

## **DEPARTMENT OF BOTANY**

### *Action Plan 2019-20*

#### **Criterion I: Curricular Aspects**

1. Department Meetings – Ist day of every semester and once in every two months. Maintaining the Minutes of department meetings.
2. Teaching Plan:- Course-wise teaching plan is prepared before the start of every semester.
3. Department Report:- A report on all the activities conducted in the department for the academic year is maintained.
4. Invited Lecture Series (ILS): Conducting invited lectures by alumni who are teachers in other HE institutions, eminent botanists and scientists. 26/06/19 – Ms.Vinitha S Babu (Research Scholar, Kerala University. 10/01/20 – Dr. N. Sasidharan, Scientist, KFRI, Peechi
5. Add-on course:- Plant tissue culture (January, 2020) – Ms. Varsha Maria Babu
6. Value added courses:‘Dry flower arrangement’ for open course students (5 hours) – (Feb, 2020). Vermicomposting: in association with Rice Research Station Kumarakom – students from all disciplines (Jan, 2019).
7. Biogas plant: in association with Grama Panchayat, Kuravilangad– students from all discipline (Feb, 2019)

#### **Criterion II: Teaching, Learning & Evaluation**

8. Students from outside Kerala/India: A record is maintained in the department for enrolling the details of students from outside Kerala state and India.(Copy of certificate is documented).
9. Assessment of Learning Level: Slow learners and advanced learners are identified on the basis of qualifying examination, class tests, in-sem and University examinations. Document is maintained- Ms. Varsha Maria Babu is in-charge.
10. Programmes for advanced learners: Walk With a Scholar programme (Dept. of HE, Kerala). ii. Participation in Quiz programmes: Training is given for participating in Kerala Botanical Society and other Intercollegiate quiz

competitions. iii. Guidelines for Higher studies: Provide guidelines for higher education in reputed universities in India and abroad. iv. Encouraging students to participate in national and international symposia, seminars and workshops. V Encouraging students to read international books. vi. Provides softcopy of recent international and national books, free-of cost.

11. Bright and diligent students are motivated and inspired to achieve top positions in University. 'Merit day' - Semester toppers are encouraged with prizes on 'merit' Day.
12. Programmes for slow learners -Participate in Scholar Support Programme (SSP) conducted by the Dept. of HE, Kerala Remedial coaching: Additional classes are conducted after regular time.
13. Provide course notes of every course. vi. Provide previous university question papers and key to questions.
14. Regular contact with the parents and discuss the progress of the students.
15. Peer teaching : allotting special topics to III year advanced learners and allow them to take classes in the Ist and IInd year slow learners.
16. Teachers using ICT: Majority of the teachers are using ICT tools. CDs are maintained in the department, PPTs are provided to the students, PPTs are uploaded in the students' 'google blog', Log book is maintained.

### **Criterion III: Research, Innovations & Extension**

17. Dr. Anice Kurian M: An international book published.
18. Dr. Varghese M C: One international paper published and another one under process.
19. Major & Minor project proposal drafted and will be submitted to appropriate funding agencies. 3.4.5 Paper publication: Target: A total of 3 research papers from the department by April 2020.

### **Criterion IV: Infrastructures and Learning Resources**

20. New Biochemistry and Tissue culture Lab, will open by November 2020.
21. Fund has been created to purchase 100 books on different subjects under botany.

## Criterion VII: Best Practices of the Department

22. Inter-collegiate Quiz Competition – February, 2020, b. Vegetable and Fruit Day Celebration – March, 2020, c. Skimmer Classes, d. ‘Kitchen Garden’ for III DC students, ‘Fruit Garden’ for I & II DC students,
23. Botany blog – lecture notes, ppts, books, question papers.