

**LOYOLA COLLEGE OF SOCIAL SCIENCES
THIRUVANANTHAPURAM**



CRITERIA 1: CURRICULAR ASPECTS

1.1.1. Curriculum Planning and Implementation

DEPARTMENTAL ANNUAL PLANS

2016-21

Department of Sociology

Department of Social Work

Department of Personnel Management

Department of Counselling Psychology

Department of Disaster Management

**LOYOLA COLLEGE OF SOCIAL SCIENCES,
Thiruvananthapuram**



1.1.1. Curriculum Planning and Implementation

**DEPARTMENT OF SOCIOLOGY
ANNUAL PLANS
2016-21**

ANNUAL PLANNING 2020-2021

DEPARTMENT OF SOCIOLOGY

LOYOLA COLLEGE OF SOCIAL SCIENCES

Date: 1/03/2020

Time: 9:30 AM

Venue: HOD Room

Members Present:

Dr.Saji P Jacob(Principal)

Dr.Nisha Jolly Nelson(HOD)

Dr.Lekshmi Chandran

Dr.Smitha Pillai

Mr.Prasad R

PLANNING ACADEMIC YEAR JUNE 2020-2021

Planning for the coming academic year was discussed in detail. Paper allocation and teaching learning was also planned. As no permanent appointments were made three guest faculty are requested to the management. Time table for the academic year was finalized in the meeting. Internal exams, Assignment submissions, seminar will be based on the direction of the university academic calendar.

Allocation of Papers

First Semester

| | | |
|--------|--|-----------------------|
| SO211 | Theoretical Foundations in Sociology | Guest |
| SO212 | Perspectives on Indian Society | Guest |
| SO213 | Introduction to Social Research Methods | Dr.Nisha Jolly Nelson |
| SO214A | Introduction to Sociological Imagination | Dr.saji P Jacob |

Second Semester

| | | |
|--------|--|-----------------------|
| SO221 | Theoretical Perspectives in Modern Sociology | Guest |
| SO222 | Social Policy and Planning | Dr.Nisha Jolly Nelson |
| SO223 | Advanced Social Research Methods | Saji P Jacob |
| SO224B | Sociology of Marginalized Communities | Guest Faculty |

Third Semester

| | | |
|--------|----------------------------------|-----------------------|
| SO231 | Current Debates in Social Theory | Dr.Saji P Jacob |
| SO232 | Social Statistics | Guest Faculty |
| SO233A | Social Gerontology | Dr.Nisha Jolly Nelson |
| SO234C | Population and Society | Guest |

Fourth Semester

| | | |
|--------|--------------------------------|-----------------------|
| SO241 | Urban Planning and Development | Dr.Nisha Jolly Nelson |
| SO242 | Gender and Society | Guest Faculty |
| SO243C | Environmental Sociology | Guest |
| SO244A | Mass Media and Communication | Guest |
| SO245 | Dissertation | Refer the below list |

Dissertation List

| SL NO | NAME OF THE RESEARCH GUIDE | STUDENT |
|--------------|-----------------------------------|--|
| 1 | DR.SAJI P JACOB | AADHIL K U AKHILA LAKSHMAN ANUGRAHA ANEESH JITHU JOHNCY NITHYA GEORGE PRAJITHA C RESMI J |
| 2 | DR.NISHA JOLLY NELSON | AKSHAYA.T ANJALI P S ANJIMA M S ANJU K J APARNA AM KAVITHA K KRISHNA ANIL A MEGHA ELSA JOHN SHIFANA SHAJAHAN |
| 3 | MR.ANDREW MICHAEL | ADARSH RAJ R F AJAYA GHOSH S ARCHANA A B ARCHANA LEKSHMI GOPIKA S KUMAR TEENA O MATHEW VERONICA JULIANNIE J |

Action Plan 2020-2021

| Month | Activity | Resource Persons | Target Group | Teacher in Charge |
|----------------|--|---------------------|-----------------------|-------------------|
| June 2020 | Online classes via zoom was decided for the coming academic year due to covid lockdown | | | |
| | open house | All Faculty | MA Sociology Students | Dr.Saji P Jacob |
| | Moodle platform for all activities including submissions | | | |
| July 2020 | Invited Talk | | MA Sociology Students | Dr.Nisha |
| | Meet the alumni | | MA Sociology Students | Dr.Nisha |
| August 2020 | Invited Lecture | | | |
| September 2020 | Invited Talk | | MA Sociology Students | Dr.Nisha |
| | Synopsis Presentation | | | |
| | Invited Talk | Dr.Sheethal S Kumar | MA Sociology Students | Dr.Nisha |
| | Debate | LASIE team | MA Sociology Students | Staff In charge |
| October 2020 | Special Lecture on World Elderly Day | Prf.L Thara Bai | MA Sociology Students | Dr.Nisha |
| | Discussion | LASIE team | MA Sociology Students | Staff In charge |
| | Mentoring | | | |

| | | | | |
|---------------|---------------------------|---|-----------------------|-----------------|
| November 2020 | Debate | LASIE TEAM | MA sociology | HOD |
| December 2020 | Panel Discussion | LASIE TEAM | MA sociology | HOD |
| January 2021 | Bridge Course | Dr.Saji P Jacob | MA sociology | HOD |
| | National Seminar | Dr. Oommen V Oommen, Prof. Emeritus, Department of Computational Biology & Bio-informatics, University of Kerala | National | Dr.Nisha |
| | Debate | LASIE team | MA Sociology Students | Staff In charge |
| | Invited Talk | | MA Sociology Students | HOD |
| March 2021 | Discussion | LASIE team | All Students | |
| | Open House | All Faculty | MA Sociology Students | Not Decided |
| | Dissertation Presentation | All Faculty | MA Sociology Students | Dr,Nisha |
| | K J memorial Scholarship | | MA Sociology Students | Dr.Nisha |

| | | | | |
|------------|---|-----------------|-----------------------|----------|
| | Session on Professional Ethics | Dr.Biju Vincent | MA Sociology Students | Dr.Nisha |
| April 2020 | Annual Evaluation and planning Summer Break Summer Break | | | |
| May 2020 | | | | |

Members:

Dr.Saji P Jacob(Principal)

Dr.Nisha Jolly Nelson(HOD)

Dr.Lekshmi Chandran

Dr.Smitha Pillai

Mr.Prasad R

ANNUAL PLANNING 2019-2020

DEPARTMENT OF SOCIOLOGY

LOYOLA COLLEGE OF SOCIAL SCIENCES

Date: 11 June 2019

Time: 9:30 AM

Venue: HOD Room

Members Present:

Dr.Saji P Jacob(Principal)

Dr.Nisha Jolly Nelson(HOD)

Dr.Lekshmi Chandran

Dr.Smitha Pillai

Mr.Prasad R

PLANNING ACADEMIC YEAR JUNE 2019-MAY 2019

Planning for the coming academic year was discussed in detail. Paper allocation and teaching learning was also planned. As no permanent appointments were made three guest faculty are requested to the management . Time table for the academic year was finalized in the meeting. Internal exams, Assignment submissions, seminar will be based on the direction of the university academic calendar.

