

1. List of
Professional Development /Administrative Training Programs

2016-17 to 2020-21

1. List of professional development / administrative training programs organized by the institution

Dates (from-to) (DD-MM- YYYY)	Title of the professional development program organised for teaching staff	Title of the administrative training program organised for non- teaching staff	No. of participants
2020-21			
01.06.2020	Evolution from offline to online		27
10.07.2020	Towards the digital era of teaching and learning		25
12.01.2021		IT awareness and and administration	12
2019-20			
08.07.2019	NAAC Accreditation Cycle 3		33
13.03.2020	Revised Accreditation Framework	Revised Accreditation Framework	44
2018-19			
17.07.2018	Service rules		49
27.09.2018	SPARK user guidelines	SPARK user guidelines	35
2017-18			
05.07.2017	Outcome Based Education		34
17.08.2017	Training leadership traits to Teaching and non-tea	Training leadership traits to Teaching and non-teaching staffs	49
2016-17			
11.07.2016		Administrative File processing	15
05.09.2016	Examination and Internal mark uploading		23




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**2. Brochures and reports of
Professional Development /Administrative
Training Programs**

2020-2021

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- Mr. Santhosh R.
- Dr Gopan Raj
- Ms. Jasmin Rose J
- Ms. Shibu T.
- Mr. Divya R.
- Ms. Kavitha K.S.
- Ms. Deepthi P.S.
- Ms. Resmi Ravindran
- Dr. Divya V.
- Ms. Nayana Joylal



Sree Narayana College Punalur



IQAC 2020-2021



Class on IT AWARENESS AND ADMINISTRATION

12-01-2021 | 10.00am - 4.00 pm

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Resource person:
Dr. Bijo S. Anand
Assistant Professor
S.N. College , Punalur

SREE NARAYANA COLLEGE PUNALUR
REPORT OF TRAINING PROGRAMME FOR NON-TEACHING
STAFF

2020-2021

In the academic year 2020 – 21 Sree Narayana College Punalur and IQAC jointly organized a training programme for non-teaching staffs of the college. The programme was inaugurated by Dr. T Pratheep, Principal, S N College Punalur. Mr. Giri kumar, Junior Superintendent welcomed the participants of the training programme. The topic of the programme is “**IT AWARENESS ON ADMINISTRATION**”. The session was conducted on January 12, 2021. The speaker, Dr. BIJO S ANAND, Asst. Professor, Department of Mathematics, S N College Punalur, gave a lecture on need of information technology in administration. He stressed the importance of digitalization on administration which increases efficiency, productivity and profitability. It also simplifies the work and internal functioning of the office. About 70% of office staffs benefitted from this class. After the session Mr. S Muraleedharan, Head Accountant, delivered the vote of thanks.

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Dr. Divya V.
Ms. Nayana Jaylal

**Sree Narayana College
Punalur**

IQAC 2020-2021



Class on
IT AWARENESS AND ADMINISTRATION

12-01-2021 | 10.00am - 4.00 pm

Resource person:

Dr. Bijo S. Anand
Assistant Professor
S.N. College, Punalur



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Dr Divya V.

Ms. Nayana Joylal



Sree Narayana College Punalur

IQAC 2020-2021

TOWARDS THE DIGITAL ERA OF TEACHING AND LEARNING

10-07-2020 | 10.00am - 4.00 pm

Resource person:

Dr. Raveendran R.

Retd. Principal, S.N. College Varkala

&

UGC Emeritus Professor,

S.N. College Kollam

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SREE NARAYANA COLLEGE PUNALUR
REPORT OF TEACHER'S TRAINING PROGRAMME
2020-2021

Sree Narayana College Punalur and IQAC jointly organized a training programme to teaching staff on the following schedule and the topic:

**Topic: TOWARDS THE DIGITAL ERA OF TEACHING AND
LEARNING**

Date: July 10, 2020

Resource person: Dr. Raveendran R, Retd. Principal, S. N. College Varkkala & UGC Emeritus Professor, S. N. College Kollam

Time: 10:00 AM to 4.00 PM

Description: With digital mode of teaching, teachers can make learning more enjoyable and absorbing. The digital technologies empower teachers with a plethora of online apps, tools, and techniques which help them to teach their lessons more interestingly. In this scenario a training programme was organized by Sree Narayana College Punalur in association with IQAC to our teaching faculties on the topic towards the digital era of teaching and learning. The speaker shared his knowledge in the area of digitalized learning. About 32 teaching staff participated in the program.

Program: The programme was coordinated by IQAC along with the organising committee members and was presided by Dr. T Pratheep, Principal, S N College Punalur. Mr. Santhosh R welcomed the participants of the training program. The technical session was followed by Question & Answer session. After that Dr. Divya V., delivered the vote of thanks.




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Ms. Deepthi P.S.
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Dr Divya V.
Ms. Nayana Joylal



Sree Narayana College Punalur

IQAC 2020-2021

TOWARDS THE DIGITAL ERA
OF TEACHING AND LEARNING

10-07-2020 | 10.00am - 4.00 pm

Resource person:

Dr. Raveendran R.
Retd. Principal, S.N. College Varkala
&
UGC Emeritus Professor,
S.N. College Kollam




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Ms. Deepthi P.S.

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Dr. Divya V.

