

Centre for Internal Quality Assurance (CIOA)
Krishna Kanta Handiqui State Open University
Resham Nagar, Khanapara, Guwahati-22

Annual Action Plan

April 2023 – March 2024

Month	Activities
April, 2023	<ul style="list-style-type: none">• AQAR related activities• Preparation and submission of CIQA Annual Report• CBCS/NEP/AGS related discussion in the University Cell• CIQA Committee Meeting for approval of CIQA Annual Report• Preparation and Submission of Quality Assurance Report in UGC DEB Portal• UGC/NAAC Portal related activities including New Academic Programme Approval
May, 2023	<ul style="list-style-type: none">• UGC Portal related activities• Development of Innovative Learning Materials• Workshop on Development of an Action Plan for Gender Sensitization• Stakeholders Meet at the University Headquarters• Carrying out Feedback Surveys among Coordinator and Counsellors
June, 2023	<ul style="list-style-type: none">• Audit of Support Services for Learners (Phase 1)• Employers' Feedback Survey• Parents' Feedback Survey• Workshop on Production and Development of e-content• Capacity Building Programme for conducting Systemic Research among the Faculty of the University
July, 2023	<ul style="list-style-type: none">• Research on Outcome based Programme Effectiveness• Three-day Workshop for SLM Writers/Content Editors• Workshop on Technology Enabled Learning and Content Development• Workshop/Seminar on Innovative Practices• Workshop on conducting System based research
August, 2023	<ul style="list-style-type: none">• Administering Feedback Survey among Teaching and Non-teaching Staff of KKHSOU• Preparation of Programme Guide in Assamese• Training Programme on Leadership Development for the Officers of KKHSOU• Audit of Multimedia Materials Phase 3 (Audio-Visual study material audit)• Stakeholders' Meeting at Lower Assam, Barak Vally and Upper Assam
September, 2023	<ul style="list-style-type: none">• Expectation Survey from the Newly Admitted Learners of KKHSOU• Obtaining Feedback Surveys from Stakeholders as inputs for quality improvement (Coordinators and Centres-in-charge)• UGC Portal-related activities• Workshop/Seminar on Innovative Practices• Workshop on IPR

October 2023	<ul style="list-style-type: none"> • Internal workshop for development of quality benchmarks for faculty members and officers of KKHSOU • Interactive Session on augmentation of ICT facilities for improving quality of support services • Training Programme on Improving Personal Effectiveness for Grade III and IV Employees of the University • Seminar on Quality Assurance Mechanism in Open Universities
November 2023	<ul style="list-style-type: none"> • Workshop on Development and Use of OER in ODL and Online Education • Need Assessment for New Programmes and Courses in the emerging context of NEP 2020 • Workshop on Designing Effective Evaluation System for ODL/Online Education in the changing context • National Workshop on Best Practices in Open Universities/ODL institutions
December 2023	<ul style="list-style-type: none"> • Faculty Development Programme on Pedagogy of Online Learning • AQAR submission-related activities • Workshop on Preparation of PPRs for New Programmes • Daylong workshop on Ethical Issues and Academic Integrity in the context of ODL and Online Education • 3-day intensive workshop on Effective Data Management using MS-Excel for faculty members of the University
January 2024	<ul style="list-style-type: none"> • Learners Meet of UG Learners • Innovative content developed in the form of e-modules / e-SLMs / MOOCs for: NMEICT, NPTEL, SWAYAM, e-PG Pathshala, e-SLMs, other MOOCs platform and institutional LMS • 3 day intensive workshop on Effective Data Management using MS-Excel for officers and employees of the University
February 2024	<ul style="list-style-type: none"> • Learners Meet of PG Learners • Workshop on Assessment of NEP 2020 implementation in Open Universities- Problems and Way out • Finalisation of PPRs for New Programmes • Workshop on Internationalisation of Education
March 2024	<ul style="list-style-type: none"> • Learners Meet of Diploma and Certificate Programme Learners • UGC Portal related activities • Audit of Self Study Materials (SLMs) of the University • Academic and Administrative Audit (AAA)
