

SREE AYYAPPA COLLEGE ERAMALLIKKARA

CHENGANNUR, ALAPPUZHA DISTRICT KERALA

(GOVT. AIDED COLLEGE AFFILIATED TO THE UNIVERSITY OF KERALA)
NAAC Accredited with A Grade (Cycle II)



Administrative and Academic Audit(AAA) 2022-23

Action Taken Report(ATR)

SREE AYYAPPA COLLEGE LADIES HOSTEL, ERAMALLIKKARA

ACTION TAKEN REPORT

1. In response to the suggestions from AAA for the 2022-23 period, actions have been undertaken to enhance the cleanliness and aesthetics of the ladies hostel premises.
2. While efforts were made to remove slabs near the well, many constraints prevented their complete removal. Consequently, soil was filled over these slabs, and flower pots were strategically placed to beautify the area, providing a visually appealing ambiance.
3. Additionally, initiatives have been launched to establish a kitchen garden within the premises. This endeavour aims to promote sustainability, provide fresh produce for the hostel.

By implementing these measures, the hostel administration is committed to creating a conducive and pleasant environment for its occupants, aligning with the suggestions put forth by AAA2022-23 for the improvement of facilities.


Deputy Warden


Principal



PRINCIPAL
Sree Ayyappa College (T.D.B)
Eramalikkara - 689 109
Thiruvandoor, Chengannur
Alappuzha Dist, Kerala

SREE AYYAPPA COLLEGE

ERAMALLIKKARA

AFFILIATED WITH UNIVERSITY OF KERALA, MANGED BY TDB

REPORT: ADMINSTRATIVE TRAINING PROGRAMME

Date: 06th December 2023

Subject: Administrative Training Program for Non-Teaching Staff

Organized by: College Internal Quality Assurance Cell (IQAC)

Objective:

The primary objective of this training program was to familiarize the non-teaching staff with the functionalities, features, and usage of the Campus Genie Software. This software serves as a comprehensive tool for various administrative tasks within the college premises.

Brief Introduction:

The College Internal Quality Assurance Cell IQAC organized an Administrative Training Program on the Campus Genie Software for non-teaching staff on December 6th, 2023, through the online platform Google Meet at 11:30 am. The session was interactive, allowing attendees to engage with the trainers and seek clarification on various aspects of the software.

The discussion highlighted the key functionalities of the Campus Genie Software, including but not limited to:

- **Student Information Management:** Managing student records, enrollment details, academic progress, and related administrative tasks.
- **Staff and Faculty Management:** Handling faculty details, attendance records, and related administrative functionalities.
- **Fee Management:** Streamlining fee collection, payment tracking, and generating financial reports.


Notice


SREE AYYAPPA COLLEGE
ERAMALLIKKARA
AFFILIATED TO UNIVERSITY OF KERALA, MANGED BY TDB

ADMINISTRATIVE TRAINING PROGRAMME
ORGANIZED BY IQAC
06th December 2023

NOTICE

The College IQAC will organize an **Administrative Training Program on the Campus Genie Software** for non-teaching staff on December 6th, 2023, through the online platform Google Meet at 11:30 am. All non-teaching staff are required to attend the training program in PG computer lab.


IQAC Coordinator



Principal
6/12/2023

To
all NTS

Mahesh C
Vidya Lakshmi Peter
S. Saji Kumar
Y. G. VISHALAKRISHNAN
VINAYAK R.
Anya Das
Shirshetty P
Ranjith KS

Vijayam R
-Ajith
K

Brochure



SREE AYYAPPA COLLEGE
Eramallikkara, Chengannur
Govt. Aided College, Affiliated To University of Kerala

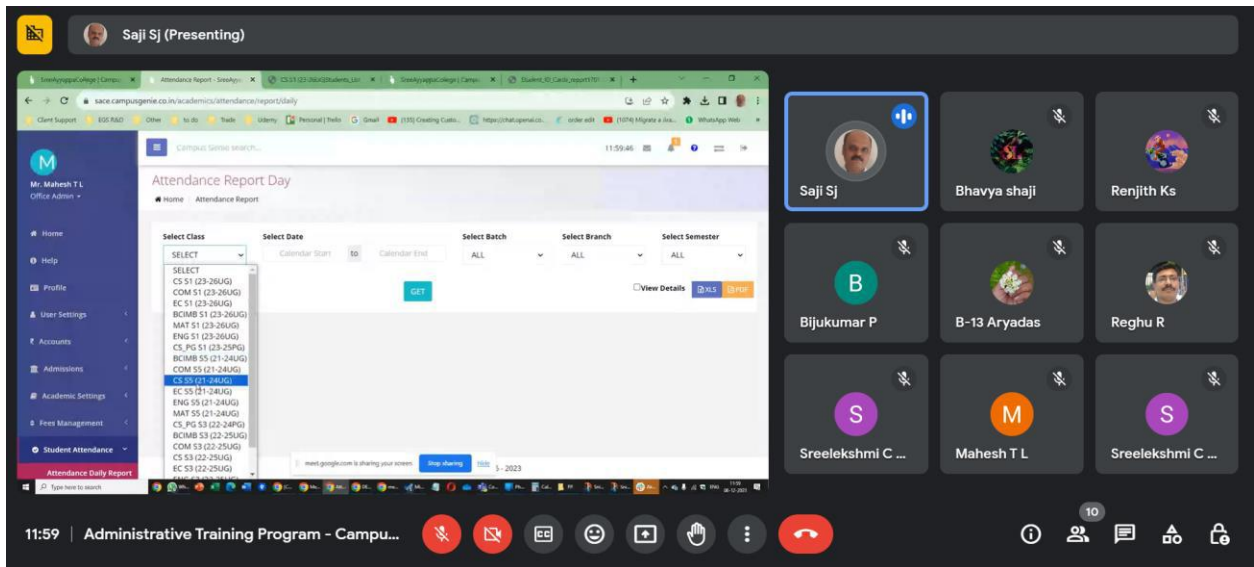
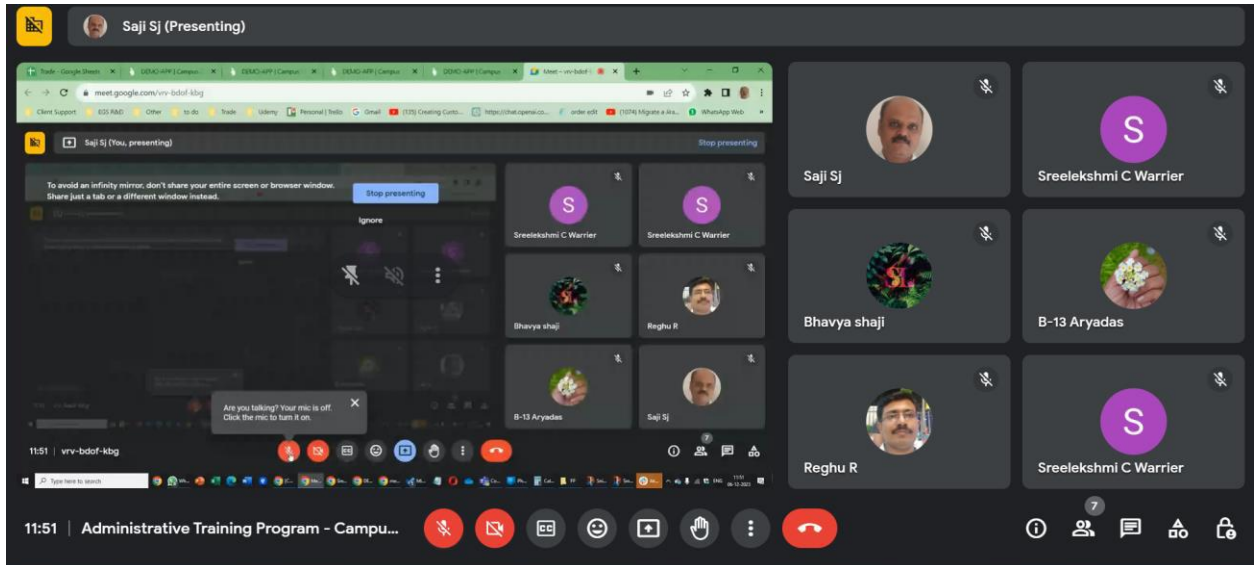
**Administrative Training Programme on
" Campus Genie Software"
for Non -Teaching Staff**

**Organized by
Internal Quality Assurance Cell (IQAC)
Coordinated by
Dr. Sreelekshmi C Warriar (ERP Coordinator)**

**Resource Person : Mr. Saji S J
Chairman, EZ Genie Solutions Pvt. Ltd,
Thiruvananthapuram**

**Venue: Computer Lab
Date & Time: 06-12-2023
@
12.00 pm**

Photos





Attendance

SREE AYYAPPA COLLEGE
ERAMALLIKKARA
 AFFILIATED TO UNIVERSITY OF KERALA, MANGED BY TDB
 ADMINSTRATIVE TRAINING PROGRAMME
 ORGNIZED BY INTERNAL QUALITY ASSURANCE CELL (IQAC)
 06th December 2023 @11.30 am

Speaker of the Training Programme: Mr. Saji S J, Chairman, EZ Genie Solutions Pvt.Ltd,
 Thiruvananthapuram

ATTENDANCE SHEET

Sl. No:	Name of the Participant	Designation	Signature
1	BIJU KUMAR P	Head Accountant	<i>[Signature]</i>
2	VISHWANATHA PILLAI	LD clerk	<i>[Signature]</i>
3	MAHESH TL	LD clerk	<i>[Signature]</i>
4	REGHU	Technical Assistant	<i>[Signature]</i>
5	RENJITH K.S	Office Attendant	<i>[Signature]</i>
6	ARYA DAS	office Attendant	<i>[Signature]</i>
7	VIJAYALAKSHMI V G	office Attendant	<i>[Signature]</i>
8			