Allocation of Papers

First Semester

| | | |
|-------|--|-----------------------|
| SO211 | Development of Sociology as a Discipline | Dr.Saji P Jacob |
| SO212 | Theoretical Foundations in Sociology | Guest |
| SO213 | Perspectives on Indian Society | Dr.Nisha Jolly Nelson |
| SO214 | Social Research Methods-1 | Guest Faculty |

Second Semester

| | | |
|--------|---------------------------------------|-----------------------|
| SO221 | Sociology of Development | Guest |
| SO222 | Social Policy and Planning | Dr.Nisha Jolly Nelson |
| SO223 | Social Research Methods-II | Saji P Jacob |
| SO224B | Sociology of Marginalized Communities | Guest Faculty |

Third Semester

| | | |
|--------|--|-----------------------|
| SO231 | Theoretical Perspectives in Modern Sociology | Dr.Saji P Jacob |
| SO232 | Social Gerontology | Guest Faculty |
| SO233 | Social Statistics | Dr.Nisha Jolly Nelson |
| SO234C | Ethnicity ,Civil Society and Nation State | Guest |

Fourth Semester

| | | |
|--------|---|----------------------|
| SO241 | Current Debates in Social Theory | Dr.Saji P Jacob |
| SO242 | Gender and Society | Guest Faculty |
| SO243C | Social Welfare Administration | Nisha Jolly Nelson |
| SO244A | Sociology of Mass Media and Communication | Guest |
| SO245 | Dissertation | Refer the below list |

Dissertation List- The Dissertation students allotted to teachers, are also their mentees.

| SL NO | MENTOR/ RESEARCH GUIDE | MENTEE |
|--------------|-------------------------------|---|
| 1 | DR.SAJI P JACOB | DINU MOL VARKEY FEMI ANN MATHEW GAYATHRI AL JENCY LAWRENCE JIMA ROSE M NOUREEN.A PRIYA VARGHESE |
| 2 | DR.NISHA JOLLY NELSON | AISWARYA SUBAIR ANURAJ N AYSWARYA SUNIL LEKSHMI SURESH S U RESHMA S S |
| 3 | DR.LEKSHMI CHANDRAN | MAHARSHLAL HASHBAS A NIKHITA NAIR NIRANJANA MOHAN SALU SS |
| 4 | DR.SMITHA PILLAI | ARUN JOSEPH J ASWATHY G BHAGYASREE P R V S ARJUN |
| 5 | MR.PRASAD R | MAREENA SIBY NABIN K S PRABHU A REMYA A.S. NAIR |

Action Plan 2019-2019

| Month | Activity | Resource Persons | Target Group | Teacher in Charge |
|-------------|--|------------------|-----------------------|-------------------|
| June 2019 | Mid term open house on 28 June | All Faculty | MA Sociology Students | Dr.Saji P Jacob |
| | Extension activities to be continued at the cheruvaikal school | Faculty | MA II Sem Students | Dr.Nisha |
| | Department level Dissertation presentation – 10 to 11 July 2019 | All faculty | College level | Dr.Nisha |
| | Class in charge:II semester Dr Lekshmi and Mr.Prasad;Iv Semester :Dr. Nisha and Dr.Smitha | | | |
| | Scholarship application invitation Mentoring list of II semester to be generated through lottery method | | All Faculty | HOD |
| July 2019 | Mid Term Evaluation on 16 July 2019 | LASIE team | MA Sociology Students | Staff In charge |
| | SPSS training on 11-12 July | All Faculty | College level | Dr.Nisha |
| | Mid Term open house for Seniors on 25 July | | | |
| August 2019 | NGO visit to Mitraniketan,Vellanadu immediately after the final University Exam | | | |

| | | | | |
|----------------|--|-------------------|------------------------|-----------------|
| |) Internal Examination II -29-30 and 4-5 september And IV semester-16-22 August) Exit evaluation and Open house on 16 August) IV sem Study Tour) Inviting Application for Dr.Jose Boban Scholarship | | | |
| September 2019 | Invited Talk | Dr.Angelo MAtthew | MA Sociology Students | Dr.Nisha |
| | Inauguration of Organic Farming | Dr.Sabu P Thomas | MA Sociology Students | Dr.Nisha |
| | NGO Visit | Dr.Raghu Rama Das | MA Final Year students | Dr.Nisha |
| | Invited Talk | Dr.Pramod S K | MA Sociology Students | Dr.Nisha |
| | Debate | LASIE team | MA Sociology Students | Staff In charge |
| October 2019 | Invited Talk | Fr.Saji S J | MA Sociology Students | Dr.Nisha |
| | Discussion | LASIE team | MA Sociology Students | Staff In charge |
| | Street theatre workshop | | | |
| | conduct interim open house-17 October 1:30-2:30 | | | |
| November 2019 | Participation in KSS Conference and conducting various programmes IQAC activities Resume remedial classes for students First semester second internal schedule | | | |

| | | | | |
|---------------|---|--|--|-----------------|
| | conduct of extra classes Study Tour The department level proposal presentation 4 November 2019 | | | |
| | LASIE General Body meeting | All Faculty | All MA sociology Students | HOD |
| | State level seminar on Environment and Society | DR.K Ramachandran | All MA Students and sociology students from near by colleges in Trivandrum | Dr.Nisha |
| | Life Skill workshop | Mr.Praveen Vargheese Thomas | All MA sociology Students | Dr.Nisha |
| | International Colloquim on the topic Religion and Society and Book Release | Prof.Johan Garde,Ersta Skondal Brake University,Sweden | College Level | Dr.Nisha |
| December 2019 | IQAC dept level work and FDP III semester Interim open house Exposure visit to old age home. | | | |
| | Invited Talk | Dr.Sumesh SS | All MA sociology Students | Dr.Nisha |
| January 2020 | Open House | All faculty | MA sociology | HOD |
| | Debate | LASIE team | MA Sociology Students | Staff In charge |
| February 2020 | Exposure visit to old age home | | | |

| | | | | |
|------------|---|------------------|-----------------------|-------------|
| | Invited Talk | Prof Dr.R Indira | MA Sociology Students | HOD |
| March 2020 | Documentary screening | | All Students | |
| | Open House | | | Not Decided |
| | Documentary Screening | | | Dr.Nisha |
| April 2020 | Annual Evaluation and planning Summer Break Summer Break | | | |
| May 2020 | | | | |

Members:

Dr.Saji P Jacob(Principal)

Dr.Nisha Jolly Nelson(HOD)

Ms.Lini Jolly(staff Secretary)

Ms.Smitha Pillai

Mr.Prasad R

ANNUAL PLANNING 2018-2019

DEPARTMENT OF SOCIOLOGY

LOYOLA COLLEGE OF SOCIAL SCIENCES

Date: 3 April 2018

Time: 9:30 AM

Venue: HOD Room

Members Present:

Dr.Saji P Jacob(Principal)

Dr.Nisha Jolly Nelson(HOD)

Ms.Lini Jolly

Ms.Smitha Pillai

Mr.Prasad R

PLANNING ACADEMIC YEAR JUNE 2018-MAY 2018

Planning for the coming academic year was discussed in detail. Paper allocation and teaching learning was also planned. As Fr.Aneesh SJ continue on study leave(has relieved to join for PH.D at University of Southampton) Dr.Jose boban K retired as Principal And Dr.Antony PV moved to University of Kerala as Associate Professor we require three guest faculty and requested the same to the management . Time table for the academic year was finalized in the meeting. Internal exams, Assignment submissions, seminar will be based on the direction of the university academic calendar.