Ms. Nayana Joylal



Sree Narayana College Punalur

IQAC 2020-2021

**One day training programme on
EVOLUTION FROM OFFLINE TO ONLINE**

01-06-2020 | 10.00am - 4.00 pm

Resource person:

Thomson Joseph
R. J. Enterprises
Kottayam

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SREE NARAYANA COLLEGE PUNALUR
REPORT OF TEACHER'S TRAINING PROGRAMME
2020-2021

Sree Narayana College Punalur and IQAC jointly organized a training programme to teaching staff on the following schedule and the topic:

Topic: EVOLUTION FROM OFFLINE TO ONLINE

Date: June 1, 2020

Resource person: Thomson Joseph, R.J Enterprises, Kottayam

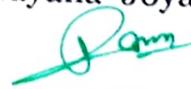
Time: 10:00 AM to 4.00 PM

Description: The closure of educational activities all over the world due to the ongoing COVID-19 pandemic resulted in an unexpected shift from traditional learning to a system that exclusively involves digital techniques. In this scenario a training programme was organized by Sree Narayana College Punalur in association with IQAC to our teaching faculties to empower them for effectively handling the online classes. The speaker shared his knowledge in the area of digitalized learning and provided training in the same. This training helped the teachers to expand their knowledge in the new way of teaching. About 30 teaching staff participated in the program.

Program: The training was coordinated by IQAC along with the organising committee members.

The programme was presided by Dr. T Pratheep, Principal, S N College Punalur. Dr. Shiny Mathews welcomed the participants of the training programme. The technical session was followed by Question-and-Answer session. After the Question-and-Answer session Ms. Ms. Nayana Joyal,




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delivered the vote of thanks.

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Dr. Divya V.
Ms. Nayana Joylal



Sree Narayana College Punalur

IQAC 2020-2021

**One day training programme on
EVOLUTION FROM OFFLINE TO ONLINE**

01-06-2020 | 10.00am - 4.00 pm

Resource person:

Thomson Joseph
R. J. Enterprises
Kottayam




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2019-2020

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Ms. Deepthi P.S.

Ms. Resmi Ravindran

Dr Divya V.

Ms. Nayana Joylal



Sree Narayana College Punalur

IQAC 2019-2020

Seminar on

Revised Accreditation Framework

13-03-2020

10.am - 4.00 pm

Resource person:

Dr. K. Sreevalsan

Associate Professor (Rtd.)

Sree Narayana College, Kollam

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SREE NARAYANA COLLEGE PUNALUR
REPORT OF TRAINING PROGRAMME FOR TEACHING & NON-TEACHING STAFF

2019-2020

Topic: Revised Accreditation Framework

Resource person: Dr. K. Sreevalsan

Associate Professor (Rtd.)

Sree Narayana College, Kollam

Venue: S N College, Punalur

Date and Time: 13/03/2020, 10.00 am – 4.00 pm

Programme: A training programme on “Revised Accreditation Framework” was given to all teaching and non-teaching staff of Sree Narayana, College Punalur on 13.03.2020. The speaker was Dr. K. Sreevalsan, Associate Professor (Rtd.), Sree Narayana College, Kollam. He pointed out the main objective in RAF which was launched on July 2017. He detailed about teaching, learning and evaluation, research and innovation, infrastructure and learning resources, students support and progression, institutional values and best practises etc. The participants actively participated in question answer session. The speaker clarified all doubts asked by the members. The programme was very interactive.

After the presentation Mr. Shibu T delivered the vote of thanks.




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Dr Divya V.
Ms. Nayana Joylal



Sree Narayana College Punalur

IQAC 2019-2020

Seminar on

Revised Accreditation Framework

13-03-2020 10 am - 00 pm

Resource person:

Dr. K. Sreevalsan
Associate Professor (Rtd.)
Sree Narayana College, Kollam

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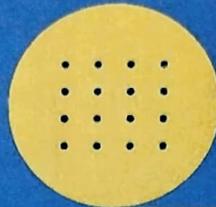
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Convenor, RDC S.N. College Punalur

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Dr Gopan Raj
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Mr. Shibu T.
Mr. Divya R.
Ms. Kavitha K.S.
Ms. Deepthi P.S.
Ms. Resmi Ravindran
Dr Divya V.
Ms. Nayana Joylal



Sree Narayana College Punalur



IQAC 2019-2020



A College Level Seminar on

"NAAC Accreditation Cycle 3"

08-07-2019 | 10.am - 4.00 pm

Resource person:

Dr. Raveendran R.

Retd. Principal, S.N. College Varkala &

UGC Emiritus Professor,

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SREE NARAYANA COLLEGE PUNALUR
REPORT OF TRAINING PROGRAMME FOR TEACHING STAFF
2019-2020

Topic: NAAC Accreditation Cycle 3

Venue: S N College, Punalur

Date and Time: 08/07/2019, 10.00 am – 4.00 pm

As a part of 3rd accreditation cycle of S N College, Punalur, IQAC organized a seminar for teaching staff on the topic NAAC Accreditation Cycle 3. The resource person of the day was Dr. Raveendran R, Rtd. Principal, S. N. College, Varkala & UGC Emeritus Professor, S. N. College Kollam. The seminar was presided by Dr. T Pradeep, Principal S N College, Punalur. Dr. Gopan Raj delivered the welcome address. After the inaugural function, the speaker mentioned about different criteria in details and delivered a presentation explaining the weightage, key indicators and total matrices of the criteria. Dr. Raveendran R clarified the queries and doubts of the participants. About 25 faculties participated in the programme.

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Dr Divya V.
Ms. Nayana Joylal

**Sree Narayana College
Punalur**

IQAC 2019-2020

**A College Level Seminar on
"NAAC Accreditation Cycle 3"**
08-07-2019 | 10.am - 4.00 pm

Resource person:
Dr. Raveendran R.
Retd. Principal, S.N. College Varkala &
UGC Emeritus Professor,
S.N. College Kollam



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2018-2019

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Dr. Praveen K. H.

