



**SREE SANKARACHARYA UNIVERSITY OF SANSKRIT,
KALADY**

**ANNUAL ACTION TAKEN REPORT OF IQAC
2018-19**



IQAC ANNUAL REPORT 2018-19

The year 2018-19 was crucial as far as the University is concerned and the year was action packed in the context of the preparation of 2nd cycle of accreditation. The term of the IQAC members continued this academic year too with slight reconstitution in the teaching staff .The members included in the committee are as follows:

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

II Senior Administrative Officers

- | | | |
|---|--|----------|
| 1 | Dr. T.P Raveendran, Registrar | - Member |
| 2 | Dr. K.S. RaviKumar Pro Vice chancellor | - " |
| 3 | Sri. T.L Suseelan, Finance Officer | - " |
| 4 | Sri. Yoosaf K.A., Joint Registrar (Administration) | - " |

III Teaching Staff

- | | | |
|----|--|-----|
| 5 | Dr.M Manimohanan Professor in Sanskrit Vyakarana | - " |
| 6 | Dr. Shanti Nair, Professor in Hindi | - " |
| 7 | Dr. Valsalan V.A, Professor in Malayalam | - " |
| 8 | Dr. C.S. Sasikumar, Professor in Sahitya | - " |
| 9 | Dr. L.Sushama, Professor in Malayalam | - " |
| 10 | Dr. Lissy Mathew V, Professor in Malayalam | - " |
| 11 | Dr. Sunil P Elayidom, Associate Professor in Malayalam | - " |
| 12 | Dr. Babu K Viswanathan, Associate Professor in Hindi | - " |
| 13 | Dr. Jose Antony, Associate Professor in Social Work | - " |
| 14 | Dr. Nakulan K.V, Associate Professor in Urdu | - " |
| 15 | Dr. Susan Thomas, Associate Professor in History | - " |
| 16 | Dr. Vijayalekshmi K.P. Assistant Professor in Sanskrit Vedanta | - " |
| 17 | Dr. Chandravadana G., Assistant Professor in Hindi | - " |

IV Nominees

- | | | |
|----|---|-----|
| 4. | Sri. Akhil C.M. Reasearch Scholar, Sanskrit Vedanta | - " |
| 5. | Adv. K. Thulasi, Panchayath President, Kalady | - " |
| 6. | Dr. Tolin (CEO, Tolins Tyre Manufactures | - " |
| V | Dr. Thomas K Job, Member, Syndicate | - " |
| VI | Dr. Saju T.S., Associate Professor in Geography, Director, IQAC | - " |

VII Special invitee

1. Dr. Biveesh U.C. , Research Officer, RUSA - SPD

Key initiatives taken by IQAC were;

INITIATIVE 1:

Website redesigning and updating process was carried out by IQAC with the assistance of 18 students (MA/MPhil/PhD) from various Departments as Project Assistants. Several meetings in this regard were conducted. The demonstration of the updated website was conducted on 21.03.2019 and was resolved to migrate the website with modified content having same domain.

INITIATIVE 2:

Provided official mail id (@ssus.ac.in) to all statutory officers, Heads of the Departments, Campus Directors, all permanent teaching faculty, Middle level Officers and Section Officers with the intention to make all official communication only through this mail id in future. This is a part of the project *Paper Free Campus*.

INITIATIVE 3:

A one day Orientation Programme was conducted for the guest faculty members on 21.07.2018 on general academic matters in the forenoon session and Department level Orientation was held in the afternoon session. 219 Guest Faculty attended the programme.

INITIATIVE 4:

The IQAC took initiative to participate in the National Institutional Ranking Framework (NIRF), 2018. Dr Sunitha Gopalakrishnan, Professor, Department of Hindi was nominated as the Nodal Officer.

INITIATIVE 5:

The IQAC extended the service to coordinate the cleaning process of the entire University buildings and campus premises when the deluge witnessed in the state of Kerala causing extended damage to Sree Sankaracharya University of Sanskrit, Kalady which was the only Higher Education Institution in the State which suffered massive losses due to flood which occurred from August 15th - 19th 2018.

INITIATIVE 6:

Conducted SSUS Open House- “Darppanam”, 2019 on 22nd and 23rd February 2019 along with the Sanskrit group song and quiz competitions for school students. Short film festival incorporating 45 films were exhibited during these days for the public.

INITIATIVE 7:

Considering the recent deluge that affected the University during August 2018 in a worst manner, it was recommended to design Add –on Course on Disaster Management . The Department of Geography started the certificate course in Natural Disaster Management & Mitigation from the Academic year 2019-20 onwards.

INITIATIVE 8:

A one day Orientation programme on “Outcome Based Course Restructuring and NAAC Reaccreditation Framework was given to the regular faculty on 03.11.2018. 92 teaching faculty from various Departments attended the programme.