Allocation of Papers

First Semester

| | | |
|-------|--|-----------------------|
| SO211 | Development of Sociology as a Discipline | Dr.Saji P Jacob |
| SO212 | Theoretical Foundations in Sociology | Guest |
| SO213 | Perspectives on Indian Society | Dr.Nisha Jolly Nelson |
| SO214 | Social Research Methods-1 | Guest Faculty |

Second Semester

| | | |
|--------|---------------------------------------|-----------------------|
| SO221 | Sociology of Development | Guest |
| SO222 | Social Policy and Planning | Dr.Nisha Jolly Nelson |
| SO223 | Social Research Methods-II | Saji P Jacob |
| SO224B | Sociology of Marginalized Communities | Guest Faculty |

Third Semester

| | | |
|--------|--|-----------------------|
| SO231 | Theoretical Perspectives in Modern Sociology | Dr.Saji P Jacob |
| SO232 | Social Gerontology | Guest Faculty |
| SO233 | Social Statistics | Dr.Nisha Jolly Nelson |
| SO234C | Ethnicity ,Civil Society and Nation State | Guest |

Fourth Semester

| | | |
|--------|---|----------------------|
| SO241 | Current Debates in Social Theory | Dr.Saji P Jacob |
| SO242 | Gender and Society | Guest Faculty |
| SO243C | Social Welfare Administration | Nisha Jolly Nelson |
| SO244A | Sociology of Mass Media and Communication | Guest |
| SO245 | Dissertation | Refer the below list |

Dissertation List

| SL no | Research Guide | Students |
|-------|-----------------------|--|
| 1 | DR.SAJI P JACOB | RESHMA RAVEENDRAN JAHNAVI NAIR SAJAN M.S |
| 2 | DR.NISHA JOLLY NELSON | ARUNIMA S CHRISTBEN D F SEFI SAIF SURESH BABU R |
| 3 | MS.TERESE MARY CHACKO | MANJU V SREEJITH K P SURYA S S |
| 4 | Dr.SMITHA PILLAI | PRIYA JAYAN SARATH K P SIDHARTHLAL |
| 5. | MR.PRASAD R | CHRISTOPHER M ALEN JOSE SUJIN DAS |

Action Plan 2018-2019

| Month | Activity | Resource Persons | Target Group | Teacher in Charge |
|-------------|-------------------------------|---|-----------------------|-------------------|
| June 2018 | Open House | All Faculty | MA Sociology Students | Dr.Saji P Jacob |
| | Exposure Visit | Tribal Community | MA II Sem Students | Dr.Nisha |
| | Draft Research Presentation | | | |
| | Faculty Development programme | Staff Development programme was conducted. The first session was handled by Fr.Dr.Sunny Kunnapallil S J. on Jesuit Spirituality and Ignatian teachings. The after noon session was handled by Fr.Dr.A R John on Positive Psychology | All Faculty | Principal |
| | Study Tour | NGO | MA Final Sem students | Dr.Nisha |
| | Discussion | LASIE team | MA Sociology Students | Staff In charge |
| July 2018 | Discussion | LASIE team | MA Sociology Students | Staff In charge |
| | Common research presentation | All Faculty | College level | Dr.Nisha |
| August 2018 | Film Screening | LASIE team | MA Sociology Students | Staff In charge |

| | | | | |
|----------------|---|-------------------------------|--|---------------------------|
| | | | | |
| September 2018 | Invited Talk | Dr.Angelo MAtew | MA Sociology Students | Dr.Nisha |
| | Inauguration of Organic Farming | Dr.Sabu P Thomas | MA Sociology Students | Dr.Nisha |
| | NGO Visit | Dr.Raghu Rama Das | MA Final Year students | Dr.Nisha |
| | Invited Talk | Dr.Pramod S K | MA Sociology Students | Dr.Nisha |
| | Debate | LASIE team | MA Sociology Students | Staff In charge |
| October 2018 | Invited Talk | Fr.Saji S J | MA Sociology Students | Dr.Nisha |
| | Discussion | LASIE team | MA Sociology Students | Staff In charge |
| | Street theatre workshop | Sr.Claire | MA first year students | Ms.Terese Mary Chacko |
| | Regional Seminar | Dr.Rajan Guruckal | All colleges in trivandrum with Sociology department | Dr.Nisha |
| November 2018 | KSS annual conference | Sree sankaracharya University | MA Sociology | Ms.Lini Jolly Dr.Nisha |
| | LASIE formal inauguration and invited lecture | Prof.DDNamboothiri | MA sociology students | Dr.Nisha |
| December 2018 | Life skill workshop | Mr.Praveen vargheese Thomas | MA Sociology Students | Dr.Nisha |
| January | Open House | All faculty | MA sociology | HOD |

| | | | | |
|---------------|---|------------------|-----------------------|-----------------|
| 2019 | Debate | LASIE team | MA Sociology Students | Staff In charge |
| February 2019 | Exposure visit to old age home | | | |
| | Invited Talk | Prof dr.R Indira | MA Sociology Students | HOD |
| March 2019 | Documentary screening | | All Students | |
| | Open House | | | Not Decided |
| | Documentary Screening | | | Dr.Nisha |
| April 2019 | Annual Evaluation and planning Summer Break Summer Break | | | |
| May 2019 | | | | |

Members:

Dr.Saji P Jacob(Principal)

Dr.Nisha Jolly Nelson(HOD)

Ms.Lini Jolly(staff Secretary)

Ms.Smitha Pillai

Mr.Prasad R

ANNUAL PLANNING 2017-2018
DEPARTMENT OF SOCIOLOGY
LOYOLA COLLEGE OF SOCIAL SCIENCES

Date: 2 June 2017

Time: 9:30 AM

Venue: HOD Room

Members Present:

Dr.Saji P Jacob(HOD)

Dr.Antony P V (Staff Secretary)

Dr.Nisha Jolly Nelson

Ms.Sina Harrison(Guest Faculty)

PLANNING ACADEMIC YEAR JUNE 2017-MAY 2018

Planning for the coming academic year was discussed in detail. Paper allocation and teaching learning was also planned. As Fr.Aneesh SJ continue on study leave(has relieved to join for PH.D at University of Southampton) and Dr.Jose boban K retired as Principal two guest faculty was requested in their place. Time table for the academic year was finalized in the meeting. Internal exams, Assignment submissions, seminar will be based on the direction of the university academic calendar.

Allocation of Papers

First Semester

| | | |
|-------|--|-----------------------|
| SO211 | Development of Sociology as a Discipline | Dr.Saji P Jacob |
| SO212 | Theoretical Foundations in Sociology | Dr. Antony Palackal |
| SO213 | Perspectives on Indian Society | Dr.Nisha Jolly Nelson |
| SO214 | Social Research Methods-1 | Guest Faculty |

Second Semester

| | | |
|--------|---------------------------------------|-----------------------|
| SO221 | Sociology of Development | Dr.Saji P Jacob |
| SO222 | Social Policy and Planning | Dr.Nisha Jolly Nelson |
| SO223 | Social Research Methods-II | Saji P Jacob |
| SO224B | Sociology of Marginalized Communities | Guest Faculty |

Third Semester

| | | |
|--------|--|-----------------------|
| SO231 | Theoretical Perspectives in Modern Sociology | Dr.Saji P Jacob |
| SO232 | Social Gerontology | Guest Faculty |
| SO233 | Social Statistics | Dr.Nisha Jolly Nelson |
| SO234C | Ethnicity ,Civil Society and Nation State | Dr.Antony PV |

Fourth Semester

| | | |
|--------|---|----------------------|
| SO241 | Current Debates in Social Theory | Dr.Saji P Jacob |
| SO242 | Gender and Society | Guest Faculty |
| SO243C | Social Welfare Administration | Nisha Jolly Nelson |
| SO244A | Sociology of Mass Media and Communication | Dr.Antony PV |
| SO245 | Dissertation | Refer the below list |

Dissertation List(Updated)

| SL no | Research Guide | Students |
|--------------|-----------------------|---|
| 1 | DR.SAJI P JACOB | ALOYSIUS T. ANTONY CATHARINE JACOB DURGA U S NAIR MEHANAZ MUMTAZ MINU HARIKUMAR NEETHU SHARON S |
| 2. | DR.NISHA JOLLY NELSON | ANANTHAPADMANABHAN J BLESSY ROSE MATHEW ARYA A ASWATHY A L GEORGIN V GEORGE JISHNU VINAYAN V S SHEEBA R NEETHU.L SANILA V S |
| 3 | MS.LINI JOLLY | ATHIRA K O DEEPAK S GIREESH KUMAR J GOPI KRISHNAN M KRISHNAJITH R G |
| 4 | MR.PRASAD R | ACHSAH GEORGE ANJANA U K ARAVIND LAL ASWATHY J M |
| 5 | DR.SMITHA PILLAI | RESHMA THOMAS SURJITH V VISHNU B R |