Mr. Shibu T.

Ms. Kavitha K.S.

Ms. Deepthi P.S.

Ms. Resmi Ravindran

Dr Divya V.

Mr. Babu K.



Sree Narayana College Punalur

**One day Training on
SPARK User Guidelines**

27-09-2018 | 10.00am - 4.00 pm

Resource person:

Dr. Bijo S. Anand

Assistant Professor

Department of Mathematics

S. N. College, Punalur

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SREE NARAYANA COLLEGE PUNALUR
REPORT OF TEACHING & NON-TEACHING STAFF TRAINING
PROGRAMME
2018-2019

Topic: SPARK user guidelines

Date: September 27, 2018

Resource person: Dr. Bijo S. Anand, Asst. Professor, Dept. of Mathematics, S. N. College, Punalur

Time: 10:00 AM to 4.00 PM

Description: Service and Payroll Administrative Repository (SPARK) for Kerala is an integrated personnel, payroll and account information system for all the employees in Government of Kerala. The system provides personnel administration, payroll and other accounts activities of Government establishments. Every employee is allotted with a Permanent Account Number (PAN) through the system. This centralised system helps the departments to get details of any employees immediately. It helps the employee to capture any details related service, salary, loan etc. Since SPARK is inevitable to a government employee, Sree Narayana College Punalur and IQAC jointly organized a class to all staff members of the college. The speaker talk about the steps to sign in to SPARK and the various facilities provided by SPARK. This training helped staffs to use SPARK easily. About 30 teaching staff participated in the program.

Program: The training was coordinated by IQAC along with the organising committee members.

The programme was presided by Dr. T Sasidharan, Principal, S N College Punalur. Ms. Jasmine Rose J. welcomed the participants of the training programme. The technical session was followed by Question-and-




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Answer session. After the Question-and-Answer session Ms. Dancy Surendran delivered the vote of thanks.

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Dr. Praveen K. H.
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Ms. Kavitha K.S.
Ms. Deepthi P.S.
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Sree Narayana College Punalur

**One day Training on
SPARK User Guidelines**

27-09-2018 | 10.00am - 4.00 pm

Resource person:

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Assistant Professor
Department of Mathematics
S. N. College, Punalur

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Mr. Shibu T.

Ms. Kavitha K.S.

Ms. Deepthi P.S.

Ms. Resmi Ravindran

Dr Divya V.

Mr. Babu K.



Sree Narayana College Punalur

**One day Seminar on
Service Rules**

17-07-2018 | 10.00am - 4.00 pm

Resource person:

Dr. S. J. Shabu

Assistant Professor

Department Physical Education

Govt. training College,

Thiruvananthapuram

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SREE NARAYANA COLLEGE PUNALUR
REPORT OF TEACHER'S TRAINING PROGRAMME
2018-2019

Topic: Service rules

Date: July 17, 2018

Resource person: Dr. S. J. Shabu, Assistant Professor, Dept. of Physical Education, Govt. training College Thiruvananthapuram.

Time: 10:00 AM to 4.00 PM

Description: All employees of Kerala Government are abided to Kerala Service Rules. To aware faculties about service rules, Sree Narayana College, Punalur and IQAC jointly organised a training to all faculties of the college. The resource person pointed out the service conditions of the government employees. Main topic included are seniority, probation, promotion, etc. This training helped the teachers a lot to understand the service rules. About 70% teaching staff participated in the program.

Program:

The programme was presided by Dr. T Sasidharan, Principal, S N College Punalur. Dr. Shiny Mathews welcomed the participants of the training programme. The technical session was followed by doubt clarification. After the session Ms. Kavitha K. S., delivered the vote of thanks.




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Sree Narayana College Punalur

**One day Seminar on
Service Rules**

17-07-2018 | 10.00am - 4.00 pm

Resource person:

Dr. S. J. Shabu

Assistant Professor

Department Physical Education

Govt. training College,

Thiruvananthapuram

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2017-2018

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Ms. Resmi Ravindran

Dr Divya V.



Sree Narayana College Punalur

**Training Leadership traits to Teaching
and Non-Teaching Staffs**

17-08-2017 | 10.00am - 4.00 pm

Resource person:

Dr. Arun S. Prasad

Assistant Professor

Department of Physics

TKMM College, Nangiarkulangara


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SREE NARAYANA COLLEGE PUNALUR
REPORT OF TRAINING PROGRAMME FOR TEACHING AND
NON-TEACHING STAFF

2017-2018

Topic: Training leadership traits to Teaching and non-teaching staffs

Venue: S N College, Punalur

Date and Time: 17/08/2017, 10.00 am – 4.00 pm

Sree Narayana College, Punalur organized a combined training programme for both teaching and non-teaching staff on “**Training leadership traits to Teaching and non-teaching staffs**” with the support of principal and IQAC on 17/08/2017 from 10.00 am to 4.00 pm. The principal Lt. Dr. Arun V. delivered the introductory speech and welcomed the Hon’ble guest & all the participants on behalf of the institution.

The speaker of the day was Dr. Arun S. Prasad, Assistant Professor, Dept. of Physics, TKMM College, Nangiarkulangara. He talks about the various skills and techniques that help to succeed as a leader. The speech motivated the participant to succeed in their career. He mentioned the qualities that a strong leader needs- Patience, Decisiveness, Integrity, Relationship building, Problem-solving, Ability to teach and mentor, Conflict resolution etc. Also, he spoke about good relationship between teaching and non-teaching staff to develop the institution.

