



**PG DEPARTMENT OF ENGLISH**  
**NAJATH COLLEGE OF SCIENCE AND TECHNOLOGY**  
**ACTION PLAN & ACTION TAKEN**  
**REPORT 2024-2025**

SL No.	Plan of Action	Key Objectives	Proposed Date	Outcome
1	Department Meeting	<ul style="list-style-type: none"> <li>➤ To coordinate activities within the department and divide the department duties to the staff</li> <li>➤ To prepare an year plan for the academic year 2023 – 2024</li> <li>➤ To collaborate and plan programmes and outline strategies of the coming academic year</li> </ul>	In the first week of every month	Specific duties and responsibilities can be defined clearly and distributed equally among the department faculties. All members of the department can equally contribute to the year department decisions and upcoming programmes of the department
2	Read and Reflect – Book Review Contest	<ul style="list-style-type: none"> <li>➤ Encourage critical thinking and reading skills among participants</li> <li>➤ Provide a platform for readers to share their thoughts</li> <li>➤ To encourage readers to share their unique perspectives and insight</li> </ul>	19/06/2024	Deepen students appreciation for literature, enhance their knowledge, critical thinking skills and foster a sense of reading among students
3.	Bridge course - UG	<ul style="list-style-type: none"> <li>➤ To provide a foundational knowledge and introduction to English Language and Literature</li> <li>➤ To enhance students confidence and motivation to pursue the course</li> <li>➤ To familiarize students with the basic concepts of the course</li> </ul>	01/08/2024 -06/08/2024	Improved understanding of fundamental concepts and principles in the relevant course

4.	Certificate course	<ul style="list-style-type: none"> <li>➤ To achieve academic knowledge in a specific subject</li> <li>➤ To enhance academic skills including critical thinking, analysis and communication</li> </ul>	10/07/2024	Acquisition of specific knowledge that are beneficial for the student
5.	Workshop on Project Management for UG students	<ul style="list-style-type: none"> <li>➤ To introduce basic concepts, principles and practices of research methodology</li> </ul>	12/07/2024 & 17/02/2025	Students will be able to gain a better understanding of research methodology, which will help them to design and conduct high-quality research projects
6.	Department Level Induction Programme for the Students of BA English Honours	<ul style="list-style-type: none"> <li>➤ Introduce the BA English Honours curriculum, course structure and assessment methods</li> <li>➤ To introduce the department faculties, facilities, add on course, certificate courses and dept. association</li> </ul>	07/08/2024	Promoting creativity, providing a platform for photographers to showcase their work, fostering community engagement, and possibly offering prizes or recognition to outstanding participants
7	Association Inauguration	<ul style="list-style-type: none"> <li>➤ Fostering a culture of literary appreciation and academic achievement among students.</li> <li>➤ Hosting literary events, book clubs, reading and discussion to celebrate literature.</li> <li>➤ Encouraging creative writing, poetry, and other form of self-expression.</li> </ul>	20/11/2024	English association in a college could involve promoting a deeper appreciation of the English language and literature, providing opportunities for students to enhance their language skills through workshops, ,and events.

8	Seminar on Language Competencies in AI Era	<ul style="list-style-type: none"> <li>➤ To understand impact of AI in language use, translation and communication</li> <li>➤ Discuss AI-driven tools like chatbots, machine translation etc</li> </ul>	20/11/2024	Students can gain a deeper understanding on the AI skills and learn to incorporate in language activities
9	Book Review Presentation for PG students	<ul style="list-style-type: none"> <li>➤ Provide a platform for readers to share their thoughts</li> <li>➤ Enhance reading and analytical skills</li> <li>➤ To encourage readers to share their unique perspectives and insight</li> </ul>	27/08/2024	Deepen students appreciation for literature, enhance their knowledge, critical thinking skills and foster a sense of reading among students
10	Remedial classes	<ul style="list-style-type: none"> <li>➤ Identify and address specific learning gaps and deficiencies of students</li> <li>➤ To offer individual attention and support to improve their understanding and performance in subject</li> </ul>	Prior to university examinations Of the AY 2024-25	Students could improve their confidence and performance in the examinations. Also the learning gaps and obstacles between the students and teachers could be minimized
11	Awareness class on UGC NET/JRF for PG students	<ul style="list-style-type: none"> <li>➤ To provide an overview of the UGC NET/JRF examination, including eligibility, criteria, exam pattern and syllabus</li> <li>➤ To familiarize the students with the importance and benefits of qualifying UGC NET/JRF</li> </ul>	18/09/24	Students could have a clear understanding on the UGC NET examination process and requirements. Also they will be able to develop a study plan for the preparation of the exam

12	Workshop on Research methodology for PG students	<ul style="list-style-type: none"> <li>➤ To introduce basic concepts, principles and practices of research methodology</li> <li>➤ To guide the students to select the topic for dissertation and choose the literary works</li> </ul>	11/11/2024	Students will be able to gain a better understanding of research methodology, which will help them to design and conduct high-quality dissertation
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13	PTA meeting	<ul style="list-style-type: none"> <li>➤ To foster collaboration between parents and teachers in supporting student's education and wellbeing</li> <li>➤ To encourage parent involvement in college –activities and decision making process</li> </ul>	Within 2 weeks after internal examinations	Healthy relationship between parents and the institution can be maintained along with their active involvement in the student's academic levels
14	Synopsis presentation for UG and PG students	<ul style="list-style-type: none"> <li>➤ To have an awareness on the significance and relevance of their area of study</li> <li>➤ To foster confidence and stimulating curiosity and interest in the topic</li> </ul>	23/10/24 & 24/10/24 – UG  13/01/2025 - PG	A clear understanding of the area of study can be gained. Also the students can have a critical feedback on their presentation offering the chance to make relevant changes
15	Convocation Ceremony of MA English 2022-2024	<ul style="list-style-type: none"> <li>➤ To honor the post graduates on their success</li> <li>➤ To inspire and encourage the students for a lifelong learning, research and career growth</li> </ul>	04/11/2024	The post graduate students receive formal acknowledgment on their academic achievements. It serves a motivational platform to inspire them to pursue further studies, research etc..
16	Study tour and Media visits	<ul style="list-style-type: none"> <li>➤ To provide the students an exposure to the places of educational and historical importance.</li> <li>➤ To provide the students a first-hand experience on the process of printing and publishing</li> </ul>	Study tour-02/01/2025  Media visit-23/11/2024	Students could gain a Firsthand experience on diverse geographical features and different cultures and the process of printing and publishing
17	Inter Collegiate Performative Poetry Competition	<ul style="list-style-type: none"> <li>➤ To foster creative expression and performance skills</li> <li>➤ To provide a platform for the participants to showcase their originality and artistic voice</li> </ul>	28/02/2025	The competition serves a platform to encourage creativity, enhance performance skills. Participants develop stage presence, vocal delivery and emotional engagement making poetry a dynamic experience

		➤ Promoting Theatrical Skills		
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