Action Plan 2017-2018

| Month | Activity | Resource Persons | Target Group | Teacher in Charge |
|----------------|-----------------------------|---|---------------------------------------|-----------------------|
| June 2017 | Draft Research Presentation | All Faculty | MA Sociology Students | Dr.Saji P Jacob |
| | Exposure Visit | Tribal Community | MA III Sem Students | Dr.Nisha |
| | Discusssion | LASIE team | MA Sociology Students | Staff In charge |
| July2017 | Invited Talk | | MA Sociology Students | Dr.Saji P Jacob |
| August 2017 | Discussion | LASIE team | MA Sociology Students | Dr.Saji P Jacob |
| | | | | |
| September 2017 | LASIE inauguration | Prof .Johan Garde,Ersta Skondal Brake University,Sweden | All faculty and students of Sociology | Dr.Saji P Jacob |
| October 2017 | Assignment Submission | All Faculty | MA Sociology Students | Assignment Submission |
| | Meet the Alumni | | | Meet the Alumni |

| | | | | |
|---------------|--|---|-------------------------------|-----------------------|
| November 2017 | a half day seminar on Global Civil Society | Prof .Johan Garde,Ersta Skondal Brake University,Sweden | College Level | Dr.Saji P Jacob |
| | Exposure Visit to old Age home | Old age home inmates | MA sociology II year students | DR.Nisha |
| | Value Added Course Street Theatre Workshop | Sr.Claire and Mr.Shiva were he resource persons | first semester students. | Dr.Nisha |
| December 2017 | Assignment Submission | All Faculty | MA Sociology Students | Assignment Submission |
| | Meet the Alumni | | | Meet the Alumni |
| January 2018 | Invited talk | | All Students | |
| | Discussion | LASIE team | MA Sociology Students | Dr.Saji P Jacob |
| February 2018 | Invited talk | | All Students | |
| | QUIZ | LASIE team | MA Sociology Students | Dr.Saji P Jacob |
| March 2018 | Open House | - | All Students | |
| | National Seminar | - | | Not Decided |

| | | | | |
|------------|---|-------------------|---------------------------|----------|
| | National Seminar | - | | Dr.Nisha |
| | Debate | LASIE team | All sociology Students | Dr.Nisha |
| | ASK | Every week Friday | College level | |
| April 2018 | Annual Evaluation and planning Summer Break Summer Break | | | |
| May 2018 | | | | |

Members:

Dr.Saji P Jacob(HOD)

Dr.Antony P V (Staff Secretary)

Dr.Nisha Jolly Nelson

Ms.Sina Harrison(Guest Faculty)

ANNUAL PLANNING 2016-2017
DEPARTMENT OF SOCIOLOGY
LOYOLA COLLEGE OF SOCIAL SCIENCES

Date: 19/03/2016

Time: 9:30 AM

Venue: Principals Chamber

Members Present:

Dr.Saji P Jacob(HOD)

Dr.Jose Boban K (Principal)

Dr.Antony P V (Staff Secretary)

PLANNING ACADEMIC YEAR JUNE 2016-MAY 2017

Planning for the coming academic year was discussed in detail. Paper allocation and teaching learning was also planned. As Fr.Aneesh SJ has relieved to join for PH.D at University of Southampton a guest faculty was requested in his place.. Time table for the academic year was finalized in the meeting. Internal exams, Assignment submissions, seminar will be based on the direction of the university academic calendar.

Allocation of Papers

First Semester

| | | |
|-------|--|-----------------------|
| SO211 | Development of Sociology as a Discipline | Dr.Saji P Jacob |
| SO212 | Theoretical Foundations in Sociology | Dr. Antony Palackal |
| SO213 | Perspectives on Indian Society | Dr.Nisha Jolly Nelson |
| SO214 | Social Research Methods-I | Dr.Jose Boban K |

Second Semester

| | | |
|--------|---------------------------------------|-----------------------|
| SO221 | Sociology of Development | Dr.Saji P Jacob |
| SO222 | Social Policy and Planning | Dr.Nisha Jolly Nelson |
| SO223 | Social Research Methods-II | Saji P Jacob |
| SO224B | Sociology of Marginalized Communities | Guest Faculty |

Third Semester

| | | |
|--------|--|-----------------------|
| SO231 | Theoretical Perspectives in Modern Sociology | Dr.Saji P Jacob |
| SO232 | Social Gerontology | Dr.Nisha Jolly Nelson |
| SO233 | Social Statistics | Dr.Jose Boban K |
| SO234B | Population and Society | Guest Faculty |
| SO234C | Ethnicity ,Civil Society and Nation State | Dr.Antony PV |

Fourth Semester

| | | |
|---------|---|----------------------|
| SO241 | Current Debates in Social Theory | Dr.Saji P Jacob |
| SO242 | Gender and Society | Guest Faculty |
| SO243C | Social Welfare Administration | Dr.Jose Boban K |
| SO244A | Sociology of Mass Media and Communication | Dr.Antony PV |
| SO 244C | Human Behavior & Personality Development | Nisha Jolly Nelson |
| SO245 | Dissertation | Refer the below list |

Dissertation List

| Sn no | Research Guide | Students |
|-------|-----------------------|---|
| 1 | DR.SAJI P JACOB | CHINCHU K. BHAVANI DHANYA RAJ JASNA. K. SNEHALATHA P SREEJITH.S TERESE MARY CHACKO VIJILA S |
| 2 | DR.ANTONY PALACKAL | AKHIL SURENDRAN AKSHAYA KRISHNAN ANJU T ARCHANA K JIJI S.S. ARUN KUMAR P.B. LAVANYA V MALOOTTY L RESHMA HELAN SHILPA MARIA.S VYSALI.M |
| 3 | DR.NISHA JOLLY NELSON | AYYAR POOJA SHASHIKANT DIVYA A GAYATHRI NAIR JINU BABU KRISHNENDU J J MERLIN JOSE PRIYA R. KUMAR SHINE MICHAELINA JOSE VISHNUPRASAD V P |

Action Plan 2016-2017

| Month | Activity | Resource Persons | Target Group | Teacher in Charge |
|-----------|--|---|--------------------------|--|
| June 2016 | KSS unit Inauguration 7 th /8 th June 2016 | Fr.Dr.M K George | MA Students | DR.Saji P Jacob |
| | Discussion on Athirapally Hydral Project | Prof RVG Menon | MA Sociology Students | DR.Antony PV |
| | II Internal for fourth sem students Exams-27-30 June 2016 | Faculty Members | MA Sociology | All faculty to prepare question papers and evaluation |
| | Open House | All Faculty | | |
| | On June 24th 'thalukalilude' to make the students aware about the importance of the day and the process of reading in an individual's life. | Dr.Saji Mohan, Faculty, College of Engineering Trivandrum, | All Students | Dr.Saji P Jacob |

| | | | | |
|----------------|---|---|--------------------------------|---------------------|
| | discussion on the Juvenile Justice Act 2015(JJ Act) | Mr.Manish and Mr.Anil ,LES | MA students | Dr.Saji P Jacob |
| July2016 | Seminar/Conference | Academicians | College level student group | Dr.Antony Palackal |
| August 2016 | Assignment Submission | All Faculty | MA Sociology Students | All Faculty |
| | Meet the Alumni | | | |
| September 2016 | Department PTA meeting(4/09/2016) | | Teachers ,Students and Parents | Dr.Saji P Jacob |
| October 2016 | Old age home visit | Old age home inmates | MA Senior Batch | Dr.Lekshmi Chandran |
| | Wild Life week Celebration. Man vs Wildlife. 5th October 2016 | Mr. Manoj Balakrishnan, Senior Wildlife Assistant and S.Radhakrishnan senior wildlife assistant in the Forest Department. | All students | Dr.Saji P Jacob |
| | Open House for 3 rd Semester students | All Faculty | MA sociology students | Dr.Saji P jacob |