After the delightful session the office superintendent Ms. B. Ajitha, thanked all the participants and speaker on behalf of organizing committee.



Arun V.
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Sree Narayana College Punalur

**Training Leadership traits to Teaching
and Non-Teaching Staffs**

17-08-2017 | 10.00am - 4.00 pm

Resource person:

Dr. Arun S. Prasad
Assistant Professor
Department of Physics
TKMM College, Nangiarkulangara

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Mr. Shibu T.
Ms.Kavitha K.S.
Ms. Deepthi P.S.
Ms. Resmi Ravindran
Dr Divya V.



Arun
PRINCIPAL
SREE NARAYANA COLLEGE
PUNALUR

Organizing Committee

Patron

Sri. Vellapally Natesan

Manager, S.N. Colleges, Kollam

Chairman

Lt. Dr. Arun V.

Principal (i/c), S.N. College Punalur

Co Chairman:

Sri. Suresh Kumar. S,

Convenor, RDC S.N. College Punalur

Committee Members

· Dr Shiny Mathews

Mr. Santhosh R.

· Ms. Jasmin Rose J

Lt. Dr. Arun V.

Dr Bijo S. Anand

Dr. Praveen K. H.

Mr. Shibu T.

Ms. Kavitha K.S.

Ms. Deepthi P.S.

Ms. Resmi Ravindran

Dr Divya V.



Sree Narayana College Punalur

Outcome Based Education

05-07-2017 | 10.00am - 4.00 pm

Resource person:

Dr. Gopan Raj

Assistant Professor

Department Chemistry

S. N. College, Punalur

Organized By

IQAC Sree Narayana College,
Punalur


PRINCIPAL
SREE NARAYANA COLLEGE
PUNALUR

SREE NARAYANA COLLEGE PUNALUR
REPORT OF TEACHER'S TRAINING PROGRAMME
2017-2018

Sree Narayana College Punalur and IQAC jointly organized a training programme to teaching staff on the following schedule and the topic:

Topic: Outcome Based Education

Date: July 5, 2017

Resource person: Dr. Gopan Raj, Asst. Professor, Dept. of Chemistry, S. N. College, Punalur

Time: 10:00 AM to 4.00 PM

Description: Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery, assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance at different levels. In the traditional system of education, the teachers and students spend a lot of time trying to learn the syllabus of every subject and to score good marks in the examination. But in Outcome-based education, all the parts and aspects of education are focused on the outcomes of the course. To brings clarity among the teachers about Outcome Based Education a training programme was organized by Sree Narayana College Punalur in association with IQAC to our teaching faculties.

Program: The training was coordinated by IQAC along with the organising committee members.

The programme was presided by Lt. Dr. Arun V., Principal, S N College Punalur. Dr. Shiny Mathews welcomed the participants of the training programme. The technical session was followed by Question-and-Answer



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PRINCIPAL
SREE NARAYANA COLLEGE
PUNALUR

session. After the Question-and-Answer session Ms. Deepthi P. S., delivered the vote of thanks.

Organizing Committee

Patron

Sri. Vellappally Naresan
Manager, S.N. Colleges, Kollam

Chairman

Lt. Dr. Arun V.
Principal (i/c), S.N. College Punalur

Co Chairman:

Sri. Suresh Kumar. S,
Convenor, RDC S.N. College Punalur

Committee Members

Dr Shiny Mathews

Mr. Santhosh R.

Ms. Jasmin Rose J

Lt. Dr. Arun V.

Dr Bijo S. Anand

Dr. Praveen K. H.

Mr. Shibu T.

Ms. Kavitha K.S.

Ms. Deepthi P.S.

Ms. Resmi Ravindran

Dr Divya V.



Sree Narayana College Punalur

Outcome Based Education

05-07-2017 | 10.00am - 4.00 pm

Resource person:

Dr. Gopan Raj
Assistant Professor
Department Chemistry
S. N. College, Punalur

Organized By

IQAC Sree Narayana College,
Punalur




PRINCIPAL
SREE NARAYANA COLLEGE
PUNALUR

2016-2017

Organizing Committee

Patron

Sri. Vellapally Natesan

Manager, S.N. Colleges, Kollam

Chairman

Dr. G. Jayasenan

Principal S.N. College Punalur

Co Chairman:

Sri. Suresh Kumar. S.

Convenor, RDC S.N. College Punalur

Committee Members

Dr Shiny Mathews

Mr. Santhosh R.

Dr Gopan Raj

Ms. Jasmin Rose J

Lt. Dr. Arun V.

Dr. Praveen K. H.

Mr. Shibu T.

Ms. Kavitha K.S.

Ms. Deepthi P.S.

Ms. Resmi Ravindran

Dr Divya V.



Sree Narayana College Punalur

**University Examination and Internal
Mark Uploading**

05-09-2016 | 10.00am - 4.00 pm

Resource person

Lt. Dr. Arun V.

Assistant Professor

Department of Chemistry

S. N. College, Punalur

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IQAC Sree Narayana College,

Punalur

SREE NARAYANA COLLEGE PUNALUR
REPORT OF TRAINING PROGRAMME FOR TEACHING STAFF
2016-2017

Topic: University Examination and Internal mark uploading

Venue: S N College, Punalur

Date and Time: 05/09/2016, 10.00 am – 4.00 pm

Sree Narayana College, Punalur in association with IQAC organized a training programme on “**University Examination and Internal mark uploading**” on 05/09/2016 from 10.00 am to 4.00 pm. The principal Dr. G. Jayasenan delivered the introductory speech and welcomed the speaker and all the participants on behalf of the institution. He explained the purpose of the training programme.

