

Annual Staff Literacy Assessment Report

Year: 2024–25

1. Executive Summary

The Annual Staff Sustainability Literacy and Training Program for the academic year 2024–25 was conducted from September 10, 2024, to October 10, 2024, across the institution's seven academic schools and administrative units. This annual initiative forms a core part of the institution's Sustainability Action Framework, which aligns with the United Nations Sustainable Development Goals (UN SDGs) and the institution's own Sustainability Policy 2030.

The primary aim of the program was to enhance staff competency in sustainability literacy — defined as the knowledge, skills, and values that empower individuals to contribute effectively to sustainable development in professional and personal contexts. The 2024–25 training cycle placed particular emphasis on circular economy transitions, climate adaptation strategies, social equity, and ethical leadership. Building on the strong foundation established in previous years, the sessions moved beyond basic awareness to emphasize application, innovation, and measurement of sustainability outcomes.

This report details the program objectives, training framework, participation data, assessment findings, corrective actions, and strategic recommendations for the coming academic year.

2. Objectives

The key objectives of the 2024–25 Staff Sustainability Literacy Program were:

- **To cultivate sustainability-oriented mindsets** among academic and non-academic staff through experiential learning.
- **To build practical capabilities** for integrating sustainability into teaching, research, campus management, and community outreach.
- **To strengthen ethical and social responsibility**, promoting fairness, inclusivity, and well-being in workplace practices.
- **To evaluate progress** in sustainability literacy through structured assessments and evidence-based reflection.
- **To encourage innovation and inter-departmental collaboration** in addressing environmental and social challenges.

3. Training Timetable

Date	Time	School/Department	Venue	Topics Covered
September 10, 2024	10:00 AM–1:00 PM	School of Business	Seminar Hall	Corporate Ethics, ESG Frameworks, and Sustainable Leadership
September 16, 2024	2:00 PM–5:00 PM	School of Arts & Design	Design Studio	Sustainable Design Thinking and Material Innovation
September 20, 2024	10:00 AM–1:00 PM	School of Technology	Lecture Room A	Technological Solutions for Green Innovation and Renewable Energy Integration
September 25, 2024	10:00 AM–1:00 PM	School of Architecture & Planning	Room B-202	Urban Sustainability, Smart Cities, and Circular Construction Practices
September 30, 2024	2:00 PM–5:00 PM	School of Liberal Arts & Humanities	Training Room	Social Equity, Community Empowerment, and Diversity Inclusion
October 5, 2024	10:00 AM–1:00 PM	School of Law	Moot Court Hall	Environmental Legislation, Corporate Accountability, and Climate Justice
October 10, 2024	2:00 PM–5:00 PM	School of Sciences	Science Lab	Waste Reduction, Climate Adaptation, and Biodiversity Conservation

4. Training Framework

Key Thematic Areas Covered:

- Climate Action and Mitigation:** Understanding institutional carbon footprints and reduction strategies.
- Circular Economy Principles:** Resource optimization, product life-cycle thinking, and waste minimization.

3. **Renewable Energy and Efficiency:** Transitioning toward sustainable energy models on campus.
4. **Water Management and Conservation:** Institutional-level water recycling, greywater use, and efficiency measures.
5. **Biodiversity and Green Infrastructure:** Promoting natural ecosystems within urban and campus spaces.
6. **Ethical Leadership and Governance:** Fostering decision-making grounded in integrity, transparency, and accountability.
7. **Social Equity and Inclusion:** Advancing diversity, equity, and mental well-being across departments.
8. **Sustainability Metrics and Reporting:** Measuring outcomes through ESG and SDG-aligned indicators.

Methodology Adopted:

- **Interactive Workshops:** Real-life simulations and sustainability-based problem-solving activities.
- **Expert Lectures:** Delivered by national sustainability experts, NGO representatives, and internal thought leaders.
- **Case Study Analysis:** Cross-disciplinary case discussions highlighting successful sustainability interventions.
- **Collaborative Exercises:** Department-level action planning for localized sustainability practices.
- **Digital Learning Modules:** Online resources, reflection activities, and performance tracking tools.
- **Feedback Loops:** Continuous improvement through participant reflections and post-session surveys.