INITIATIVE 9:

The new Women Studies Centre in the name of Dakshayani Velayudhanwas inaugurated on 28.03.2019. Dr Sheeba K M, Professor, Department of History was nominated as the coordinator of this centre of study.

INITIATIVE 10:

Recommended to provide seed money to the faculty members who are willing to avail fund and submit proposal for Research Developments. The R&D Cell was entrusted to conduct a half day workshop for the faculty members to introduce the funding agencies for Research. Proposal received from the teaching faculty are under consideration.

INITIATIVE 11:

Feedback collection for the monsoon semester was collected through online method. Students are able to submit feedback from their mobile phones.

INITIATIVE 12:

Initiated to introduce Outcome Based Education in the University curriculum. Conducted OBTLE (Outcome Based Teaching Learning and Evaluation) workshop in collaboration with KSHEC on 12th-14th November 2018. The workshop mainly intended for Heads of the Departments, Deans and Board of studies members. 43 teaching faculty attended the workshop. After conducting series of workshop in all departments offering PG programmes, OBTLE was introduced in PG programmes from 2019-20 admission onwards.

INITIATIVE 13:

The Training programme on administrative procedures and processes was given to the newly recruited assistants on 26th-27th February, 2019. A total of 28 Assistants attended the programme. The topics discussed were Kerala Service Rules, Maintenance of cashbook, conduct of Examination, Admission rules and Fellowship, etc.

INITIATIVE 14:

The training programme for the entire administrative staff on “NAAC Reaccreditation Framework” was given on 18th May 2019. A total of 106 staff attended the training.

INITIATIVE 15:

As suggested the Academic Audit in all departments by adopting peer team methodology was conducted on 14th and 15th June 2019. Dr M P Rajan, Member peer team & Academic Consultant, NAAC and Prof Jacob John Kattakayam, NAAC Advisory committee member were the special invitees for auditing. The audit helped to assess the quality of each Department and to initiate rectifying measures for enhancing the same.

INITIATIVE 16:

The Administrative audit was conducted in all sections during 19th and 20th June 2019. The committee comprising of Dr K Ramachandran, Principal, University Institute of Management, University of Kerala & Former Registrar of SSUS and Dr M Manoharan, Professor & Registrar i/c, University of Calicut visited and verified the documents /registers maintained in all

sections and submitted the report based on their observations/recommendations

INITIATIVE 17:

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

INITIATIVE 18:

The IQAC took a special initiative on request from the Vice Chancellor, Kerala Kalamandalam (Deemed to be University for Art & Culture), Cheruthuruthy, Thrissur and Thunchath Ezhuthachan Malayalam University, Tirur, Malappuram to share our expertise in equipping the Universities for NAAC accreditation.

INITIATIVE 19:

Participated in the first All Kerala Higher Education Survey.

INITIATIVE 20:

Took the initiative in translating the University Act, Statutes, Main Regulations and Vision & Mission of the of the University in Sanskrit version.

INITIATIVE 21:

Induction programme were conducted for PG students on 19th and 20th June 2019 and UG students on 26th and 27th June 2019. Programmes were organised at two levels, at Department level and at University level. With the support of the faculties, programmes including lectures, trainings, PTA meetings and interactive sessions on various topics were conducted for UG and PG students separately. A Motivational talk by Sri Arunkumar, Chief Executive Editor, 24 News Channel was also included during a session.

INITIATIVE 22:

Provided University helpline number (24x7) to the University Community.

INITIATIVE 23:

Took initiative to frame the following policies:

- a. Policy on Maintenance of Infrastructure
- b. Research Policy
- c. Policy on Faculty/Student Exchange Programme
- d. Policy on Gender Sensitivity through Safety and Security
- e. Policy on Consultancies and Partnerships
- f. Policy on Advanced and Slow Learners
- g. Policy on Equity, Inclusion and Equal Opportunity
- h. Policy on Mobilization of fund and resources
- i. Green Policy of SSUS

FUTURE PLANS:

1. Start new certificate courses in various Departments.
2. Provide specific code to all Academic Programmes .
3. Collect data of student's placement through online tracking system as it is vital information as far as the University is concerned.
4. Conduct Orientation Programme in MOOC for all permanent faculty.
5. Extend the facility of ASAP to regional campuses also.
6. Collect proposal from the stakeholders for the next phase of RUSA & UGC fund utilization.
7. Provide computer training to all the students at Regional Centres by setting up of computer centers in these campuses.
8. Establish Central Instrumentation facility in the main campus.
9. Prepare a biodiversity master plan.
10. Establish UGC Human Resource Development Centre.
11. Develop a coding system for all events and programmes conducted in the University.
12. Implementation of OBTLE in UG programmes.
13. Explore the possibilities of starting innovative and interdisciplinary programs.