The speaker of the day was Lt. Dr. Arun V., Assistant Professor, Dept. of Chemistry, S. N. College, Punalur. He instructed the participants about the rules of university examinations, writing of data sheet, hall ticket verification etc. Also, he spoke about the three stages of internal mark uploading. The participants asked questions related to the topic. Lt. Dr. Arun V clarified all the doubts.

After the session Mr. Shibu T. thanked all the participants and speaker on behalf of organizing committee.




PRINCIPAL
SREE NARAYANA COLLEGE
PUNALUR

Organizing Committee

Patron

Sri. Vellapally Natesan

Manager, S.N. Colleges, Kollam

Chairman

Dr. G. Jayasenan

Principal S.N. College Punalur

Co Chairman:

Sri. Suresh Kumar, S.

Convenor, RDC S.N. College Punalur

Committee Members

Dr Shiny Mathews

Mr. Santhosh R.

Dr Gopan Raj

Ms. Jasmin Rose J

Lt. Dr. Arun V.

Dr. Praveen K. II.

Mr. Shibu T.

Ms. Kavitha K.S.

Ms. Deepthi P.S.

Ms. Resmi Ravindran

Dr Divya V.



Sree Narayana College Punalur

**University Examination and Internal
Mark Uploading**

05-09-2016 | 10.00am - 4.00 pm

Resource person

Lt. Dr. Arun V.

Assistant Professor

Department of Chemistry

S. N. College, Punalur

Organized By

IQAC Sree Narayana College,
Punalur



PRINCIPAL
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PUNALUR

Organizing Committee

Patron

Sri. Vellapally Natesan

Manager, S.N. Colleges, Kollam

Chairman

Dr. G. Jayasenan

Principal S.N. College Punalur

Co Chairman:

Sri. Suresh Kumar. S.

Convenor, RDC S.N. College Punalur

Committee Members

Dr Shiny Mathews

Mr. Santhosh R.

Ms. Jasmin Rose J

Lt. Dr. Arun V.

Dr Bijo S. Anand

Dr. Praveen K. H.

Mr. Shibu T.

Ms. Kavitha K.S.

Ms. Deepthi P.S.

Ms. Resmi Ravindran

Dr Divya V.



Sree Narayana College Punalur

Administrative File Processing

11-07-2016 | 10.00 am - 4.00 pm

Resource person

Dr. S. J. Shabu

Assistant Professor

Department Physical Education

Govt. training College

Thiruvananthapuram

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IQAC Sree Narayana College,
Punalur


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PUNALUR

SREE NARAYANA COLLEGE PUNALUR
REPORT OF TRAINING PROGRAMME FOR NON-TEACHING
STAFF

2016-2017

Topic: Administrative File processing

Venue: S N College, Punalur

Date and Time: 11/07/2016, 10.00 am – 4.00 pm

Sree Narayana College, Punalur organized a non-teaching staff training programme on "Administrative File processing" with the support of principal and IQAC on 11/07/2016 from 10.00 am to 4.00 pm. The principal Dr. G. Jayasenan delivered the introductory speech and welcomed the Hon'ble guest & all the participants on behalf of the institution. He explained the purpose of the training programme.

The training session was fortified by Dr. S. J. Shabu, Assistant Professor, Dept. of Physical Education, Govt. training College Thiruvananthapuram. He guided the participants in many categories of administration like P.F., regarding pension, Retirement benefits etc. Also, he spoke about good administration, how to tackle day to day records, He gave important information regarding how to maintain the register, Maintenance of college account etc. The participants asked questions on various topics. Dr. S. J. Shaju answered all the queries properly. Thus, the session became very interactive.

After the wonderful session the office superintendent Ms. B. Ajitha, thanked all the participants and speaker on behalf of organizing committee.




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SREE NARAYANA COLLEGE
PUNALUR

Organizing Committee

Patron
Sri. Vellapally Natesan
Manager, S.N. Colleges, Kollam

Chairman
Dr. G. Jayasenan
Principal S.N. College Punalur

Co Chairman:
Sri. Suresh Kumar. S.
Convenor, RDC S.N. College Punalur

Committee Members

Dr Shiny Mathews
Mr. Santhosh R.
Ms. Jasmin Rose J
Lt. Dr. Arun V.
Dr Bijo S. Anand
Dr. Praveen K. H.
Mr. Shibu T.
Ms. Kavitha K.S.
Ms. Deepthi P.S.
Ms. Resmi Ravindran
Dr Divya V.



Sree Narayana College Punalur

Administrative File Processing

11-07-2016 | 10.00 am - 4.00 pm

Resource person

Dr. S. J. Shabu
Assistant Professor
Department Physical Education
Govt. training College
Thiruvananthapuram

Organized By

IQAC Sree Narayana College,
Punalur




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PUNALUR

**3. List of participants of
Professional Development /Administrative
Training Programs**

2020-2021

SREE NARAYANA COLLEGE PUNALUR

Training programme for non-teaching staff
held on 12/1/2021

venue:

List of Participants

Sl No.	Name	Sign
1	S. Muazleedharan.	
2.	S. Jayaprakash	
3	V Prakash	
4	K Santhosh kumar	
5	Ajayakumar GM	
6	Abhilash v	
7	N. Prakashan	
8	Ananthu Sarath	
9	Arun Anand	
10	Maneesha SP	
11	Dr. Jayaprakash	
12	Kunjumon. S	

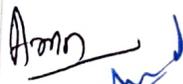
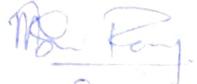
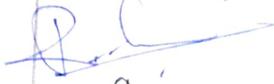


SREE NARAYANA COLLEGE, PUNIALUR

Training programme for teaching staff held on
10/07/2020

Venue :

List of Participants

Sl No	Name	Sign
1	Raji V	
2	Dr. Anooja J Babu	
3.	Soumya Viswambharan	
4.	Biji M S	
5.	Deepthi PS	
6.	Dr. Shiny Mathew	
7.	Lt. Dr. V. Arun	
8.	Dr. Bijo S Anand	
9.	Dr. Gopan Raj	
10.	Apsara Vijayan	
11.	Lekshmi R.S	
12.	Jasmine Rose.	
13.	Resmi Raveendran.	
14.	Reshma R.	
15.	Dr. Divya Sadasivan.	
16.	Dr. Ratheesh R.	



