

DEVA MATHA COLLEGE
KURAVILANGAD



DEPARTMENT OF
MALAYALAM

ACTION PLAN

Action Plan of The Department of Malayalam-2017-18

Criterion I: Curricular Aspects

Department meetings every month with minutes, hard copy of minutes are maintained- Teaching plan with portions to be taught in each semester- Invited lecturers: 19 June 2017, S. Hareesh, Malayalam writer, 25 October 2017, Benyamin, Malayalam writer, National Seminar conducted in association with Nidheerikkal Manikkathanar Foundation on 'Sahityagaveshanam: Sameepanangal, Sadhyathakal' on 13,14,15 of July 2017- Future plans : Will conduct two or more invited talks based on Malayalam language and literature, and a National Seminar, Add on programme on Malayalam proof reading- Conduct literary quiz and seminars frequently- conduct NET coaching for PG students .

Criterion II: Teaching learning Evaluation

Walk -with a-scholar programme for advanced learners in UG level-remedial coaching for slow learners (evening on working days)-Peer teaching -Classes using LCD projectors/smart class room-Mentoring for students (each class teacher acts as a mentor). Manuscripts of students published every year and will be continued with better additions.

Criterion III: Research , Innovation &Extension

Research publications and awards are promoted in the department-faculty members are encouraged to do research-minor research projects for faculty (UGC MRP) Projects for final year UG and PG students-Faculty members present and publish papers in seminars and seminar proceedings-Field trips are conducted to media related firms.

Criterion IV: Infrastructure &Learning Resources

Moodle online test-Subject related movies and documents will be collected and exhibited-Soft copies of previous year question papers are made available for students-Reading day is observed every year on June 19-One week is observed as reading week-Competitions like ' Vayanakurippu', Book reading are held during the week.

Criterion V: Student Support and progression

Maintain details of scholarships that students get from various govt. departments-Two scholarships are awarded to the toppers in university exams every year: Dr. Marykkutty Thomas Thuruthikkara Endowment & Sri. Thomas Sebastian Kodukappallil Endowment-Details of student progression to higher studies & students who have passed NET/SLET etc. are maintained.

Criterion VII: Best Practices of the Department

Vicinity to MGU and SSU will be exploited by inviting resource persons who visit these institutions to our department- Releasing of student's manuscript named 'KAYYOPPU' every year.



Action Plan of The Department of Malayalam-2018-19

Criterion I: Curricular Aspects

Department meetings every month with minutes, hard copy of minutes are maintained- Teaching plan with portions to be taught in each semester- Invited lectures by prominent alumni and other renowned personalities are conducted once in a month. Introduction of Add-on programme” Malayalam DTP and Proof Reading”-Measures will be taken to include our faculty members in BoS and academic bodies of Autonomous colleges-Department will introduce fabric painting as the value added course for interested UG students-a special cell will be formed to identify project and internship opportunities for advanced learners at UG and PG level- conduct NET coaching for PG students .

Criterion II: Teaching learning Evaluation

Walk -with a-scholar programme for advanced learners in UG level-remedial coaching for slow learners (evening on working days)-Peer teaching and cross teaching will be adopted- Department is planning to five such classes per semester for each year-every teacher will be assigned 15 students to mentor -a mentoring diary will be maintained by each mentor-Subject related TED talks will be identified and exhibited for students after 3.15 pm-Drama inactment can be conducted-manuscripts of students published every year and will be continued with better additions- -Classes using LCD projectors/smart class room-Student satisfaction survey will be conducted at year end.

Criterion III: Research , Innovation &Extension

Research publications and awards are promoted in the department-faculty members are encouraged to do research-minor research projects for faculty (UGC MRP) Projects for final year UG and PG students-Faculty members present and publish papers in seminars and seminar proceedings-Field trips are conducted to media related firms.

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Criterion VII: Best Practices of the Department

Vicinity to MGU and SSU will be exploited by inviting resource persons who visit these institutions to our department- Releasing of student's manuscript named 'KAYYOPPU' every year.



Action Plan of Malayalam Department 2019-2020

Criterion I : Curricular Aspects

Department meetings every month with minutes-hard and soft copies of minutes are maintained- Teaching plan with portions to be taught in each semester-Invited lectures:19 June 2019,Prof.K S Indhu ,Assistant Professor, Dept of English, D B Collage Thalayolaparambu.1 August 2019,Ajay P Mangattu, Malayalam writer,29 August 2019,Dr.V Sasikumar, Retd. Professor, University of Kerala-Future plans: In the month of november 2019,Ezhuthachan Vijnaneeya Prabhashanam in association with Malayalam University Tirur ,In the month of February 2020 , A talk on Malayalam Short Stories .Add on programme on Malayalam DTP and Proof reading. The department is encouraging the students through seminars quiz programmes and other academic activities- Mooc courses on language and literature identified-will encourage students to attend such courses.