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| | Sustainable Living Initiative a session on 'Food Agriculture and Sustainable Living | Mr Biju Sunder, a member of the NGO Pragruti | MA sociology students | Dr.Saji P Jacob |
| | III Sem II Internal And I sem I interal | All Faculty | MA sociology students | All Faculty |
| | Synopsis Presentation | All faculty | MA sociology Final students | All Faculty |
| | Film Screening and review | Student Team | MA sociology students | Dr.Antony Palackal |
| November 2016 | Health camp of Migrant Labourers | | | Dr.Saji P Jacob |
| | Seminar on Migrant labourers | | | |
| | 3 Day Art Workshop | Mr. Blaise Joseph and Ms. Atreyee | first MA Sociology students | Dr.Saji P Jacob |
| December 2016 | Invited Talk | | All Students | |

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| | Discussion | Student Group | All MA Sociology Students | Dr.Antony PV |
| | ARIDA-2016. | A Short film festival in collaboration with LET (Loyola Ethnographic Theatre) . | College level | Dr.Saji P Jacob |
| | a one day national seminar on the topic ‘Inclusive Governance: Perspectives from Below”, on 5th December 2016. | Department of Sociology under the initiative of LASIE-KSS Loyola Unit in collaboration with Kerala Institute of Local Administration (KILA), had organized | students and faculties of various colleges in Trivandrum | Dr.Antony |
| January 2017 | Invited Talk | | All Students | Dr.Antony PV |
| February 2017 | Invited talk | | All Students | Dr.Antony PV |
| | Migrant Labourers Settlement Visit | | MA students | Dr.Saji P Jacob |
| March 2017 | Invited Talk | | All Students | Dr.Antony PV |

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| | Meet The Alumni | | MA Students | Dr.Antony P V |
| | Migrant Labourers Settlement Visit | | MA students | Dr.Saji P Jacob |
| | UGC Sponsored three-day national seminar on Health and Well-being: The tribal perspective | Prof (Dr.) Jacob John Kattakayam,UGC Emeritus professor and former president of Indian Sociological Society, Prof (Dr.) Vineetha Menon, Department of Anthropology, Kannur University, Dr. Jose Boban K Principal Loyola college of Social Sciences sociologist, research scholars and students of different colleges from all over the country (27-3-2017 to 29-3-2017) | National Level participants | Dr.Nisha Jolly Nelson |
| | ASK | Every week Friday | College level | |
| April | Annual Evaluation and planning Summer Break Summer Break | | | |
| May | | | | |

Members:

Dr.Saji P Jacob(HOD)

Dr.Jose Boban K (Principal)

Dr.Antony P V (Staff Secretary)

**LOYOLA COLLEGE OF SOCIAL SCIENCES,
Thiruvananthapuram**



1.1.1. Curriculum Planning and Implementation

**DEPARTMENT OF SOCIAL WORK
ANNUAL PLANS
2016-21**

Annual Plans 2020-2021

The Annual Planning Meeting of the Department of Social Work in lieu of the Annual Evaluation and Planning Meeting was convened on 3&4 April 2020. The faculty members – Sonny, Fr.Sabu, Francina, Fr.Saji and Vandana attended; the following evaluations were undertaken based on the staff meeting decisions and open houses convened:

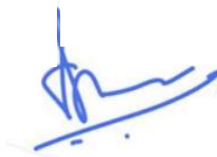
1. Capacity Building: The exposure in KoboTools on the ESAF Liveable Cities – Infrastructure and access Evaluation was beneficial; we will continue to associate with ESAF; considering a possibility of an MoU for long-term engagement
2. International Collaboration: Collaboration with Ersta SKondal was found to be fruitful – three students Rahul S., Sherin Wilfred and ANcy B. Kairali had reported favourable exposure in International Student exchange. We would be nominating three more candidates – Krishnendu B.S. Gilda Mani and Anithamol Babu besides Dr.Francina. We need to consider workshops with We would continue to associate students with Global Sessions; especially with the possibilities on collaborating on Self-Care research.
3. Fieldwork in spite of COVID was a good experience learning experience; the seniors did Disaster Management on their own initiative (Undo Project, school exams in Kannur and Ottamasseri and Relief in Ottamasseri) and did reflect and respond on real life problems; consider the possibility of engagement in Webinars and other IT platforms to compensate for loss of direct practice (fieldwork) hours; consider alternatives for placement
4. Considering that there was a dearth of interactions with the Alumni; engage in webinars
5. Placements had in Pallium India; continue get fieldwork and collaborate
6. Explore the possibility of having Audited Courses considering COVID scenario and online Classes spaced out with specialisations
7. Feedback review of meeting with Sem-II students by Mr. Kannan G. S and Ms. Vandana Suresh and the explanations reveal need for Professional Ethics Course
8. Considering the special circumstances Special Timetable Arrangement was done with five hours per faculty for a day for juniors
9. Need to plan Block Placement, presentation of Seniors Block field; Research synopsis presentation and Entrance Exam, GD and PI for the 2020-2022 batch

Programs Planned

| | | |
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| May 2020 | 1. Co-hosted Global Sessions with 80+ participants from 6 countries – 12 papers between teachers, students and 4 alumni | Johan Garde, Nicole Potter, Angelika Iser, Sonny Jose, Eugene I, Helena Lagerlof & Asa Kneck |
| June 2020 | 2. Professional Ethics Course administered for outgoing batch 2018-2020 | Sonny Jose, Kannan G.S. and Ms. Vandana Suresh |
| July 2020 | 3. Block field work presentation by Seniors on 21, 22 July 2020 | |
| | 4. Research Synopsis presentation of Juniors on 20-24 and 28 July 2020 - | Faculty lead by Sonny Jose |
| | 5. 23, 24, 25 July 2020 - Entrance Exam, GD and PI for the new batch of MSW students | Francina, Sonny, Sabu, & Saji |

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| | 6. 20 July Alumni interactions and capacity building for psychosocial care, ICTC Counselling & Social Welfare Programs | <ol style="list-style-type: none"> 1. Balalekshmi S.B. (KSACS and ICTC Counselling); 2. Maneesh M Nair State Nutrition Board/UNICEF; 3. Remya R.V. Psychiatric Social Worker/DMHP Psycho-social Care Trivandrum 4. Ancy B Kairali (Psychiatric Social Worker/DMHP-Kollam) |
| September 2020 - | 9-15 September 2020 - University Comprehensive Viva for Seniors – External Examiners: | Dr.Rajeev SP, Ajesh P J & Sonny Jose |
| | 23 Sept 2020 – 28 Feb 2021 onwards – 17 webinars organised by the students ranging from topics child rights (Railway-Childline); social entrepreneurship (Sanchi.com); organ transplant and legal implications (KNOS); mental health, self improvement, adolescent and sexual health, media literacy (Factshala), Psychosocial Care, Psychological First Aid (PFA), etc. | Dr. Gracious, Oommen Zafeer Ameer (Sanchi.com), Philip (Factshala), Ms. Ancy BK, Remya RV (DMHP), Balalekshmi SB (KSACS), Jibin K (NS Hospital, Nooranad) |
| October | 20 Oct Signed an MoU with ESAF | Sonny |
| November & December | 23 November - 15 December 2020 Live-in experience at SS Samithi (Kottiyam), Bethsada (Vengola), Max Minds (Kannur) and DCPU in six districts | Francina & Sonny |
| December 2020 | 5-20 December 2020 – Block Placement for Juniors at Pratheeksha Deaddiction Center; Dale View, TSSS and DCPU | Francina & Sonny |
| January 2021 | 4 January 2021 - Published Unitum as an dossier on bestpractices on field engagement by Social Workers in Disaster Management at the KAPS AGBM. | Francina |
| Mar 2021 | 1-12 March 2021 ESAF engagement on gender equity in mobility undertaken co-supervised by Ms.Praseija JK(Project Coordinator; Alumnae 2016) | Praseija J.K., Anu Biju & Sonny Jose |
| | 19 March 2021 – UK Placement Opportunities | Tomy Sebastian (T&T Associates)n& Sonny |

