

**EMEA COLLEGE OF ARTS & SCIENCE
KONDOTTI
P G Department of English
Annual Plan / Action Plan 2020-2021**

Department / Students Activities, Presentations, Seminars, Study Tours, Association Day etc..

No.	DATE <i>(Time and Venue will be informed later)</i>	ACTIONS (Name of the Program)	INDICATORS (Activities in detail)	TARGETS (Participants)	OUTCOMES	RESPONSIBILITY (Facilitator / Presenter / Organizer)
1.	Immediately after the First year admission	Orientation Program for 1st Year students	<ul style="list-style-type: none"> Introduce the department. Introduce faculty. Make students aware of the relevance and scope of the course. 	I BA English Students	<ul style="list-style-type: none"> So that students will have clear cut ideas about their course, the methods and approaches that they should adopt to achieve the targets. 	Mr. Roy PP, Mr. Abdul Jaleel M
2.		Internal Examinations	Conduct exams for the portions covered in each semester by preparing question papers.	All students	<ul style="list-style-type: none"> So that student community will revise the portions taught to them. It would help them develop confidence in studies. Reminder to gather themselves toward the target 	Mr. Roy PP MS. Faseela.P A Ms. Hajara P Ms. Nargees.MK
3.	Once in two months	Department meetings	<ul style="list-style-type: none"> Conduct evaluation of the teaching learning process. See whether the plans of the last meetings have 	Faculty of English Department	<ul style="list-style-type: none"> The meetings will help improve the teaching-learning process. It would give the faculty an impetus to be time-bound. 	Mr. Roy PP (HoD)

			materialized. Exchange niceties.			
4.	13 October 2020	One national level workshop on Introducing Literature (Text prescribed for the students)	<ul style="list-style-type: none"> The dept. will conduct a national level workshop. Subject experts from reputed institutions will be invited. Scholars and students can share their knowledge. 	Scholars and activists from the field of subaltern studies will be invited	<ul style="list-style-type: none"> It will create a hub for knowledge sharing. Interaction with others would help our students be aware of sophistication and newer vistas in the discipline. 	Roy PP Lt. Abdul Rasheed P Abidha KP Abdul Jaleel. M Dr. Afsal PC
5.	First week of November 2020 and February 2021	Invited Lecture Series Subject to the availability of resource persons, the dept. proposes to conduct two lectures this year.	<ul style="list-style-type: none"> Eminent scholars will deliver lectures for the department students. Participation of students from other institutions may be allowed with permission. 	Department students, college faculty and students from other institutions	<ul style="list-style-type: none"> Lecture Series is a theme successfully executed by the department in the last academic years. Both students and the faculty of our college will be benefitted. 	Abdul Jaleel M Dr. Afsal PC Nargees MK
6.	Twice a month	Students' Presentation	<ul style="list-style-type: none"> Every student will present a paper in the presence of available teachers and other students. The programme mainly focuses on the PG and the final BA students. 	P G students and teachers of English Department	<ul style="list-style-type: none"> It will help students exude confidence in their pursuit of excellence. They will be very fluent in communication and powerful with ideas. 	Hajara P Faseela.PA Dr. Afsal PC Mr. Abdul Jaeel.M
7	Once in a month	Literary Club Coffee Talks Book reading, poeTree, Standup Talks, muSick	Help students register their dialogues relevant to their subject as well as the socio-political eventualities	English Department Students	The club activities will give the students exposure to the subject-oriented developments and also to the social issues.	Abdul Jaleel M Abidha KP

8	First week of December & Last week of January	Film Club 1. Film Screening 2. Talk on Film Studies	To screen classical as well as subject-oriented movies. Invite field experts to discuss nuances of films and the making of them.	Film Club Members of the College	It will help students watch films that are rarely screened.	Abdul Jaleel M Hajara P Dr. Afsal PC
9	Second week of November and Third week of January	Debate Club 1. Workshop on Debate Skills 2. Debate competition	Provides a platform for the interested students to engage in logical arguments. Prepare them to participate in various zonal competitions.	Club Members	So that their intellectual faculties will be at work. It would also help improve their communicative skills.	Irfana Parveen Lt.Abdul Rasheed P Dr. Afsal PC
10	Last Week of October (Annual) First Week of January (One-day)	Tour	Students will be taken to the sites which are historically, culturally and socially important.	Students of English Department	Help them see places that are historically, culturally and socially important.	Irfana Parveen Abdul Jaleel M Dr. Afsal PC

11	First week of every month	Students' Evaluation on Teachers	Student community can register their appreciation of and also grievances against the faculty. Need be, the head of the department will take necessary actions.	Head of the Department	It will improve the quality of each member of the faculty. They can adopt corrective measures to perform well in their profession.	Roy PP Lt. Abdul Rasheed P
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Prepared by

*Dr. Afsal P C & Lt. Abdul Rasheed P
Assistant professor*

Mr. Roy P P
Head, Department of English
EMEA College, Kondotti
Date: 08/06/2020