

UNIVERSITY OF KERALA School of Distance Education

Bachelor of Arts (English)

PROGRAMME PROJECT REPORT (PPR)

University of Kerala

The University of Kerala is a State university located in Thiruvananthapuram, the capital city Kerala. University of Kerala is the first University in the State, originally established as the University of Travancore in 1937 and is the 16th oldest University of the country. The present territorial jurisdiction of the University extends to the revenue districts of Thiruvananthapuram, Kollam, Alapuzha and Pathanamthitta. The University of Kerala is offering courses in regular as well as distance mode. In regular mode the University offers wide range of programmes at the undergraduate, post graduate, MPhil, doctoral levels, post graduate diploma, diploma and certificate levels. In distance mode the University offers 13 UG and 13 PG programmes. The University of Kerala has undergone immense transformation on various fronts during the last 80 years. The University has been recognized by the UGC as per UGC Act, 1956 under Section 2 (f) and 12 (b) and has been reaccredited by NAAC with A grade in 2015. University also bagged the First Chancellor's Award for the Best University in Kerala in 2015. There are at present 223 affiliated colleges and 82 research centres under the University and have 42 teaching and research departments (under 11 schools), 10 teacher education centres, 7 UIMs and 17 UITs. There are at present 149 faculty members of which 30 are Professors, 35 Associate Professors and 84 Assistant Professors under its 42 teaching and research departments. In addition, there are 54 guest faculty members and 10 visiting faculty members working in the departments. Among the teaching faculty members 160 are PhD degree holders. 1492 administrative staff and 30 technical staff are also working in the University.

The School of Distance Education

The School of Distance Education (SDE), started in 1976 as a teaching and research department of the University of Kerala, is one of the pioneering centres of distance learning in the State. The aims and objectives of the school include:

- Democratizing higher education to large segments of the population, in particular the disadvantaged groups like those living in remote and rural areas, working people, and women.
- Providing an innovative system of university- level education which is both flexible and open in terms of methods, pace of learning, eligibility for enrollment and age of entry.
- Providing an opportunity for up-gradation of skills and qualifications.
- Developing education as a lifelong activity to enable persons to update their knowledge or acquire knowledge in new areas.

University of Kerala is one of the Universities in India having appointed permanent full time teaching faculty members for running the distance education programmes. The SDE has 19 permanent faculty members and 8 full time contract faculty members with diverse academic backgrounds and rich experience in the rank of Professors, Associate Professors and Assistant Professors. The school had recognition of the erstwhile Distance Education Council (DEC) for 45 programmes till 2014-15. In line with the efforts of the UGC to streamline the distance learning mode, the SDE also redefined its programmes and got the UGC recognition to offer 13 UG and 13 PG programmes from the academic year 2017-18 onwards. The SDE has no private off campus/learner support centres.

Details of the Proposed BA English Programme

Programme's mission & objectives

Mission & Objectives

In keeping with the overall mission of the School of Distance Education, University of Kerala, to ensure accessibility of quality higher education too all, particularly to those who could not join regular colleges or universities owing to social, economic and other constraints, the programme BA English Language and Literature aims at imparting knowledge in English literature, and skills in using English language in the undergraduate level.

- i. To help learners form a substantial foundation on literary forms, the literary history of England and literary works including samples of world literature.
- ii. To impart skills to critically evaluate and appreciate literary works, to extend this ability to other cultural and artistic forms.
- iii. To impart and fine tune English language skills essential for employability and for vertical professional mobility.

Relevance of the program with HEI's Mission and Goals

Offered in the distance mode, BA English will be closely aligned with the vision and mission of the University of Kerala, in vowing to ensure knowledge based, student focussed, quality and cost conscious but socially responsible education.

BA English in the distance mode will be a feeder programme for the MA English programmes offered by the university, and it follows the same syllabus and curriculum of the programme offered in the regular mode through the affiliated colleges of the University of Kerala.

Nature of prospective target group of learners

A BA programme in English Language and literature has wide demand, and only a small percentage of the students are being accommodated in the regular mode through colleges. This will join the attempt to democratising higher education to large segments of the population, providing an innovative system of university level education that is flexible and open in terms of methods, pace of learning, eligibility for enrolment and age of entry.

Understanding the needs of the learners, we have structured our learning material and induction programmes to lead the fresh learners through the threshold of higher education, and lead them through the course of the programme and the final evaluation.

Appropriateness of programme to be conducted in Open and Distance Learning mode to acquire specific skills and competence

The BA English programme will see to ensure the following skills and competences in the learners.