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| | 25-27 March 2021 – Social Work Research augmented by having a Workshop on Qualitative Research and Analysis on an interactive mode on campus in spite of COVID-19 | Joseph Charuplackal, Head-Social Work, Marian College. |
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Francina



Ladun Thomas



5 May 2020

Annual Review and Planning for 2019-2020

The Annual Evaluation held during April 2018 considered all the curricular, co-curricular and extra-curricular activities during the previous year. The following are some of the reflections:

1. Special circumstances this year given the presence of 3 batches Sem-1,2 and 4; considering the presence of three batches at a time in the campus, Fr.Sabu deputed to work and revision timetable
2. a reflection on the need to tighten fieldwork and get support of the alumni for independent competency assessment and feedback on training (external-audit)
3. Review stress and workload cited by the students by independent teachers – Ms.Vandana Suresh and Kannan G.S.; suggestion (1) to augment Mentoring, (2) provide if possible training from outside
4. Need to plan and tighten field posting; in suitable spaces to compensate for the shortfall of Sem1&2 fieldwork practice; in view of the need to provide Medical Social Work Exposure locate probable settings
5. Fine tune the research process and allow observation to the juniors; witnessing the dissertation presentations would provide ideas and understanding of the process.
6. Need to orient and augment students direct practice skills for field practice; explore possibility of bringing in experts in Counselling and Case Work
7. More care to be given on handholding especially reporting
8. Ersta Skondal was happy with the scholars - Ms. Ancy, Ms. Sherine & Mr. Rahul; 3 more scholarships sanctioned; candidates to be selected based on interest in the area of research. Besides look for scholarships internally. Assuming Prof.Johan Garde would be on campus during the fall from 14th to 23rd November; explore opportunity for workshops and seminars
9. Some decisions such as PRA had to be shifted from Dec to Jan; Block fieldwork postponed to Sem-IV since they were continuing concurrent field.
10. There was an understanding on the need to get on orientation on OBE and Mentoring
11. Plan
 - University comprehensive viva voce in August/September 2019; also plan out Sem-2 viva voce.
 - Field visits for S2 & S4
 - Field work for Semester-III
 - PRA
 - internal examinations

Plans for June 2019- Mar 2020

| Month | Program | Resource Persons /In-charge |
|-----------|--|------------------------------------|
| June 2019 | 17 June Interim Time Table for 3 batches operating concurrently prepared by Fr. Sabu circulated and approved | Fr. Sabu |
| | 5. 27 June 2019 - Feedback review of meeting with Sem-II students | Mr. Kannan G. S and Vandana Suresh |
| | 24, 25, 26, 28 June and 1 st July - Semester -II 1 st internals– | |

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| | 20 June 2019: Morning hours on fieldwork days to be engaged by Dr. Pramod on | |
| | Counselling | |
| | 21 June 2019: Morning hours on fieldwork days to be engaged by Dr. Usha John on Social Case Work. | |
| July 2019 | Counselling and afternoon, Dr. Usha John on Social Case Work. | |
| | 5, 8, 9, 10 July - Semester IV– 1 st Internal – | |
| | 19 July Draft Synopsis Presentation by Semester-IV; Sem-2 to attend | |
| | <p>Sem-IV Fieldwork</p> <ul style="list-style-type: none"> ○ MPSW (Pallium India & Rajagiri Hospital) <p>Pallium India – 5 students – Ashiely James, Bincy, Christensia, Jenin Koshy & Tresa</p> <p>Rajagiri Hospital – 8 students – Ancy Lal, Ancy Bose, Anju Anna Gheevarghese, Brilliant Maria, Elna Joseph Gowthami, Mathewskutty, Sruthy</p> <ul style="list-style-type: none"> ○ CD - MGNREGA Social Audit Society, Kerala | |
| | 24-28 July -Planning for entrance exams & GD – Help desks (1), sign boards of toilets, water, school main building etc. (Xavier Hall, Stansilavos Hall & Gonsalvas Hall). | Sonny |
| | 25 July 2019 -VRC and St. John's Hospital | |
| August | <p>1, 3, 6, and 8 August 2019 - Exposure Visits for Sem-1:</p> <ul style="list-style-type: none"> ○ Don Bosco Veedu and Sreechitra Poor Home ○ Mitrani Ketan and Chilla ○ Social Justice Department, DCPU, Children's Home ○ Sisters of Charity Sisubhavan and Pratheekha | |
| | <p>5 august 2019 Contacted Cognizant Foundation and found that they were ready to support</p> <p>– Reviewed Ms. Sandra and Mr. Tison as probable candidates; Fr. Sabu to enquire about others -Aswathy, Br. Nibin and Ms. Ashiely – finally after review it was found that Anju Cerin, Athira, Meenu and Anna qualified. It was also decided to provide college level scholarship @Rs.5000/- to Ms. Kesya, Ms. Arsha, Ms. Sheetal and Ms.Sandra.</p> | Mr.Edward and Ms. Meena Ramaswamy |

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| | 8, 9, and 10 Aug assigned for preparing summary reports | |
| | 11, 18 and 20 August completion of Sem-II field work- students to complete requirements of field work days as they have exams from 26 th July 2019. | |
| | 12 August 2019 Semester-II viva voce | |
| | 18 – 30 August - Ersta Scholarship Selection process–nominees were screened from among 7 and 3 – Krishnendu B.S., Gilda Mani and Ms. Anithamol proposed for screening. Prof. Garde okays all 3 candidates based on the SOPs. | Sonny(offline) & Garde (on-line) |
| September | 3 Sept 2019 - Professional Competency Assessment thanks to Alumni done long-haul 9.30am~6.30pm | Dr.Usha Kandaswamy and Baby Prabhakaran (CEO, BluePoint) |
| | 16 Sept 2019 - 4-6 pm synopsis presentation | |
| | 19 17 Sept 2019 - 4-6 pm synopsis presentation | |
| | 20 18 Sept 2019 4-6 pm synopsis presentation | |
| | 15 Sept – 10 December 2019 – Semester-III Fieldwork: It is decided to continue the field work of 3rd semesters in Chilla (Anju & Aleena), (rest of the class at) Jayamatha and St. Vincent's school. Later, we will incorporate 1 semester students and withdraw the 3rd semester students. | Sonny, Vandana & Kannan |
| | 23, 24, 25, 27 & 30 th September 2019 Semester- 1 Internal exams -each exam will be conducted for an hour. | |
| | 29 Sept- 2 Oct 2019 – shared Dance Moment Therapy at Chilla by Laura López (University of Barcelona/SoI) | Sonny & Laura |
| October 2019 | 1, 3 & 10 Oct 2019 – combined visit to Kanthaari International; Mental Health Centre, Peroorkada; PHC; EMC and Thanal, Kovalam by Sem-III & IV | |
| | 7 Oct had three DMT Workshops for MSW students by Laura López (University of | Laura, Sonny & Dency |
| | 12 Oct PTA Meeting convened – reasonable turn out in spite of students did not informing their parents late; it is decided to ask students to request their parents to meet the teachers this month itself. Feedback form was appreciated by some of the parents. | Sonny |

