

Internal Quality Assurance Cell (IQAC) SGT University

Annual Report (Aug 2016- July 2017)
Department of Centre for Languages and Communication

Edited by Dr. Sarju Devi
Department of Centre for Languages and Communication

Centre for Languages and Communication (CLC)

SGT University has set-up an exclusive Centre for Languages and Communication (CLC) to upscale the Communication and Soft Skills, across all programmes, for all the students, keeping in mind the trending applicability requirements in the corporate set-ups.

Knowledge, communication skills and positive attitude are the three vectors of employability. For all the organisations, regardless of their size, clear and concise communication is the way to success. So our curriculum helps the students to get ready for a successful Campus-to-Corporate movement.

Keeping the needs of our students CLC focuses in the following areas:

1. **Communication Skills:** Strengthening their use of language with emphasis on improving / enhancing their fluency, structured thought flow and ability to build up meaningful conversation. This learning in congenial environment boosts their level of confidence as well.

We do this through presentations, role plays, mock sessions relevant to the industry, open house debates and exercises like JAM, rapid fire questions etc.

2. **Soft Skills and Personality Development:** Apart from the communication skills, employability skills like time management, team work, conflict management, negotiation skills, email etiquette, presentation skills, personal grooming, stress on paralanguage adherence etc. are also very crucial in holistic development of the student and required for smooth transition into work life. Training is facilitated through simulation of real world work situations.

3. **Foreign Language:** The knowledge of language other than English reveals new corridor for technical students in their career. German language is offered to students. The language is taught to the students with innovative methods like workshops, audio-visual classes, listening exercises and presentations of students on various topics through extempore and group discussion.

Department at a Glance (2016-17)

Name of the Department: Centre for Languages and Communication

Year of establishment: 2015

1. List of Faculty with designations

Sl.no	Name	Designation
1	Dr. Sarju Devi	Associate Professor
2	Dr. Umesh Chandra	Assistant Professor
3	Dr. Usha Udaar	Assistant Professor
4	Dr. Abhilasha Singh	Assistant Professor
5	Ms. Sonia Srivastava	Assistant Professor
6	Mr. Arvind Kumar	Assistant Professor
7	Ms. Arvinder Kaur Pabla	Trainer
8	Ms. Amita Bhati	Instructor

2. Names of programmes offered (UG, PG, M.Phil., Ph.D., M.Sc., etc.) **NA**

CLC faculty members take English, German, French classes in 14 Faculties in SGT University

3. Education:

a). Hours of teaching in each subject

Under graduation.....NA

Post graduation..... 3-4 hours per week

Other trainings.....3-4 hours per week

b). Continued Education (workshop, seminar, symposium, conferences)

i) Summary of the above, department wise (Total No.)

Event	Attended	Organized	Paper / poster presented	Guest lectures delivered	Keynotes delivered
Conference national	-		-	-	-
Conference international	-		-	-	-
Conventions	-		-	-	-

Symposium	-		-	-	-
Workshops		01	-	-	-
Seminar		01	-	-	-
Special Talks Delivered	04	-	-	-	-
FDP	02				
Total	06	02			

ii). Details of above, Faculty member wise...

CLC in Collaboration with Cambridge English conducted a 2-Day BEC Teacher Training Workshop 2017

CLC in Collaboration with Faculty of Engineering conducted a 1-Day Debate Competition 2017

Dr. Usha Udaar: Delivered 04 Special Talks in different colleges and Institutes 2017

CLC team participated in Synergy 2017

4. Publications:

Ms. Aadya Prasad [Left SGT University]

2017

- Research Article on "Social Treatment of Animals in Language & Literature" published in the **International Journal of English Language, Literature & Translation Studies**. ISSN: 2395-2628 (P): 2349-9451 (E) KY Publications 6thLine Bharathpet, Guntur,India

Dr. Usha Udaar

2017

- Book- Syntax and Structures: Exploring South Asian Languages, Cambridge Scholars Publishing. Co-edited with Reena Ashem, Gurmeet Kaur. Cambridge Scholars Publishing, UK
- Dr. Usha Udaar, Reena Ashem, Gurmeet Kaur. Syntax and Structures: Exploring South Asian Languages, Cambridge Scholars Publishing. **(2017)**. Introduction.
- Syntax and Structures: Exploring South Asian Languages, Cambridge Scholars Publishing. 'Nature of Ergative case: A study of Ergativity in Haryanavi.'

Dr. Abhilasha Singh

2016

- Paper Titled “Marginalized Silence under the Observations of Ayaan Hirsi Ali and Salman Rushdie” International Research Journal of Management Sociology & Humanities.
- Paper Titled “World of Islam and Women in Ayaan Hirsi Ali’s memoirs” International Research Journal of English Language & Literature.

2017

- Paper Titled “*Frailty, thy name is woman*” To investigate women’s distinctiveness in Shakespeare’s Hamlet and Macbeth” The International Research Journal of Culture, Literature & Criticism.

