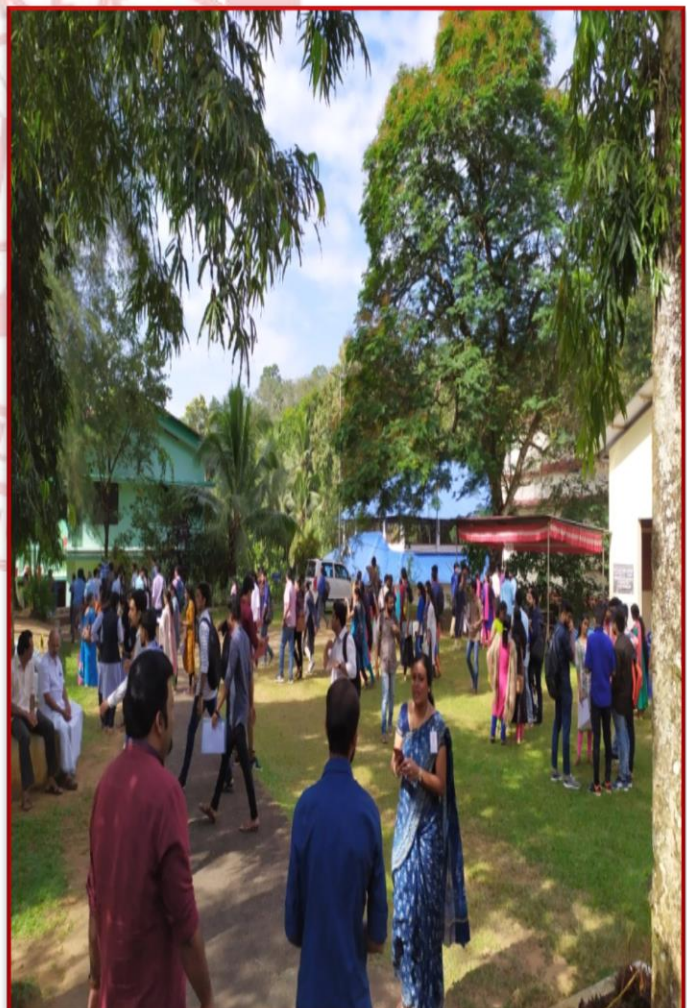
Orientation Programme for Resume Writing and Interview Skill

In order to meet day to day challenges facing in interviews, Henry Baker College in association with G-Tec Computer Education organized an orientation programme for resume writing and interview skill by Anwar Sadath, Marketing Manager, G-Tec Computer Education and more than 420 were participants attended.



Job Fair

Mega job fair was conducted at Henry Baker college in Association with G-Tec Computer Education on 7th December 2019. The event witnessed a huge registration of 1600 candidates mainly from varied colleges in Kottayam and Idduki and other parts of Kerala. Institute was elected to view such a great number interested to attend the event. It was made sure that all the students get a fair chance to get inter-viewed from the companies present at the fair. The major companies participated in this event was myg- my generation digital hub, asianet satellite communications ltd, edelweiss tokio life insurance co ltd, oxygen the digital shop, transorze solutions, jnj web solutions, fitmelive healthcare llp, navodaya institute of educational research (nier), waves group of companies, malabar group, g-tec computer education, primetech solutions, hdfc life, aabasoft technologies pvt ltd, winter vale green stay, ensign, reliance capital, axis bank, icici bank, inspire max, samasta microfinance ltd, xerophyte, fortun, swiggy, edakkattukudy resorts pvt ltd etc.





Best Manager Contest

The aim of this event is to identify the student with the traits of a good manager. It also aims to find out how he demonstrates the skills, knowledge and talents of a good manager. It further tests him on how he uses the strategies to solve the problems. Henry Baker College also conducts All Kerala Best Manager contest season five, in association with Global Institute of Integral Management Studies on 28/01/2020 at seminar hall for B.com students. The winner of the contest was Fouthima Kareem of IIIB.com Co-operation. The total participants in the session were 115.





Co-ordinators

Mr. Justin Jose

Dr. Jibin Mathew

HBC NET COACHING CENTRE

Annual Report 2019-2020

Faculty Coordinator: Prof. Jenipher Carlos Hosanna

Student Coordinator: Ms. Foumitha Kareem

The UGC NET Coaching Centre of our college has been conducting NET coaching classes since the Academic Year 2012-13. Our Principal - Dr. Gireesh Kumar G S inaugurated the eighth session of UGC NET – 2019-2020 Batch on Monday 24th June 2019 in the Seminar Hall at 1.30 pm. PG students (History and Commerce) and teachers from the Department of Commerce and Department of History were present. Teachers from the departments concerned gave felicitations and Dr. Santo Jose gave vote of thanks. Out of 12 students who were enrolled and registered for exam in Commerce, two of them (Ms. Sherin Joseph and Ms. Rifna V Subair) got UGC NET and out of 5 students who were enrolled for coaching and registered for the exam in History, two students (Mr. Albin Jose and Ms. Vasundara K V) secured UGC NET. We have provided our students a rich source of NET Coaching study materials and reference books including our own published textbooks and library books. Moreover, we give an orientation with respect to appearing for NET exam, its syllabi, etc. to the first semester PG students just before commencing regular classes as per timetable.





DETAILS OF STUDENTS' ENROLMENT & CLASSES TAKEN: 2019-2020

Subject	No. of Students Enrolled	Community wise				No. of Classes held in hours
		SC	ST	OBC	General	
Commerce	12	4	2	4	2	112
History	5	2	2		1	87

UGC NET COACHING ANNUAL PROGRESS REPORT 2019-2020

Subject	SC	ST	OBC	GENERAL	Total
Commerce			1	1	2
History	1			1	2

OUR UGC NET HOLDERS

			
Ms. Sherin Joseph Commerce	Ms. Rifna V Subair Commerce	Mr. Albin Jose History	Ms. Vasundara K V History

This report is submitted to the Principal, HBC

Melukavumattom

11-04-2019

Jenipher Carlos Hosanna

Assistant Professor