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| | 25 Oct 2019 ESAF – liveable cities collaboration: ESAF – Liveable cities – orientation on KoboTools - decided to collaborate with them for research in Trivandrum Corporation – plan to do same in a phased manner during week 3 and 4 of December and complete by March 2020. | Dipin Panicker |
| | 28. 31 Oct 2019 Outcome Based Teaching Learning Workshop | Dr. Cherian P Kurien |
| | | |
| November 2019 | 5 Nov 19 sessions on lifeskills training by Praveen V.T. Scholar | |
| | 2 nd -8 th November Live-in Experience –CD students in Mysore and Bangalore and MPSW in Max Minds, Kannur. | |
| | 10 November 2019 - Pencil foundation – training and opening for I semester: Pencil Foundation activities, that include students and ‘24 stories’ could be collaborated with livelab of the college. | |
| | 12 Nov 2019- Discussion and presentation of PSOs (Program Specific Objectives) & indicators: Discussed and presented indicators of PSOs (Program Specific Objectives) – faculty shared their expectations on the behavioural expectations. | |
| | 13 Nov 2019 - Discussion and presentation of PSOs (Program Specific Objectives) & indicators: Discussed and presented indicators of PSOs (Program Specific Objectives) – faculty shared their expectations on the behavioural expectations. | |
| | 18 th November 11.20 to 12.20 Dr. Johan, Garde, Associate Professor and international coordinator, Ersta Skondal Bracke University speaks on “Religion and Society” and book release “Health and wellbeing: the tribal perspective” by Dr. Nisha Jolly Nelson. | Dr. Johan, Garde, Associate Professor and international coordinator, Ersta Skondal Bracke University |
| | 20 November 2019 - SDGs and Project Management Workshop Phase-1 | Dr. Johan, Garde |
| | 22 November 2019 - SDGs and Project Management Workshop Phase-2 | Dr. Johan, Garde |
| | 24 -30 th November 2019 - Study tour | Fr. Sabu and Ms. Vandana are in-charges; clarified regarding staff accompaniment: although Dr. Francina P. X got permission from DCE |
| | Nov 2019 - Discussion and presentation of PSOs (Program Specific Objectives) & | |

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| | indicators: Discussed and presented indicators of PSOs (Program Specific Objectives) –faculty shared their expectations on the behavioural expectations. | |
| December 2019 | 6 December - Evaluation of the Study Tour at 02.20 pm. | |
| | 9 & 10 December 2019 Mentoring and counselling programme | Dr. Robert Clive Crossland College |
| | 9 - 13 December second internal for Sem- 2 to be conducted for an hour. | |
| Jan 2019 | 01 Jan 2020 - Discussion and presentation of PSOs (Program Specific Objectives) & indicators: Discussed and presented indicators of PSOs (Program Specific Objectives) – faculty shared their expectations on the behavioural expectations. | |
| | 09 Jan 2020 - Discussion and presentation of PSOs (Program Specific Objectives) & indicators: Discussed and presented indicators of PSOs (Program Specific Objectives) – faculty shared their expectations on the behavioural expectations. | |
| | 17 Jan 2020 - Discussion and presentation of PSOs (Program Specific Objectives) & indicators: Discussed and presented indicators of PSOs (Program Specific Objectives) – faculty shared their expectations on the behavioural expectations. | |
| | 16-18 January: Expressive Art Therapy for Sem-4 | Ms. Krishnendu B.S. (Navem) |
| | 19 to 21 January 2020 literature review | |
| | 20 Jan 2020 - Discussion and presentation of PSOs (Program Specific Objectives) & indicators: Discussed and presented indicators of PSOs (Program Specific Objectives) – faculty shared their expectations on the behavioural expectations. | |
| | 20 Jan: Open House for Sem-3 | |
| | 24-25 January: Samanwaya at Kottayam – representation from entire Sem-4 and Sem-2 | |
| | 25 Jan Open House for Sem-1 | |
| | 27-31 January: PRA Outbound Training for Sem-3 at Sahajeevanam Kannur | Fr. Saji J (Resource Person) |
| February | 1 February literature review | |
| | 06 Feb 2020 Discussion and presentation of PSOs (Program Specific Objectives) & indicators: Discussed and presented indicators of PSOs (Program Specific Objectives) – faculty shared their expectations on the behavioural expectations. | |
| | 10-13 Feb: 1 st Internal for Sem -4 | |
| | 11-18 Feb: 1 st Internal for Sem- 2 | |
| | 14 Feb: Presentation of Literature Review for Sem-4 | |

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| | 16 February- literature review | |
| | 14-16 Feb: Street play presentation and Life Skill classes for the children of orphanages in TVM organised by members of Inspire at LES, by Sem-1 | |
| | 14 Feb: Block field work for Sem-4 | |
| | 28 Feb: Inauguration of SALT store as part of the HRM fest for Sem-2 students | |
| | 2 March: Tool Presentation | |
| | 23-30 March: 2 nd Internal for Sem-2 | |



Francine



Labu A. Thomas



Minutes of the Review and Planning Meeting for June 2018- March 2019

The Annual Evaluation held in April 2017 considered the feedback from various forums including staff meetings, student meetings, professional organisation and the Open House regarding the curricular, co-curricular and extra-curricular activities during the previous year. The following are some of the reflections:

The faculty were generally happy about the outcome with the batch of 2017. 4 of the students qualified for NET during the course of their study. The field practice with the host of activities that the students were able to come up provided good visibility to Loyola Social Work.

1. There was a feedback regarding the unavailability of clients in community especially Cheruvickal; therefore we need to consider allowing first students to engage cases either in the community or in the college.
2. We would look for independent internal evaluation; call in T.S. Thomas and Dr.Usha John.
3. There was a decision to pitch for the 3rd Annual Kerala Social Work Congress; the proposed time was August/September so as to benefit from clement weather and expecting good participation from the other states. Decision on Registration-cum-Accommodation fee to be kept minimal for Social work Congress –Rs.600/- for three days, utilising the LES facilities.
4. Given the concern regarding research, it was decided to set aside two hours each for field work conference & research preparation on every week.
5. Considering Dr.Jasmine has been appointed IQAC Officer, a substitute teacher for Jasmine Sem –II and Sem –IV was sought for.
6. Financial support for following students for study tour to Pune and Goa **Sem-IV**
 1. Najima
 2. Archana
 3. Anjali
 4. Ashly James**Sem-II**
 5. Ashly
 6. Vineeth
 7. Dency
 8. Athira

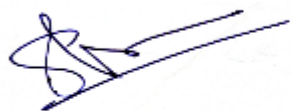
Plans for June 2018- March 2019

| Month | Tentative Activity and Date | Resource Person |
|-----------|--|--|
| June 2018 | 21 st June - Planning meeting of Social Work Congress at 5pm in which the staff members and KAPS office bearers | Fr.Joye J., Fr.Prasanth P. & Ipe Varghese |
| | 30 th June scholarship recommended for Mr. Sajin and Mr.Mathewskutty | |
| July 2018 | 19th July - Review arrangements for 3rd Kerala Social Work Congress: | |