Criterion II:Teaching Learning And Evaluation

WWS,SSP programmes for advanced learners in UG level-remedial coaching for slow learners(morning and evening sessions in working days)-peer teaching and cross teaching are conducted-NET COACHING For PG students-association activities to improve leadership and organizational skills-Memorial talks by students are conducted-Manuscript magazine of students are published every year, Celebrating different cultural festivals-Smart class facilities-Mentoring system is already there and will be maintained.

Criterion III: Research, Innovations and Extention

Number of PhD holders:6; university research guides:3 -publications by the faculty members in UGC approved journals-Book and Book chapters also published- Department is planning to: 1. sign an MOU with Public Library Kozha 2.Prepare technical terms for BHARANABHASHA-MATHRUBHASHA project 3.Prepare college application forms in Malayalam-Department already has a good video library on literary movies-audio library will be introduced with the participation of students for the visually impaired-field trips are conducted to media related institutions

Criterion IV: Infrastructure and Learning Resources

Department is planning to acquire more subject related and rare books-A few e-books are available-A class on the use of library and e-resources is given to first year students by the Librarian-Students are allowed to use library during free hours-Seminar and assignments are provided to increase library usage-Vayanakurippu and Reading competitions are conducted every year on reading day(June 19) - Hard copies and soft copies of PhD thesis, project reports etc are maintained-E-library of visual arts, cinemas and documentaries-Audio books will be prepared for the visually impaired.

Criterion V: Student support and Progression

Department keeps a register with details of all govt.scholarships-4 scholarships are awarded to the students by the department-DR. Marykutty Thomas Thuruthikkara Endowment,Sri Thomas Sebastian



Kodukapallil Endowment,Sri Sebastian K George Karot Memmorial,Sri V J Joseph Valiyaparambil Memmorial-Data regarding students placement will be maintained-A register on students progressions to higher studies is also maintained-Copies of certificates are collected from the students who pass exams like NET/ TET/ SLET/ PSC/ UPSC-Copies of placement letters in private firms will be collected-alumni lectures are conducted.

Criterion VII: Best Practices of the Department

Vicinity to MGU ,SSU, Malayalam University and Madras University will be exploited by inviting resoure persons from these institutions to address our students-visits are conducted to student's houses , organic farms of alumni.



ACTION PLAN OF THE DEPARTMENT OF MALAYALAM 2021-22

Criteria I: Curricular Aspects

- Conduct Department meetings in every month with minutes
- Minutes of meetings should maintain in hard and soft copies
- Maintain Teaching plans with portions to be taught in each semester.
- June 5 World Environment Day, talk by Dr.Raju D Krishnapuram (Former HOD, Dept of Malayalam, Henry Baker College, Melukavu)
- June 19 *Vayanadinam*, talk by renowned Malayalam Writer Vinoy Thomas
- To conduct Intercollegiate *Kadhaniroopanamsaram* in connection with *Vayanadinam*.
- Decided to conduct Add on Course on Communicative English for I UG students. The Teacher in charge of the course is Dr. Brincy Mathew.
- Decided to conduct Add on Course on Life Skills for all students and staff of Deva Matha College. The Teacher in charge of the course is Dr. Ancy Sebastian.
- To conduct a Webinar Series on the title Bharatheeya sahithyameemamsayum Naveena Gaveshanavum on 26th to 31st July 2021. Coordinators of the webinar are Dr. Sr. Sindhu Sebastian and Dr. Ashadevi.
- To conduct Alumni Lecture Series, Coordinators of the Lecture Series are Dr. Ancy Sebastian and Mr. Amal V. Thankachan
- Try to identify suitable MOOC Courses for Malayalam Language & Literature. Teacher in charge of the same is Dr. Ciby Kurian.

Criterion II: Teaching Learning and Evaluation

- Conduct Remedial classes for slow learners
- Maintain a Register for the same.
- Promote Peer teaching and Cross teaching
- Decided to start a YouTube channel for the Dept of Malayalam in July 2021. Teacher in charge of the Department Channel is Mr. Jeswin Cyriac
- Sign an MOU with School of Letters
- Maintain records of collaboration in the field of research
- Keep the evidence of external activities by the faculty members
- Strengthen the Department Association activities to improve the skills of students. The teacher in charge is Dr. Sr. Sindhu Sebastian
- Decided to activate the mentoring process of the students in the Pandemic situation.