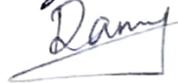


17. Kavitha K S
18. Ganya M R.
19. Simi B S
20. Dr Divya V.
21 Dr. T-P Vijumon
22. Dr. Deepthi P R.
23. Resmi A.
24. R. Santhosh.
25. Dancy suandean.









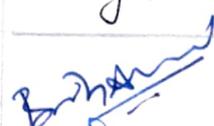
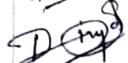
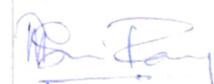
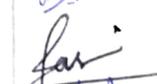

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PUNALUR

SREE NARAYANA COLLEGE, PUNALUR

Training programme for teaching staff held on
01.06.2020

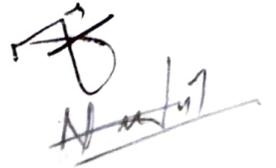
Venue :

List of Participants

Sl. No	Name	Sign
1	Dr. Bijo S Anand	
2	Dr. Ratheesh R	
3	Lt. Dr. V. Arun	
4	Dr. Divya Sadasivan	
5	Dr. Sibiny Mathews	
6	Reshma R	
7	Deepthi P S	
8	Resmi Raveendran	
9	Biji M S	
10	Jasmine Rose	
11	Soumya Viswambharan	
12	Lekshmi R S	
13	Dr. Anooja J Babu	
14	Apsara Vijayan	
15	Raji V	
16	Dr. Gopan Raj	



- 17 Da. T. P. Vijumon
18 Neetu Pradeep
19 Da. Divya V
20 Dancy Surendran
21 Simi B S
22 R. Santhosh
24 Ganga M R
25 Resmi A
26 Kavitha K S
27 Da. Deepthi P R.























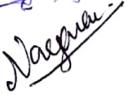
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SREE NARAYANA COLLEGE
PUNALUR

2019-2020

SREE NARAYANA COLLEGE, PUNALUR

Training Programme for teaching and
contracting staff held on 13/3/2020.

Venue:

Sl.no.	Name	Sign
1.	Ms Deepthi P S	
2.	Dr. Jisha Hedwin	
3.	Dr. Shing Mathews	
4.	Soumya Viswambharan	
5.	Nayana Joyal	
6.	Apsara Vijayanan	
7.	Dr. Divya Sadasivan	
8.	Sree. Musukan A	
9.	Praveen k H	
10.	Lekshmi R S	
11.	Dr. Anoja J Babu	
12.	Lt. Dr. V. Arun	
13.	Dr. Ratheesh R	
	Jasmine Rose	
	Dr. Bijos. Anand	



16. Masiyamma Varghese
17. Biji M S
18. Reshma R
19. Resmi Ravindran
20. Aaan Anand
21. karjumon S
22. Dr. Gopan Raj
23. Dr. Divya Jayan
24. Ganga M R
25. R. Santhosh
26. Abhilash V
27. Maneesh S P
28. Syama S N
29. S. Muralidharan
30. K. Santhosh Kumar
31. Dr. Divya R
32. Neethu Poadeep
33. Ananthu Sath
34. Dr. Deepthi P R
- Ajajakumar G M
36. Dr. Divya V
37. Simi B S
38. N. Poakasan

[Handwritten signatures and initials corresponding to the list items]



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PUNALUR

- 39. Raji V
- 40. Resmi A
- 41. Kavitba k s
- 42. Da. T. P Vijumon
- 43 S Jagapankash
- 44. V. Pankash









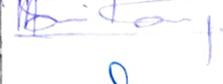



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PUNALUR

SREE NARAYANA COLLEGE, PUNALUR

Training Programme for teaching
Staff held on 08-01-2019.

Venue:

S:No	Name	Signature.
1	Nayana Joyal	
2	Dr. Shiny Mathews	
3	Maucayamma Varghese	
4	Reshma R	
5	Dr. Anoja J Babu	
6	Dr. Bijo S Anand	
7	Lt. Dr. V. Arun	
8	Lekshmi R S	
9	Dr. Jisha Hedwin	
10	Biya MS	
11	Resmi Ravendran	
12	Dr. Ratheesh R	
13	Deepthi PS	
14	Praveen KH	
15	Dr. Divya Sadasivan	
16	Soumya Viswambharan	
17	Apsara Vijayan	



- 18 Simi B S
- 19 Dr. Deepthi P R
- 20 Ganga M R
- 21 Dr. Divya Jayan
- 22 Kavitha. K S
- 23 Resmi A
- 24 Dr TP Vijayam
- 25 Neethu pradeep
- 26 Syama S N
- 27 Raji V
- 28 Dr. Divya R
- 29 Dr. Gopas Raj
- 30 Sree Murekan A
- 31 Dr. Divya V
- 32 R Santhosh
- 33 Jasmine Rose

