



INTERNAL QUALITY ASSURANCE CELL
ST. STEPHEN'S COLLEGE, UZHAVOOR
ACTION TAKEN REPORT 2021-22

Date	Decision	Action taken
25/06/2021	To continue blended mode of teaching	Training sessions on blended teaching were given
	To prepare action plans for the academic year 2021-22	Departments /Clubs submitted the reports to IQAC before 30 th June 2021
	To prepare Academic Calendar 2021-22	Academic calendar was prepared in accordance with the action plan submitted by the Departments/ clubs
	To conduct more online programmes	Observed / Celebrated important days/ festivals through online platforms
	Feedback on online classes	IQAC collected the feedback on online sessions and compilation of the same was submitted to the principal
	To explore opportunities for fund mobilization towards infrastructure developments	In addition to a systematic follow up of the proposals duly submitted to the various authorities, the various departments also mobilized funds with the support of their alumni.
	Conduct of Savieza – the Annual Stephanian Erudite Series	Successful conduct of Savieza with the participation of Resource persons and candidates from reputed institutions world wide.

Date	Decision	Action taken
26/08/2021	Submission of the pending AQARs at the earliest	The Institution utilized the privilege of the extension of the submission date and duly submitted them on time
	Conduct of QUAESITIO- paper presentation competition as a part of National Level Conference	Successful conduct of QUAESITIO 2021-22 by 8 disciplines.
	Review of SSR draft by external experts	The SSR draft was submitted to six external experts for close scrutiny
	External academic audit and orientation to staff members on NAAC visit	Academic audit by Dr. TM Joseph and Dr. Shiny Palatty was conducted in Decemeber 2021
	Faculty Development Programmes	A series of FDP's on ICT tools and LMS were successfully conducted


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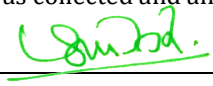
Date	Decision	Actiontaken
07/12/2021	Submission of AQAR 2018-19 & 2019-20	Successfully submitted the AQAR 2018-19 & 2019-20 on 31 st December 2021
	Orientation for newly appointed faculty	Conducted an Orientation Programme in February 2022 with Dr. TM Joseph as the resource Person
	Renovation of college Recording studio	Software upgradation of the same to facilitate campus radio broadcast and the soft skills of students.
	IIQA submission	Criteria Heads presented the current status of their criterion to ensure completion within the stipulated time

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20/01/2022	Submission of new IIQA	New IIQA was submitted on 26 th January 2022 with assessment period from 2016-2021
	Recommendation to college council about the conduct of semester internal examinations	Semester 1 & 3 internal examinations were conducted in the first week of February
	To constitute an IQAC committee to supervise Department / Clubs file updation	A committee of the IQAC Co-Ordinator and two other senior teachers scrutinized the completion of files in the last week of January.
	To appreciate and honour staff and students for their academic/ research achievements	Due recognition was given to both staff and students and the practice still continues.
	Investigate possibilities of MOUs with Govt. organisations	An MOU was signed between KILA (Kerala Institute of Local Administration) and KR Narayanan Study Centre

Date	Decision	Action taken
03/03/2022	To adopt various strategies to ensure successful submission of SSR by 30 th March 2022	Teaching and Non- teaching Staff stayed back after working hours to complete the documentation process
	To appoint more technical staff to facilitate uploading of SSR	Appointment of System Administrator
	Recommendation to college council about the conduct of sixth semester internal examinations	Semester 6 internal examinations was conducted in the second week of March
	Conduct of feed back from stakeholders	Feedback was collected and analysis was done


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