

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

Annual Action Plan 2020-2021

| Month | Activities |
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| April, 2020 | <ul style="list-style-type: none">• Feedback on Criterion wise submission of particulars towards NAAC A&A |
| May, 2020 | <ul style="list-style-type: none">• Preparation of CIQA Annual Plan• Preparation of report of SWOC Analysis• Meeting of CIQA Committee• Initiation of University maintained Study Centres |
| June, 2020 | <ul style="list-style-type: none">• Preparation for IIQA Submission• Submission of Annual Report of CIQA• Audit of Support Services for Learners (Phase 1)• SLM Audit Committee Meeting to finalize the modalities for SLM Audit of Assamese Translation• Preparation of Audio-Visual Manual |
| July, 2020 | <ul style="list-style-type: none">• SLM Audit (Phase 2)-Blind review by outside expert (Appointment of external subject experts)• SLM Audit (Phase 3) of Assamese Translation and submission of report• Training Programme for Grade III staff of KKHSOU• Employers' Feedback• Parents' Feedback• Audit of ICT based services (Phase 2)• LMS Training Phase 1 |
| August, 2020 | <ul style="list-style-type: none">• Administering Feedback Survey among Teaching and Non-teaching Staff of KKHSOU (Repeating the 2019 exercise)• Preparation of Programme Guide in Assamese• LMS Training Phase 2• Webinar on Leadership Development for the Officers of KKHSOU• Audit of Multimedia Materials Phase 3 (Audio-Visual study material audit)• Meeting of SLM Committee with faculty and outside experts to prepare guideline for subject-wise Lexicon |
| September, 2020 | <ul style="list-style-type: none">• Expectation Survey from the Learners (repeating the 2018 exercise)• Obtaining Feedback surveys from stakeholders as inputs for quality improvement (Phase 1- Coordinators and Centres-in-charge)• Programme effectiveness research• Internal workshop for development of quality benchmarks for faculty members and officers of KKHSOU• LMS Training Phase 3 |

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| | <ul style="list-style-type: none"> • Implementation of Action Plan for Lexicon • Meeting of CIQA Committee |
| October, 2020 | <ul style="list-style-type: none"> • Talk on Creativity and Innovation • Case discussion on Best Practices in ODL institutions • Updation of statistics • Research workshop for faculty members of KKHSOU • Obtaining Feedback surveys from stakeholders as inputs for quality improvement (Phase 2- Counsellors) |
| November, 2020 | <ul style="list-style-type: none"> • Workshop on Creativity and Innovation • SLM Writers/ Content Editors Workshop - 1 • Interactive Session on Emerging Trends in research on open education |
| December, 2020 | <ul style="list-style-type: none"> • Effectiveness research on MOOC/OER/Online(Solicitation of proposals from KKHSOU faculty regarding Programme effectiveness research which may be awarded as Minor Research Project) • Stakeholders' Meeting- Lower Assam |
| January, 2021 | <ul style="list-style-type: none"> • Counselors' Workshop • Meeting on automation of academic and administrative activities in KKHSOU and action agenda • Training Programme on Improving Personal Effectiveness for Grade III & IV staff of KKHSOU (Phase 1) • SLM Writers/ Content Editors Workshop – 2 • Quality Assurance Toolkit |
| February, 2021 | <ul style="list-style-type: none"> • Quality improvement workshop for Study Centres of KKHSOU • Presentation and Interactive Session on Quality Benchmark and Standardization • Training Programme on Improving Personal Effectiveness for Grade III & IV Staff of KKHSOU (Phase-2) • Preparation of SLM Audit Report and circulate the report among the concerned for compliance |
| March, 2021 | <ul style="list-style-type: none"> • SLM Writers/ Content Editors Workshop – 3 • Documentation of yearlong activities to meet the requirements of NAAC, UGC and AISHE • Preparation of CIQA Action Plan for the year 2021-22 • Preparation of Quality Assurance Report |