~~Signature~~

Signature



Signature

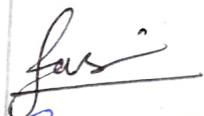
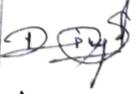
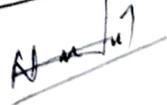
PRINCIPAL
SREE NARAYANA COLLEGE
PUNALUR

2018-2019

SREENIARAYANA COLLEGE PUNIALUR

Training programme for non teaching and teaching staff held on 27/9/2018

Venue :

List of Participants		
S.No	Name	Signature
1.	Biji M.S.	
2.	Soumya Viswambharan	
3.	Dr. S Baiju	
4.	Jasmine Rose	
5.	Saeel Muhamman-A	
6.	Lekshmi RS	
7.	Raji-V	
8.	Mrs. Reshma R	
9.	Ms. Aswathy SM	
10.	Dr Shiny Mathews	
11.	Aparana Vijayan	
12.	Dr. Divya Sadasivan	
13.	Dr. Dr. V. Anun	
14.	Neethu Poadeep.	
15.	Nayana Toyal	
16.	Dr. Uropan Raj	
17.	Dancy Swendean	



18. Grayashri Sahin
19. Dr Bijos Anand
20. Mariyamuna Varghese
21. Deepthi P.S
22. Resmi Ravendran.
23. Reshmi R
24. M. Or Haridas
25. K Raju
26. Dr. Divya V
27. Kanyumon S.
28. B. Prabhakaran
29. Oranga M.R.
30. Kavitha K.S
31. Dr. Divya R.
32. Ullas D
33. Abhilash V
34. R. Sandosh
35. Syama S.N

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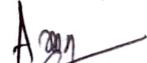
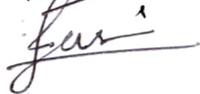
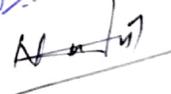


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 PRINCIPAL
 SREE NARAYANA COLLEGE
 PUNALUR

Sree Narayana College, Punalur

Training programme for teaching staff
held on 17/07/2018.

Venue :

List of Participants		
Sl No:	Name	Sign
1	Dr. Divya Sadasivan	
2	Mt. Dr. V. Arun	
3	Jasmine Rose	
4	Dr. Shiny Mathews	
5	Biji M S	
6	Neetu Pradeep	
7	Reshma R	
8	Lekshmi R S	
9	Dr. Bijo S Anand	
10	Resmi Ravendran	
11	R. Santhosh	
12	Dr. Divya R	
	Raji V	
	Deepthi P S	



- 15 Soumya Viswambaran
- 16 Dr. Gopas Raj
- 17 Dr Divya V
- 18 Kavitha K S
- 19 Ganga M R
- 20 Syama S N
- 21

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Ganga
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PUNALUR

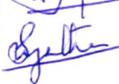
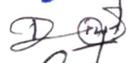
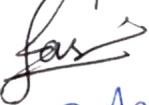
2017-2018

SREE NARAYANA COLLEGE PUNALUR

Training programme for teaching and non-teaching staff held on 17/08/2017

Venue: -

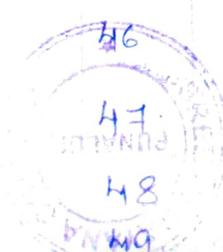
List of participants

Sl.No	Name	Sign
1.	Reshma R	
2.	Deepthi P S	
3.	Resmi Ravendran	
4.	Aswathy SM	
5.	Gayathri salim	
6.	Nayana Joyal	
7.	Biji M S	
8.	Dr. Shiny Mathews	
9.	Soumya Viswambharan	
10.	Jaya K	
11.	K. Sujathakumari	
12.	Dr. S. Baiju	
13.	Maiyamma Varghese	
14.	Dr. Divya Sadasivan	
15.	Jasmine Rose	
16.	Dr. Bijo S. Anand	
17.	Sree Muzkan A	
18.	R. Santhosh	
19.	Praveen KH	
20.	Lekshmi RS	



21. Lt. Dr. V. Axun
22. Raji. V
23. Dr. Gopan Raj
24. Neethu preadeep
25. Dancy. Sukendran
26. Deepa JP
27. Dr. Divya V
28. Dr. Jasmine Anand
29. Dr. Divya. R
30. Kavitha. KS
31. Silpa Sasankan
32. Gomga MR
33. Shibu. T
34. Syanna. S.N
35. B. Ajitha
36. K. Babu
37. Gixi kumar
38. N. Anilkumar
39. K. Santhosh. kumar
40. K.K. Sanjayan
41. Abhilash. V
42. N. prakasam
43. ulla. D
44. D. Supriyam
45. Devakajam B
46. D. Aboka kumar
47. B. Peabhakaran
48. G. Jayaprakash
49. K. Raju

-
- A vertical column of handwritten signatures in blue ink, each corresponding to a name in the list on the left. The signatures are: 1. A stylized signature with 'Am' above it. 2. A signature with 'Raji' above it. 3. A signature with 'Gop' above it. 4. A signature with 'Neethu' above it. 5. A signature with 'Dancy' above it. 6. A signature with 'Deepa' above it. 7. A signature with 'Divya' above it. 8. A signature with 'Jasmine' above it. 9. A signature with 'Divya' above it. 10. A signature with 'Kavitha' above it. 11. A signature with 'Silpa' above it. 12. A signature with 'Gomga' above it. 13. A signature with 'Shibu' above it. 14. A signature with 'Syanna' above it. 15. A signature with 'Ajitha' above it. 16. A signature with 'K. Babu' above it. 17. A signature with 'Gixi' above it. 18. A signature with 'Anil' above it. 19. A signature with 'Santhosh' above it. 20. A signature with 'Sanjayan' above it. 21. A signature with 'Abhilash' above it. 22. A signature with 'N. prakasam' above it. 23. A signature with 'ulla' above it. 24. A signature with 'Supriyam' above it. 25. A signature with 'Devakajam' above it. 26. A signature with 'Aboka' above it. 27. A signature with 'Peabhakaran' above it. 28. A signature with 'Jayaprakash' above it. 29. A signature with 'K. Raju' above it.

