

2015-16

SREE SANKARACHARYA UNIVERSITY OF SANSKRIT,
KALADY

No.12540/IQAC /SSUS/2014

Dated 6/7/2015

CIRCULAR

All HoDs, Campus Directors and Co-Ordinators are again requested to forward the details of programmes/Seminars /Workshops/Lectures organized by the Departments /Regional Campuses/ Centres of Study conducted during the last academic year to the IQAC in order to prepare AQAR, the mandatory report to be submitted to NAAC for the Academic year 2014-15 at the earliest. The photographs, the invitations and other literature pertaining to each programme are to be forwarded in a chronological order so as to collate the materials without mistake. It is expected to furnish the materials latest by 31/7/15 and it may be sent in the email Id- **ssusiqac@gmail.com**

Sd/-
Registrar



Approved for Issue

[Signature]
Section Officer

[Signature]
PS to Regr i/c

To

All the H.o.Ds/CDs/Co-Ordinators

Copy to:

F.O/PS to VC/PVC/Regr.

[Signature]
Dr. DHARMARAJAN P.K.
Vice-Chancellor
Sree Sankaracharya University of Sanskrit
Kalady, Ernakulam, Kerala-683 574

**Minutes of the meeting with the assigned teachers for feedback collection on 31.12.2015 at
11.30 a.m. in the Syndicate Hall**

Agenda:

Modalities regarding student feedback

Members present:

- | | |
|---|------|
| 1. Sri. A.A Gopi, Dept. of Philosophy | Sd/- |
| 2. Dr. P.H Ibrahimkutty, Dept. of Hindi | Sd/- |
| 3. Smt. Soumya Murukesh, Com.Lit | Sd/- |
| 4. Dr. Geethakunjamma C, Dept. of Hindi | Sd/- |
| 5. Dr. Sreevidya G, Dept. of Skt. General | Sd/- |
| 6. Dr.H Poornima , Dept. of Skt. General | Sd/- |
| 7. Dr. V.K Bhavani, Dept. of Naya | Sd/- |
| 8. Dr. Reeja B Kavanal, Dept. of Sahitya | Sd/- |
| 9. Dr. V.A Valsalan, Dept. of Malayalam | Sd/- |
| 10. Dr. N.Ajaykumar, Dept. of Malayalam | Sd/- |
| 11. Dr.M.S Muraleedharan Pillai, Dept. of Vedanta | Sd/- |
| 12. Dr.M.V. Natesan, Dept. of Vyakarana | Sd/- |
| 13. Dr. K.M Abu, Dept. of Dance | Sd/- |
| 14. Srit. T. S. Saju, Dept. of Painting | Sd/- |
| 15. Dr. Saju T.S, Dept. of Geography | Sd/- |
| 16. Dr. N.J. Francis, Director, IQAC | Sd/- |

The Committee discussed various issues pertaining to the modalities of collecting feedback from students. Members raised their concerns and reservations regarding the process of collecting the feedback, the confidentiality of the collected data, and the process of the analysis of the data.

The following decisions are taken:

1. To collect student feedback from the Main Centre during the days in between 5th and 15th January, 2016.
2. The teachers entrusted with the duty of collecting feedback will be assisted and accompanied by members of the IQAC




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3. Heads of Departments will be appraised of the format and modalities involved in collecting the feedback from students. The convenience of the HODs will be sought and the teachers entrusted with the duty accordingly will visit the respective Departments as per the schedule prepared in this regard.
4. The filled up format collected from the students will be sealed in the presence of the HoD concerned and returned to the office of IQAC
5. A committee of teachers from various Departments will be formed to carry out the analysis of the student feed back

The meeting came to an end at 1.00 p.m.



Dharm
Dr. DHARMARAJAN P.K.
Vice-Chancellor
Sree Sankaracharya University of Sanskrit
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Sd/-
Dr.N.J. Francis
Director, IQAC

SREE SANKARACHARYA UNIVERSITY OF SANSKRIT, KALADY

No. IQAC/12540/SSUS/2014

Dated. 04/03/2016

CIRCULAR

As ordered by Hon'ble Vice Chancellor, this is to inform that a meeting of Statutory Officers, Director IQAC, Director, Planning and Development will be held at 12.p.m. on 09.03.2016 in the chamber of Vice Chancellor to discuss the matters regarding Chief Minister's Award for Innovation in Public Policy.

All are requested to attend the meeting in time.

Sd/-
George M.J
Joint Registrar (Admn.)

To

PS to VC/PVC/Registrar/FO
Director IQAC/Director Planning & Development

Approved for Issue

PS to Registrar i/c



[Handwritten signature]
Dr. DHARMARAJAN P.K.
Vice-Chancellor
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