1. Reading skills: read texts with careful attention and appreciate them, recognize key ideas in texts and rhetorical strategies used to develop them to respond to aesthetic, rhetorical, and cultural qualities in texts.
2. Writing skills: write clearly and fluently in multiple genres, organize coherently and logically, edit writing so that it conforms to standard usage, develop convincing, well-supported essays.
3. Understanding Literature: understand the relationship of literature to history and culture, understand the history of literature in English in terms of major periods and authors, recognize and define major genres of literature, and recognize and define formal features in literature.
4. Understanding English Language: learn the history and evolution of English language, understand English phonology, and understand further the structure of English.
5. Understanding Theory and Criticism: understand and implement several literary and rhetorical theories, relate the study of discourse in English to other disciplines, understand the general nature, purpose, and methods of English studies
6. Doing Research: understand and use basic research tools, develop questions and topics worth researching, incorporate research into writing

Instructional Design

The BA English programme proposed here is also offered by the University through regular mode. Also, the programme has been approved by the statutory bodies of the University. Further, the University revises the curriculum and syllabi of its BA English programme once in every three years to ensure that the content is updated to reflect current academic knowledge and practice, and also to ensure that the University provides the best learning experiences possible for students. Academic staff and experts in the area of English propose changes in the curriculum and syllabi at the curriculum and syllabus revision workshop generally convened at least six months before the due date of curriculum and syllabus revision. Major changes are then submitted to the Board of Studies of English (Pass) of the University for Final Approval. As part of curriculum design, the curriculum and syllabus revision workshop considers curriculum analysis of social needs, translating the needs into course, splitting the objectives into specific objectives, grouping the specific objectives into subjects, deriving the subjects from the classification, specifying enabling objectives, unitising each subject matter, specification of required time and syllabus formulation.

Programme Details

	Course Code	Course Title	Number of Credits	CE (Marks)	ESE (Marks)	Total
	END 1111.1	Language Course I Listening Speaking and Reading	4	20	80	100
		Language Course II (Addl. Language)	3	20	80	100
	EN 1121	Foundation Course I Writings on Contemporary Issues	2	20	80	100
I	EN 1141	Core- I- Reading Poetry	4	20	80	100
	EN 1131	Complementary I – History of English Literature 1	3	20	80	100
	HY1131.2	Complementary II - History of Modern World (1789 to 1900)	2	20	80	100
		TOTAL	18	120	480	600
II	EN 1211.1	Language Course III Environmental Studies	4	20	80	100
	EN 1212.1	Language Course IV Modern English Grammar & Usage	3	20	80	100
		Language Course V (Addl. Language II)	3	20	80	100
	EN 1241	Core II- Reading Drama	4	20	80	100
	EN 1231	Complementary III - History of English Literature 2	3	20	80	100
	HY1231.2	Complementary IV- History of Modern World (1901-1920)	3	20	80	100
		TOTAL	20	120	480	600
	EN 1311.1	Language Course VI Writing and Presentation Skills	4	20	80	100
		Language Course VII Addl. Language III	4	20	80	100
III	EN 1341	Core III – Reading Fiction	3	20	80	100
	EN 1341	Core IV - 20 th Century Malayalam Literature in English Translation	4	20	80	100
	EN 1342	Complementary V History of English Literature 3	3	20	80	100
	HY 1331.2	Complementary VI History of Modern World 1921-1945	3	20	80	100
		TOTAL	21	120	480	600

	EN 1411.1	Language Course VIII Readings in Literature	4	20	80	100
IV		Language Course IX Addl. Language IV	4	20	80	100
	EN 1441	Core V- Reading Prose	4	20	80	100
	END 1421	Foundation Course: Informatics	3	20	80	100
	EN 1431	Complementary VII- History of English Language	2	20	80	100
	HY1431.2	Complementary VIII- History History of Modern World After 1945	3	20	80	100
		TOTAL	20	120	480	600
	EN 1541	Core VI- Literary Criticism	4	20	80	100
	EN 1542	Core VII - Indian Literature in English	4	20	80	100
	EN 1543	Core VIII – Film Studies	2	20	80	100
V	EN 1544	Core IX– Linguistics and Phonetics	4	20	80	100
	EN 1545	Core X- Post Colonial Literatures in English	4	20	80	100
	EN 1551	Open Course I-	2	20	80	100
		TOTAL	20	120	480	600
	EN 1641	Core XI – World Classics	4	20	80	100
VI	EN 1642	Core XII– Methodology & Perspectives of Humanities	4	20	80	100
		Core XIII- English for the Media				
	EN 1643		4	20	80	100
	EN 1644	Core XIV- Women’s Writing	3	20	80	100
	EN 1661.1	Elective 1- Translation Studies	2	20	80	100
					80+	100
				-	20(Viva-Voce) /	
	EN 1671	Dissertation/ Essay	4		100	
		TOTAL	21	100	500	600
		GRAND TOTAL	120	700	2900	3600

Duration of the programme

Six Semesters, three years.

Faculty and support staff requirement

There are two full time faculty members available and one of them coordinates the BA Programme in English. There are sufficient number of administrative staff in the SDE in the rank of Deputy Registrar (One), Assistant Registrars (Three), Section Officers (Six), Assistants (18), Computer operators (Four) and Class Four staff (12) for the administrative support. The service of qualified guest teachers and experts from panels approved by the University are used in the preparation of SLM, for taking contact classes and conducting internal evaluation.

Instructional delivery mechanisms

In addition to providing Self Learning Material, students are offered 60 contact hours each semester, conducted over 10 days during the weekend. Classes are taken using audio visual aids, and students are encouraged to use web resources. A repertoire of audio/video lectures are being prepared, which will be made available to the learners on an experimental basis from this academic year onwards.

Student Support Service Systems at SDE

(a) Information Centre, (b) Library with good collection of books and journals, (c) Wi-Fi connectivity, (d) Counselling, (e) Students feedback, (f) Placement cell, (g) Students Grievance Redressal Cell, (h) Alumni Association, (i) Women's Cell, (j) Research Cell, (k) Post Office, (l) Snack bar and Refreshment Centre, (m) Restrooms, (n) Reprographic centre, (o) Drinking water etc.

Procedure for admissions, curriculum transaction and evaluation:

The admission notifications for BA English programme, among others are being issued in leading national and regional dailies during June-July. The detailed information regarding admission is being given on the SDE website (www.ideku.net) and on the admission website

(www.sde.keralauniversity.ac.in). Students seeking admission shall apply online.

Minimum Eligibility for Admission

Eligibility for admission to BA English is a pass in Higher Secondary Examination of the State or an Examination accepted by the University as equivalent thereto.

Fee Structure: The fee for the course is Rs.13605/- .Tuition fee is waived for students belonging to eligible categories.

Financial Assistance

Concession for tuition fee will be given to SC/ST and OEC students. The students belonging to SC/ST and OEC category will be admitted to the programme without remitting the tuition fee. The fee for the students thus admitted will be later claimed from SC/ST department as per the rules laid down by the government of Kerala and will be remitted to Kerala University Fund (KUF).

Programme Delivery

The programme is being delivered with the help of SLM and Personal Contact programmes. The SLM is dispatched to the students during each semester by hand or by post. And, at the end of each semester, assignments are given and the marks are included in the ESA. The use of web-based tools is not in place yet, but steps are being initiated.

Academic Calendar

ADMISSION		
Admission Notification	First week of June	
Closing date of Admission	Last week of September	
Schedule of distribution of study materials		
Course	Date	By Post
III, IV, V and VI Semester	Last week of June	Last week of July
I & II Semester	Last week of October	Last week of November
Schedule of contact classes		
Course	Schedule	
III, IV, V and VI Semester	First week of July	
I & II Semester	First week of November	
Schedule of examinations		
Course	Schedule	
V and VI Semester	First week of April	
III and IV Semester	Second and Third week of April	
I and II Semester	Fourth week of April	

Evaluation

The evaluation of the programme will consist of two parts: a) Continuous Evaluation (CE) b) End Semester Evaluation (ESE). The CE and ESE ratio shall be 1:4 i.e. a maximum of 20 marks for CE and a maximum of 80 marks for ESE. There will be no separate minimum for CE and ESE. However, the minimum pass requirement of a course will be 40%. Minimum marks required for passing a programme will also be 40%.

The classification of results of the programme shall be done at the end of the 6th semester based on the total marks secured for all semesters and shall be as follows.

Candidates securing not less than 40% but below 50% - Third Class
Candidates securing not less than 50% but below 60% - Second Class
Candidates securing 60% and above - First Class

(a) Continuous Evaluation (CE): In a semester each student shall be required to submit one assignment and do one Test Paper/Practicum/Case Analysis for each course without which his/her results will be withheld. Those who submit their assignments after the due date will have to pay a late fee as fixed by the university from time to time. The components of CE are, Assignment (10 marks) and Test Paper/Practicum /Case Analysis (10 marks). The results of the CE shall be displayed in SDE

website. Complaints regarding the award of marks for CE if any have to be submitted to the Programme Coordinator within 15 working days from the display of results of CE.