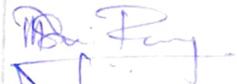
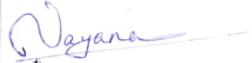
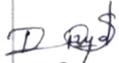
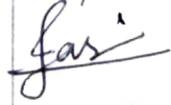


PRINCIPAL
SREE NARAYANA COLLEGE
PUNALUR

SREE NARAYANA COLLEGE PUNALUR

Training programme for teaching staff held on
05/07/2017

Venue:

Sl No.	Name	Sign
1.	Reshma .R	
2.	Deepthi P.S	
3.	Resmi Ravindran	
4.	Aswathy SM	
5.	Gayathri salim	
6.	Nayana joyal	
7.	Biji M.S	
8.	Dr. shing Mathews	
9.	Soumya Viswambharan	
10.	Jaya .L	
11.	K. Sujatha Kumari	
12.	Dr. S. Baiju	
13.	Mariyamma Vaghese	
14.	Dr. Divya Sadasivam	
15.	Jasmine Rose	
16.	Dr. Bijo. S. Anand	
17.	Sree Muekan. A	
18.	R. Santhosh	



19	Lekshmi R.s	
20	Syama. S.N	<u>RS</u>
21	Praveen KH	<u>Praveen</u>
22	Dr. Divya. R	<u>Dr. Divya</u>
23	Lt. Dr. V. Arun	<u>Dr. Arun</u>
24	Shibu. T	<u>Shibu</u>
25	Raji. V	<u>Raji</u>
26	Kavitha. K.S	<u>Kavitha</u>
27	Deepa. J.P	<u>Deepa</u>
28	Ganga. M.R	<u>Ganga</u>
29	Silpa sasankan	<u>Silpa</u>
30	Dr. Gopam Raj	<u>Dr. Gopam</u>
31	Dr. Jasmine Anand	<u>Dr. Jasmine</u>
32	Neethu pradeep	<u>Neethu</u>
33	Dancy suxendran	<u>Dancy</u>
34	Dr. Divya. V	<u>Dr. Divya</u>



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PUNALUR

Aranya

2016-2017

SREE NARAYANA COLLEGE, PUNALUR

Training programme for Teaching Staff
held on 05/09/2016.

Venue :

List of Participants

- 1 Reshma R
- 2 Deepthi P S
- 3 Soumya viswambharan.
- 4 Dr. Shiny Mathew
5. Biji . M. S
- 6 Dr. Divya sadasivam
7. Raji . V
8. Resmi Ravendran
9. Nayana Joyal
10. Jasmin Rose
11. Lekshmi R.S
12. Aswathy S.M
13. Gayathri Salim
- 14 Dancy susendran
- 15 Deepa J. P
- 16 Dr. Divya V
- 17 Kavitha . K. S
- 18 R. Santosh













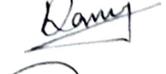






















19. Dr. Divya . R

20. Dr. Gopam Raj

21. Sree Musugan . A.

22. Praveen K. H

23. L.T. Dr. V Arun

Dr.

R

Sree

Praveen

Ar



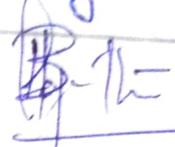
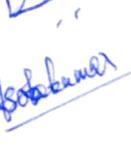
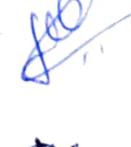
Ar

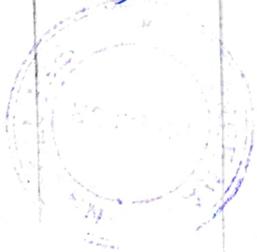
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PUNALUR

SREE NARAYANA COLLEGE, PUNALUR

Training Programme for non-teaching staff held on 11-07-2016

Venue:

S:No	Name	Signature.
1	B. Ajitha	
2	K. Babu	
3	Geetha Kumari	
4	N. Anil Kumar	
5	K. Santhosh Kumar	
6	K. K. Sanjayam	
7	Abhilash. V	
8.	N. Prakashan.	
9.	ullas. D	
10.	D. Supriyan	
11.	Devarajan. B	
12.	D. Asoka Kumar	
13.	B. Prabhakaran.	
14.	G. Jayaprakash	
15.	K. Raju.	





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**4. Photographs of
Professional Development /Administrative
Training Programs**

2020-2021



TOWARDS THE DIGITAL ERA OF TEACHING AND LEARNING on 10/07/2020



TOWARDS THE DIGITAL ERA OF TEACHING AND LEARNING on 10/07/2020

2019-2020



NAAC Accreditation Cycle 3 on 08/07/2019



NAAC Accreditation Cycle 3 on 08/07/2019



NAAC Accreditation Cycle 3 on 08/07/2019



Revised Accreditation Framework on 13/03/2020

2017-2018



Outcome Based Education on 05/07/2017



Training leadership traits to Teaching and non-teaching staffs on 17/08/2017

2016-2017



Administrative File processing on 11/07/2016



University Examination and Internal mark uploading on 05/09/2016