Office of the Director, Centre for Internal Quality Assurance (CIQA)
Krishna Kanta Handiqui State Open University

Annual Action Plan 2019-2020
(January 2019 to March 2020)

Month	Activities
January, 2019	• Preparation of Programme Guide • Solicitation of proposals from KKHSOU faculty regarding Programme effectiveness research which may be awarded as Minor Research Project • Examination Monitoring
February, 2019	• Preparation of SLM Guidelines for SLM writers • Training Programme for Grade IV staff of KKHSOU • Examination Monitoring
March, 2019	• Preparation of SLM Guidelines for Content Editors • Stakeholders' Meeting- Upper Assam
April, 2019	• Submission of CIQA Report to UGC for the year 2018-19 • Workshop for Faculty Members of KKHSOU on Time Management/Stress Management/ Behavioral Management • Report on Statistical Profile of KKHSOU
May, 2019	• SLM Audit Phase I • Meeting of CIQA Committee
June, 2019	• SLM Audit Phase II • Training Programme for Officers
July, 2019	• SLM Audit Phase III • Expectation Survey from the Learners (repeating the 2018 exercise) • Examination Monitoring
August, 2019	• Stakeholders' Meeting-Barak Valley • SLM Audit Phase IV • Examination Monitoring

September, 2019	• Training Programme for Grade III Staff • Preparation of SLM Audit Report and circulate the report among the concerned for compliance • Interactive Session on Quality Benchmark and Standardization
October, 2019	• Administering Feedback Survey among Teaching and Non-teaching Staff of KKHSOU (Repeating the 2018 exercise) • SLM Writers/Content Editors Workshop - 1 • CIQA Committee Meeting
November, 2019	• Stakeholders' Meeting- Lower Assam • SLM Writers/ Content Editors Workshop - 2 • Interactive Session on Creativity & Innovation
December, 2019	• SLM Writers/ Content Editors Workshop - 3 • Interactive Session on Emerging Trends in research on open education
January, 2020	• Preparation of Statistical Profile of KKHSOU • SLM Writers/ Content Editors Workshop - 4
February, 2020	• Preparation of Statistical Profile of KKHSOU • Interactive Session on augmentation of ICT facilities
March, 2020	• Preparation of Annual Report of CIQA • Preparation of CIQA Action Plan for the year 2020-21

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