(b) End Semester Evaluation (ESE): End Semester Evaluation of all the Courses in all the semesters including the examination for Essay shall be conducted by the University.

Minimum attendance required for ESE will be 50%. However those who cannot secure the required percentage of attendance can appear for ESE by paying a condonation fee fixed by the University.

Examinations for odd and even semesters will be conducted together towards the end of every academic year.

Improvement of ESE - Candidates who have successfully completed the Semester, but wish to improve their marks for the End Semester Evaluation (ESE) shall have only one chance for the same along with the next immediate regular batch of students.

Requirement of the laboratory support and Library Resources:

Laboratory hours are not mandatory for BA English, but students can avail of the computers in the Central Computer Lab of the School of Distance Education which has continuous internet connectivity.

The SDE has a separate Library with more than 28,000 books. Library automation is done using LibSoft software which facilitates all in- house operations of the library. The library currently subscribes to more than 15 journals of various subject fields. An amount of Rs. 525/- has to be remitted by the students to obtain membership in the Library, of which Rs. 420/- will be refunded on completion of the course. The non- members can make use of the library resources and the reference services by producing their student's ID proof. They can use the library for reference purpose and they can avail photocopy facilities.

Cost Estimate of the Programme and the Provisions (Base 2019-20)

Sl.No	Expenditure	Total for the SDE during 19-20 (25987 students) (Rs. in lakh)	Cost estimate for B.AEnglish programme (550 students)
01	Pay and Allowance	435.00	1504400
02	Contact classes and evaluation	80.00	184707
03	Course materials	100.00	23088
04	Advertisement charges	25.00	57721
05	Postage and telephone	7.4	17085
06	Books and Periodicals	3.5	8080
07	Miscellaneous	9.95	22973
	Total	660.85	1818054
	Provisions (6%)		109083
	Total		1927137
			Cost per student/ year=Rs.3854

Quality Assurance Mechanism and Expected Programme Outcomes

Quality Assurance Mechanism

The University Board of Studies for FDP English programmes approves and reviews the syllabus, course content, and the Self Learning Material of BA English offered in the distance mode also.

The overall ensuring of quality will be closely monitored by the Centre for Internal Quality Assurance, School of Distance Education.

The SDE, University of Kerala has devised the following mechanism for monitoring the effectiveness of the BA English programme to enhance its standards of curriculum, instructional design etc.

(a) Established a Centre for Internal Quality Assurance (CIQA) at the University level to develop and put in place a comprehensive and dynamic internal quality assurance system to enhance the quality of the programmes offered through distance mode as per the norms and guidelines of the University Grants Commission (Open and Distance Learning) Regulations, 2017.

(b) The CIQA is periodically conducting institutional quality audits, to promote quality assurance and enhance as well as spread best- in-class practices of quality assurance. The CIQA conducts the quality audit by addressing the following seven broad areas, namely:

- i. Governance, leadership and management
- ii. Articulation of higher educational institutions objectives
- iii. Programme development and approval processes
- iv. Infrastructure resources
- v. Learning environment and learner support
- vi. Assessment & evaluation of learning outcomes
- vii. Teaching quality and staff development

(c) The SDE has an approved panel of experts for preparing SLM. The SLM prepared is edited by the course coordinator. The CIQA also oversees the development and preparation of SLMs. Then the SLMs are submitted to the Board of Studies concerned for approval. The SLMs developed are self-explanatory, self-contained, self-directed, self- motivating and self-evaluating.

(d) The SDE of the University has two full time faculty members exclusively for coordinating the programme and also has a panel of qualified guest teachers for counselling students and engaging in personal contact programmes in the Head Quarters at Thiruvananthapuram and study centres at Kollam, Adoor and Alappuzha.

Expected Programme Outcomes

Towards the end of the programme, students will be able to:

- Develop an ability to effectively communicate both orally and verbally in English

- Develop self-confidence and skills for working independently and in a team.
- Have a foundation on literary theories, movements and history of English literature.
- Develop the ability to critically look at concepts, beliefs and ideas in society, while also learning to critically analyse texts and cultural artefacts.
- Have an increase in awareness of the general issues prevailing in society.

Note: The programme structure is based on the present syllabus existing in the regular mode in the University of Kerala. The UG and PG syllabi in the regular mode in the University is currently being revised and is about to be finalized. SDE will adopt the revised syllabus as such when they are finalized for the 2020-21 admission. The SLMs will also be updated accordingly.


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IN-CHARGE**