Criterion III: Research, Innovations and Extension



- Faculty members may undertake more minor and major projects
- Faculty members with PhD Degree will try to become Research Guides.
- Faculty members accelerate their contribution to the field of publish Books, Chapters in Books and Articles in UGC approved journals
- To inspire the students to publish articles
- Introduce Audio library with the participation of students

Criterion IV: Infrastructure and Learning Resources

- Department is planning to collect more subject related and rare books in the Department Library.
- Try to increase the number of e-books
- Provide an introductory session by the Librarian for the first year students to know the use of library and e-resources
- Provide more Seminars, Assignments and Quizzes to the student to increase their library usage and improve their knowledge level.
- Maintain hard copies and soft copies of PhD thesis, project reports etc
- E-library of visual arts, cinemas and documentaries
- Prepare Audio books for the visually impaired.

Criterion V: Student support and Progression

- Maintain the register with details of all Govt. scholarships
- Enhance the number of scholarships (4 scholarships are awarded to the students by the department-Dr. Marykutty Thomas Thuruthikkara Endowment, Sri. Thomas Sebastian Kodukapallil Endowment, Sri Sebastian K George Karot Memorial, Sri V J Joseph Valiyaparambil Memorial)
- Maintain the data regarding students placement
- Maintain a register of students progression to higher studies
- Collect the copies of certificates from the students, who pass exams like NET/ TET/ SLET/ PSC/ UPSC
- Collect the copies of placement letters in private firms too
- Conduct alumni lectures
- A list of alumnie prepared for this purpose. They are S. Joseph, Dr. Jose K Manual. Shajan C Mathew, Dr. Santhosh P S , Dr. Asha Pullattu, Geetha John Thottam, Dr. T M Mathew, Santhosh George
- Alumni Seminar Dates

1. Dr. Asha Pullattu-September 5(Teachers Day)



- 2.Santhosh George-October 2 (Gandhijayanthi)
- 3.Santhosh PS -October 10 (National Postal Day)
- 4.Shajan C Mathew-November 11 (National Education Day)
- 5.Dr.T M Mathew-December 10 (International Human Rights Day)
- 6.Dr.Jose K Manual-December 23(National Farmers Day)
- 7.Geetha Thottam-March 8 (International Womens Day)

- Conduct bridge course with an effective syllabus
- Conduct Ted talks for coming batch.

Criterion VI: Governance, Leadership and Management

- Ensuring participation of at least 1 Workshop, 1 paper presentation / publications and 1 FDP/ Short term course/ Refresher.
- Enhance publications in reputed journals.
- Ensure students are undertaking collaborative projects while doing their dissertations.
- Projects with social importance need to be promoted. The output of such studies should be reached to the public.
- Promote blended learning in the department. Provide the materials in advance via an online platform and make discussions on the material in the offline classes.
- Try to institute more scholarships and freeships to students with the help of Alumni, Retired teachers, Philanthropists, Clubs like Lions, Rotary etc.
- Ensure the active participation of PTA in departmental activities and proper records should be maintained.

Criterion VII: Best practices of the Department

- Conduct a seminar on Gender Equality to the parents-March 8 2022
- Decided to grow vegetables with the starting of offline classes
- Conduct Day observations(Alumni Lectures)
- Conduct home visits of our students houses
- Invite resource persons from our nearby universities such as MGU, SSUS, Malayalam University to address our students.



DEVA MATHA COLLEGE
KURAVILANGAD



DEPARTMENT OF
ENGLISH

ACTION PLAN

Plan of action for the year 2017-18

In the first department meeting of the year, a detailed action plan is chalked out. The portions are divided among the teachers and the time span needed for the completion of the portions is roughly calculated. Besides covering regular portions, the department has scheduled various programmes to enhance students' curricular and co-curricular performance. An eminent person will be invited to give a talk on the occasion of association inauguration. Following the talk, the students will enact a short play. Dissertation Competition, Invited Talks, Lit-Quiz and Staging of Drama are a few other programmes we are planning to conduct this year. The department also conducts an add-on course in translation studies and communicative English.

Activities reflecting the goals and objectives of the department

Intercollegiate literary quiz

Dissertation Competition

Invited lectures

Drama enactment.

Lit-fest

National Seminar

Meet the Poet: Tenzin Tzundae (Tibetan Refugee Poet)

Baul Song Performance by a team of Bauls from Bengal



Postgraduate and Research Department of English, Devamatha College Kuravilangad

Department Action Plan for the Academic Year-2020-2021

Criterion 1: Curricular Aspects

Department meetings every month with minutes-Allocation of duties to each faculty member-Teaching plan with portions to be taught in each semester-Invited lecture -26 November 2020- by Dr.Susan Visvanathan Professor of Sociology, JNU Delhi-In the wake of Covid-19 the department is planning to implement more online and ICT enabled teaching methodology. Has decided to give necessary trainings to the students to fall in line with the new modes of teaching and learning- Planning to take initiatives to conduct academic debates and seminars on topics related to National Education Policy and Intellectual Property Rights- The currently offered Add-on course on Creative Photography will be modified and continued.