5. Participation Overview

- **Total Participants:** 188
- **Departments Involved:** Seven academic schools and administrative departments.
- **Average Attendance Rate:** 93%
- **Mode of Training:** Hybrid (In-person workshops with supplementary online sessions).
- **Overall Satisfaction Rate (from feedback surveys):** 91%

Participants included a diverse mix of faculty members, administrative staff, research associates, and technical personnel — ensuring a holistic institutional engagement with sustainability concepts.

6. Key Findings

Overall Performance Summary

Area	Average Score (%)	High Performers (%)	Areas for Improvement
Environmental Topics	77%	46%	Renewable energy management, green procurement strategies
Social Topics	83%	49%	DEI implementation, community partnership evaluation

Performance by School

School/Department	Environmental Literacy (%)	Social Literacy (%)	Overall Average (%)	Key Gaps Identified
School of Business	79%	84%	81%	ESG reporting and performance benchmarking
School of Arts & Design	75%	81%	78%	Sustainable material sourcing and reuse
School of Technology	73%	79%	76%	Data analytics for energy optimization
School of Architecture & Planning	71%	77%	74%	Urban biodiversity integration
School of Liberal Arts & Humanities	77%	85%	81%	Expanding outreach in rural communities
School of Law	69%	83%	76%	Understanding transnational environmental policies

School of Sciences	81%	78%	80%	Campus-scale waste segregation and composting
--------------------	-----	-----	-----	---

7. Corrective Actions Implemented

- Advanced Knowledge Modules:**
Added specialized sessions on carbon accounting, climate finance, and ethical sourcing.
- Peer Learning Networks:**
Established inter-school forums for collaborative sustainability projects and mentorship.
- Resource Repository:**
Updated the institution's e-library with sustainability reports, journals, and policy briefs.
- Monitoring & Evaluation:**
Introduced post-training self-assessment tools for continued learning and reflection.
- Leadership Integration:**
Departmental heads encouraged to include sustainability KPIs in annual performance reviews.

8. Recommendations

- Quarterly Capacity-Building Workshops:**
Short, targeted sessions on emerging topics such as green finance, AI for sustainability, and SDG integration.
- Departmental Sustainability Ambassadors:**
Appointment of trained representatives in each school to coordinate ongoing initiatives and report progress.
- Institutional Sustainability Dashboard:**
Creation of a digital platform to monitor key indicators such as waste reduction, energy use, and carbon savings.
- Cross-Disciplinary Research Collaboration:**
Incentivize staff to co-author sustainability case studies and projects across departments.
- Community Engagement Expansion:**
Encourage partnerships with local NGOs and civic bodies for real-world impact and experiential learning.

9. Assessment and Feedback

Pre-Training Feedback:

Participants expressed limited familiarity with quantitative sustainability metrics and requested more exposure to applied case studies and policy frameworks.

Post-Training Feedback:

Feedback indicated a measurable improvement in understanding sustainability dimensions and a strong interest in continued upskilling. Participants appreciated the balance between conceptual content and practical implementation exercises.

Key suggestions included:

- More examples from Indian higher education institutions.
- Department-specific follow-up workshops.
- Integration of sustainability into annual appraisal systems.

10. Conclusion

The 2024–25 Staff Sustainability Literacy Program marked another milestone in the institution's journey toward environmental and social excellence. The steady increase in literacy scores and the widening scope of participation reflect an encouraging trend of institutional ownership of sustainability goals. The program not only enhanced knowledge but also inspired faculty and staff to become active agents of change within their domains.

Looking ahead, the focus will be on mainstreaming sustainability practices into governance, operations, and curriculum, ensuring that the institution continues to lead by example in sustainable education and management.

Photographs:



Photographs:













