



**SREE SANKARACHARYA UNIVERSITY OF SANSKRIT,
KALADY**

**ANNUAL ACTION TAKEN REPORT OF IQAC
2017-18**



IQAC ANNUAL REPORT 2017-18

During the Year 2017-18, the IQAC in Sree Sankaracharya University of Sanskrit, Kalady started functioning with new members as detailed below. Dr Dharmarajan P.K, the new Vice Chancellor led the IQAC with Dr Saju T S, Associate Professor, Department of Geography as Director, IQAC.

Dr. Dharmarajan P.K., Vice Chancellor - Chairman

II Senior Administrative Officers

- 1 Dr. T.P Raveendran, Registrar - Member
- 2 Dr.M Manimohanan Professor i/c of Pro Vice chancellor - "
- 3 Sri. T.L Suseelan, Finance Officer - "
- 4 Sri. George M.J, Joint Registrar (Academic) - "

III Teaching Staff

1. Dr.M Manimohanan Professor in Sanskrit Vyakarana
i/c of Pro Vice chancellor - "
2. Dr. Shanti Nair, Professor in Hindi - "
3. Dr. Valsalan V.A, Professor in Malayalam - "
4. Dr.Muthulekshmi K, Professor in Sanskrit Vedanta - "
5. Dr. L.Sushama, Professor in Malayalam - "
6. Dr. Lissy Mathew V, Professor in Malayalam - "
7. Dr. Sunil P Elayidom, Associate Professor in Malayalam - "
8. Dr. Jose Antony, Associate Professor in Social Work - "
9. Dr. Nakulan K.V, Associate Professor in Urdu - "
10. Dr. Susan Thomas, Associate Professor in History - "
11. Dr. P.Chitra, Associate Professor in Hindi - "
12. Dr. Vijayalekshmi K.P. Assistant Professor in Sanskrit Vedanta - "
13. Dr. Chandravadana G., Assistant Professor in Hindi - "

IV Nominees

1. Sr. Akhil C.M. Reasearch Scholar, Sanskrit Vedanta - "
2. Adv. K. Thulasi, Panchayath President, Kalady - "
3. Dr. Tolin (CEO, Tolins Tyre Manufactures - "
- V Dr. Thomas K Job, Member, Syndicate - "
- VI Dr. Saju T.S., Associate Professor in Geography - Director

Key initiatives taken by IQAC were

INITIATIVE 1:

A core committee comprising of 9 members with the statutory officers was constituted to ensure the smooth functioning of the affairs of the IQAC.

INITIATIVE 2:

Conducted two day workshop ”REVEILLE” on “Effective Governance” for non teaching staff from 13th -14th December 2017 . The topics covered were Academic Auditing, NAAC Revised Accreditation, Office procedures, Drafting, etc.A total of 123 staff attended the training programme.

INITIATIVE 3:

Initiated the processes of data preparation for the second cycle of accreditation. As part of this organised a one-day workshop for all faculty members on 30th June 2018 on the Revised Accreditation Framework of NAAC.

INITIATIVE 4:

The guidelines for conducting Academic Seminars, Workshops, Guest Lectures, Extension Lectures and Sastrasadas in the University was prepared and the same was approved by the 169th syndicate held on 30.06.2018.

INITIATIVE 5:

The approved Action Plan 2018-19 which was prepared by the IQAC was circulated.

INITIATIVE 6:

The draft IQAC regulation prepared to make IQAC a statutory body was placed before the syndicate for approval.

INITIATIVE 7:

The Research and Development cell (R&D cell) was constituted in the University for the enrichment of research culture and project based research in the University.Guidelines formulated for effective functioning of the R & D cell of the University was approved.

INITIATIVE 8:

“Sasthrayan Project” or Open House conducted in all departments on 21&22 February 2018, by way the University was opened to the public for two days .The intention of this project was to impart benefits of research outputs and contributions of the university to the public. The initiative was a grand successes.

INITIATIVE 9:

IQAC consolidated the entire data pertaining to the University for the Chancellor’s Award 2016-17.

INITIATIVE 10:

Consolidated the feedback received from the students and placed it before the high level committee for analysis. The individual feedback forms were sent to the concerned teachers and the Departments were directed to conduct the department council exclusively for discussing this matter and initiate rectifying measures to improve the quality of the teaching and learning.

INITIATIVE 11:

The feedback from the stakeholders was collected and rated with the ten strategies adopted based on the teachers performance in teaching method. Based on the rating, performance charts were prepared and depending on the rating they are classified as

Above 95%	-Very Good
Above 90-95%	- Good
Below 80%	- was marked as cases demanding attention

The individual feedback obtained from the students were emailed to all teachers concerned.

INITIATIVE 12:

The High level committee for feedback analysis and Department level reporting was reconstituted with 8 members including Vice Chancellor , Pro Vice Chancellor and the Registrar.

INITIATIVE 13:

Participated in the All India Higher Education Survey (AISHE).

INITIATIVE 14:

A one day Orientation programme on NAAC Revised Accreditation framework was given to the Heads of the Department and Administrative staff from Section Officers and above on 30.06.2018. 80 staff attended the programme.

FUTURE PLANS:

1. Conduct Academic Audit adopting the peer team auditing methodology.
2. To start Additional Skill Acquisition Programme(ASAP) in the University.
3. To print and publish all academic regulations in force as a handbook for the ease of administrative convenience and to equip faculty members and administrative staff for smooth functioning of the system.
4. To implement Green Kerala Protocol in the University and to conduct Environmental Audit.

5. To conduct Gender Audit as a part of gender equity initiative.
6. To ensure the campus more friendly to the physically challenged people.
7. To upgrade the present Interactive Centre and optimize the functioning of the centre.
8. Conduct general Orientation programme and discipline wise Orientation programmes for the faculty members on contract during the beginning of next Academic Year
9. Request every Academic Departments to submit proposals about the possible extension/community programmes which shall be commenced from next academic year.
10. Conduct Orientation Programme during the mid of next semester for all teaching staff of the University on the new accreditation framework of NAAC , utilizing the expertise from outside.
11. Develop a file routing system for the new Recruitment of Teachers and Career Advancement Promotion of teaching staff through IQAC .
12. The documents and records collected in IQAC, publication division and other sections of the University related to the programmes/events conducted by the University and other Departments shall be sorted out, maintained in a separate division and a stock register may be maintained for the easy access and retrieval of the information. Archives of digital documents shall be maintained in this manner
13. To engage a professional agency to study the feasibility and assess the situation for improving water quality. Recommended to approach Centre for Water Resources Development and Management (CWRDM), Kozhikode for this purpose.
14. To start a new ‘Women study centre’ in an appropriate Department.
15. To design a new App for online feedback from next academic year onwards.
16. To conduct SSUS Open House “ Sasthrayan” in the next academic year also.