5. Details of patents and income generated **NIL**

6. Awards and Honours

Dr. Sarju Devi got Excellence Award on the occasion of Teacher’s day Celebration held on 5th September 2017

7. Consultancy and Participation as expert , income generated, (brief note on each) **NIL**

8. Research **NIL**

9. Patient Care, please provide detail in enumerative figures during the year of consideration. (write NA if not applicable) **NA**

Facilities available	
Operations / procedures	
ICU details	
Emergency Duties	
OPD clinics	

10. Other Significant Events: Started Literary Club “EngWings”. Its a student- run platform which creates awareness and student engagement through literary activities. It strives to encourage students to achieve literary skills. The goal is to facilitate participation in various club

hosted events and come up with ideas to maintain a sublime and student friendly environment. The main objectives of the Literary Club are:

- ❖ To create a dedicated and fun space for the students to explore literary resources beyond academics.
- ❖ To introduce exciting and productive activities for overall development of linguistics and communicative abilities.
- ❖ To provide a common platform for interdisciplinary discussions among students across faculties.

11. Courses in collaboration with other universities, industries, foreign institutions, etc.

NIL

12. Details of programmes discontinued, if any, with reasons **N**

13. Examination System: As per University norms

14. Choice Based Credit System –CLC started German and French languages courses under CBCS in the University w.e.f January 2018

15. Participation of the department in the courses offered by other departments, courses in collaboration with other universities, industries, foreign institutions, etc.

NA

16. Faculty selected nationally / internationally to visit other laboratories / institutions / industries in India and abroad (eg. Commonwealth fellowships, WHO fellowships, UNESCO fellowships etc) **NA**

17. Faculty serving in

a) National committees b) International committees c) Editorial Boards d) any other (please specify) **NA**

18. Faculty recharging strategies (Capacity Building programmes) (UGC, ASC, Refresher / orientation programs, workshops, training programs and similar programs). (give details) **NA**

19. Faculty profile with name, qualification, designation, area of specialization, experience and research under guidance (updated till date)

Name	Qualification	Designation	Specialization	No. of Years of	No. Of thesis/dissertations guided till now (Ph.D. / M.Phil./ PG/ UG/Students)
				Experience	
Dr. Sarju Devi	Ph.D	Associate	Linguistics	16	NIL

		Professor	and Communicati on		
Dr. Umesh Chandra	Ph.D	Assistant Professor	Literature	4	NIL
Dr. Usha Udaar	Ph.D	Assistant Professor	Linguistics	7	NIL
Dr. Abhilasha Singh	Ph. D	Assistant Professor	Literature	6	NIL
Ms. Sonia Srivastava	M.A	Assistant Professor	Literature and language	7	NIL
Ms. Amita Bhati	M.Phil	Instructor	Linguistics	5	NIL
Mr. Arvind Kumar	M.A	Assistant Professor	German Language	2	NIL
Ms. Arvinder Kaur Pabla	B. Tech	Trainer	Soft Skills	5	NIL

20. List of senior Visiting Fellows, adjunct faculty, emeritus professors **NA**

21. Programme-wise Student Teacher Ratio (Table) **NA**

22. Number of academic support staff (technical) and administrative staff:

Sl.no	Language Lab Technical Assistant	Status
1.	01	Yet to be appointed

23. Establishment of Research facility / centre (during the year of consideration) **NA**

24. Student profile programme-wise (No. only): **NA**

Name of the Programme	Applications Received known wherever	Selected		Pass percentage	
		Male	Female	Male	Female

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25. Diversity of Students (No. only): **NA**

Name of the Programme	% of Students from the Same University	% of students from other Universities within the State	% of students From Universities outside the State	% of students from other countries

26. Student progression (No. Only) **NA**

Student progression	Percentage against enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	
<input type="checkbox"/> Campus selection	
<input type="checkbox"/> Other than campus recruitment	
Entrepreneurs	

27. Diversity of staff (No. Only): **NA**

Percentage of faculty who are graduates of the same university	
From <u>other universities within the State</u>	
From universities from other States	
From universities outside the country	

28. Number of faculty who were awarded M.Phil., Ph.D., D.Sc. and D.Litt.

Ph. D: 04

M. Phil: 01

MA: 02

29. Present details of departmental infrastructural facilities regarding **NA**

a) Library (no. of Books and Journals)

- b) Internet facilities for staff and students
- c) Total number of class rooms
- d) Class rooms with ICT facility
- e) Students' laboratories
- f) Research laboratories

30. List of doctoral, post-doctoral students and Research Associates **NA**

- a) from the host institution/university
- b) from other institutions/universities

31. Number of post graduate students getting financial assistance from the university. **NA**

32. FEEDBACK System (Brief note) **NA**

33. Student enrichment programmes [give details of (special lectures / workshops / seminar) involving external experts.]

CLC conduct competition such as Debate

34. Changes in Teaching Guidelines. (List the teaching methods adopted by the faculty for different programmes.)

35. Changes adopted in monitoring learning outcomes

36. Extension activities.

37. "Beyond syllabus scholarly activities" of the department. Initiated Literary Club "EngWings"

38. Detail five major Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

Strengths	Weaknesses
<ul style="list-style-type: none"> • Teamwork • Diverse Academic backgrounds • Good interpersonal communication • Dedication 	<ul style="list-style-type: none"> • No separate course under CLC
Opportunities	Challenges
<ul style="list-style-type: none"> • Interaction with varied Disciplines • Freedom to execute varied pedagogies • Freedom of experimentation beyond classrooms • Strong interface both Literature and Linguistics 	<ul style="list-style-type: none"> • Commuting in varies Blocks on Campus throughout the day to engage classes in Summer months • No Language Lab assistant • No administrative assistant

39. Best Practices of the department: Innovative and Discussion based curriculum

40. Future plans for the department: To begin dedicated language and Communication related courses