Criterion II: Teaching Learning Evaluation

Students will be given necessary understandings regarding the possibility of making learning more effective with the aid of various online platforms. Faculty members of the department are designated as Staff-guides of different batches to cater to the diverse needs of the students and to systematically monitor and evaluate their learning progress. Has decided to identify the advanced and slow learners to help them accordingly-Students at the PG level will be encouraged to publish research articles and papers with the help and guidance of faculty members-Students both at the UG and PG level will be encouraged to take up creative writings based on their learning of the same in their respective courses.

Criterion III: Research, Innovation and Extension

The department has asked the faculty members to pursue research programmes and become research guides. Both the faculty and students are encouraged to publish research articles in UGC care listed journals. Intends to take up a certificate programme in foreign language and impart IELTS training to the students of the college. Both the students and faculty are encouraged to attend seminars and conferences in the discipline.

Criterion IV: Infrastructure and Learning Resources.

Has decided to further enhance the facilities in the department library. Develop more online content in MOOC and other such platforms. To organize programmes and events that reflects the course content.

Criterion V: Student Support and Progression

Faculty members in the department are directed to encourage students to apply for various scholarships available and envisage programmes to help students to secure jobs in campus recruitment

and competitive exams like NET, SET. Award the two scholarship instituted by retired faculty members of the department

Criterion VI: Best Practices of the Department.

To conduct the All Kerala Inter Collegiate Dissertation competition (Katwastar) and the Inter Collegiate Lit-Quiz competition in 2020 July and November respectively-Planning to collaborate with agencies like Sahithya academy and Sangeetha Nataka Academy. Has decided to stage a Drama on the occasion of the English Day.



Postgraduate and Research Department of English, Devamatha College Kuravilangad

Department Action Plan for the Academic Year-2021-2022

Criterion 1: Curricular Aspects

Department meetings every month with allocation of duties to each faculty member-Teaching plan with portions to be taught in each semester-Invited lectures on varied and relevant topics pertaining to the discipline. -25 August 2021-by Sri.Josy Joseph Professor of English, S.B College Changnacherry on the topic Emerging trends in cultural Studies- 20 September 2021- by Dr.Saji Mathew, Assistant Professor of English, School of Letters, M.G University Kottayam, on the topic Social Media and Post Truth – 15 October 2021-by Aswathy Balachndran, Assistant Professor of English M. A College Kothamangalam, on the topic Eco-criticism in literature. In the wake of Covid-19 the department is planning to implement more online and ICT enabled teaching methodology. The department has planned to develop a course in the Swayam platform. Has decided to give necessary training to the students to fall in line with the new modes of teaching and learning- Planning to take initiatives to conduct academic debates and seminars on topics related to Blended Learning, Multiculturalism, Literature and Environmental Imagination and Intellectual Property Rights- The currently offered Add-on course on Creative Photography will be modified and continued.

Criterion II: Teaching Learning Evaluation

Students will be given necessary understanding regarding the possibility of making learning more effective with the aid of various online platforms. Faculty members of the department are designated as Staff-guides of different batches to cater to the diverse needs of the students and to systematically monitor and evaluate their learning progress. Has decided to identify the advanced and slow learners to help them accordingly-Students at the PG level will be encouraged to publish research articles and papers with the help and guidance of faculty members-Students both at the UG and PG level will be encouraged to take up creative writings based on their learning of the same in their respective courses. Has decided to take serious effort in developing courses that address the present demands of the job market with the aid of the alumni

Criterion III: Research, Innovation and Extension

The department has asked the faculty members to pursue research programmes and become research guides. Both the faculty and students are encouraged to publish research articles in the UGC care listed journals. Intends to continue the certificate programme in foreign language and impart IELTS training to the students of the college. Both the students and faculty members will be encouraged to attend seminars and conferences in

the discipline. Under the aegis of LEAP with guidance of the faculty the students of the department will offer remedial coaching to the students of nearby schools.

Criterion IV: Infrastructure and Learning Resources.

Has decided to further enhance the facilities in the department library. Develop more online content in MOOC and other such platforms. To organize programmes and events that would reflect the course content.

Criterion V: Student Support and Progression

Faculty members in the department are directed to encourage students to apply for various scholarships available and envisage programmes to help students to secure jobs in campus recruitment and competitive exams like NET and SET. To award the two scholarships instituted by retired faculty members of the department. Has decided to solicit the cooperation of the alumni in giving Career guidance and training to the students of the department.

Criterion VI: Best Practices of the Department.

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