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| | <ol style="list-style-type: none"> 1. compile and send invitation for 3rd Kerala Social Work Congress to send. 2. arrange food and accommodation with LES 3. Dr. Sonny and Fr. Sabu agreed to invite dignitaries for Program by 10th & 11th August in person 4. invite alumni for paper presentation | |
| | <p>26th July - Reviewing the arrangement for the 3rd Kerala Social Work Congress:</p> <ul style="list-style-type: none"> • Invitation to Chief Minister • Met Mr. Nazar PA to Dr. Jaleel KK, Minister for LSG, Minority • T.K Jose and Biju Prabhakaran who agreed to come for inaugural functions • decided to block 20 rooms in TSSS for Social Work Congress. • Decided to invite NGO in Trivandrum who employed Social workers in Thiruvananthapuram. | |
| | 30 th July onwards Second Internals for Sem-III | |
| August 2018 | 1 st August 2018 Second Internals for Sem-I | |
| | 1 st & 2 nd August 2018- Field work Viva for 1 st year MSW student - Dr. Usha and Fr. Joye will be externals experts and marks on Viva will be counted for Semester-II | Dr. Usha and Fr. Joye |
| | 5 August - Invitation for applicants for Sweden Internship: Sherin, Rahul. Ancy, Krishnendu, Shine, Ratheesh. | Sonny |
| | <p>7th August - Review Meeting the arrangement for the 3rd Kerala Social Work Congress.</p> <ol style="list-style-type: none"> 1. CM not disposed available to inauguration 2. Decided to request Mr.Sabrinathan MLA as chief guest. 3. Biju Prabhakaran IAS and T.K Jose IAS confirmed availability 4. Mr. C.P.John and Dr. Kiran agreed to come for the valedictory function 5. Decided to Honour Prof T.S.N Pillai and Fr. Joye. | |
| September 2018 | 8 th September (2 nd Saturday)- Spandanam is culminating | Fr.Saji |

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| | 1. Decided to collaborate with Tribunal for senior Citizen maintenance for study and in training on street theatre. | Dr. Jasmine & Ms.Sulekha, Project Coordinator. |
| October 2018 | Two Day Training on trauma Counselling by Tithe International, a UK based group; involve Sem-1 for training and open registration for outsiders. | |
| | 11 – 14 October - Team up ASSK on Research Project (ASER) conducted annually by Pratham Mumbai. | |
| | 13 October Exposure visit will begin | |
| | 15 October - Prevention of Adolescent Girls Suicide in Kerala by DCPU and Social Justice Department at Sutter hall (organised on 23 Oct) | |
| | 15th-16th October - University Viva Voice | |
| | 29 October – 2 Nov - street theatre workshop for Sem-I | Ms Francina agreed to coordinate with Clare Therese and Shiv Shanthakumar |
| | 2. 31 st October 2018- Viva Voce for Sem-1.. | Panel 1. Dr. Sonny & Jasmine panel Panel 2. Ms. Francina and Fr. Saji |
| November 2018 | Live-in exposure -3 rd semester students. 9 Nov-20 MPSW students at Maxmind, Kannur 12-19 Nov for CD students at Bangalore & Mysore | |
| | 25 Nov to 30 - PRA training | Fr. Saji at TUDI Wayanad |
| | Research Project 1. estimate budget for police study along and plan of action submitted with DGP, Police Head Quarters 2. 3 research projects –Cochin Shipyard. | Sonny |

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| December 2018 | KAPS proposes research project on 'Voices of Children' by UNICEF With Child Rights Commission; plan to involve Sem-3 students for one day workshop on Data Collection and actual Field based data collection | |
| January | 14 - 23 January - Study Tour | Sabu and Vandana |
| | 4 - 8 Feb - 2 nd Internal – Sem-III | |
| | 2- Feb - 9:30am- 1:30pm -External lecture on Financial Management | Fr. Sanu Francis, Fathima College. |
| February 2019 | 15-19 February - 2:30pm - Literature review- presentation | |
| March 2019 | Eco- restoration and Sustainable Coastal Zone Management Project in Thiruvananthapuram – development and solid waste management system- 8 villages- | Sonny, Sanal (Kudumbashree) and Sebastian Ukken (Nissan Digital) |
| April 2019 | 3-9th April - Special Class 10-17 April- Special Class | |
| | 25April 2019 Sem-2 Summer Block | |
| May 2019 | 3- 31 May Sem-4 Summer Block | |



Head,Dept.of Social Work
Loyola College of Social Sciences
Thiruvananthapuram-695 017



16 April 2018

Minutes of the Review and Planning Meeting for June 2017- March 2018

The Annual Evaluation held in April 2017 considered the feedback from various forums including staff meetings and the Open House regarding the curricular, co-curricular and extra-curricular activities during the previous year. The following are some of the reflections:

The faculty were generally happy about the outcome of their efforts. The field practice went good and there were a host of activities that the students were able to come up with besides ample engagement with Sweden and South Africa which we were able to capitalise in terms of visibility to Loyola Social Work. Evaluation of Summer Block Placement yielded us good reflections and more than satisfactory outcomes.

1. Having expired a life cycle of 5 years, it was imminent to revise the Syllabus in place since 2013; it was suggested that we discuss:
 - a. brain-storm and discuss with experts to be called for the syllabus revision workshop;
 - b. discuss core competencies and quality needed in the students after two years of training.
 - c. overall theme of syllabus and the papers to be placed in each semester.
2. There was a general agreement on the terminologies of various placements in view of the Transcript (TRANSFORM); they were as follows:
 - Exposure visit- I Year
 - Specialisation Visit- II Year
 - Concurrent Field work – along with class during semester.
 - Block Field Work- one month together instead of concurrent field work
 - Summer Placement- During the summer in the I year
 - Block Placement - During the summer in the II year
3. There was an agreement regarding the fieldwork requirement and the weightage:
 1. Total field work hours for MSW = 1916 (as an ideal)
 - Exposure & Specialisation visit - 5 visit * 3Hours*2 years-30 hrs
 - Concurrent/FW-30days * 8Hours*4 sem – 960
 - Summer/Block placement- 26days * 8Hours*2 years -416
 - Study Tour- 10days * 15Hours -150
 - Live –in Experience-12days * 15Hours -180
 - PRA -5days * 15Hours -75
 - Rural Camp- 7days * 15Hours -105
 2. Weightage mark for field learning
 - I Semester –
 - Exposure -10mark
 - Concurrent -30
 - Field work viva -10
 - II Semester –
 - Concurrent -15marks
 - Rural camp-10
 - Summer placement -15
 - Field work viva -10

III Semester –

- Concurrent -10
- Study tour-10
- PRA -10
- Live-in Experience -10
- Field work viva -10

IV Semester –

- Concurrent -25
 - Block placement -25
3. In lieu of our agreement to do deep field engagement some students would be deputed to engage with the DCPU's Agastyante Poombaattakal for work among the tribal dropouts – explore options with DCPU. Besides explore August 2017 to Jan 'Our responsibility to children' (ORC), works of follow up in schools named "SMART 40" from June 2017 to March 2018
 4. As decided in conjunction with the awards, the following names of students was recommended for awards:
 - Academic Achievement :Adil / kiran / Shiny
 - Campus Contribution- Kannan
 - Innovation- Shine

Planning for June 2017- March 2018

| Month | Tentative Activity and Date | Resource Person |
|-------------|--|-------------------------------------|
| June 2017 | 13th June - Dissertation Tool presentation. | Angelo, Francina and Sonny |
| | 30 th June - Provide SPSS training to MSW students | Ms. Beena and Mr. Angelo |
| July 2017 | 5-15 July I CA of Semester-II | |
| | 12-22 July I CA of Semester-IV | |
| | 10 th and 11 th July 2017 - UNICEF workshop, 5 Semester II students deputed | |
| | 29 July 2019 - Spandanam -Culmination of Semester I and II fieldwork. | Student leader- Vani, Anitha, Gilda |
| August 2017 | 1st August at 3:40 pm- Spandanam evaluation in canteen | |
| | 5 August, Saturday - Breast feeding awareness at Mangalapuram panchayat by Junior Students; considered day for termination of Sem-2 field work | |

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|-----------------------|--|---------------------------------------|
| | 4 -14 August from 9am -10:30am - II CA of Semester -II | |
| | 7 th August, (Monday)- Interaction with the outgoing batch and the present batch and present juniors - 4 pm - Sutter Hall | |
| | August 2017 to January 2018 - Individual Care Plan for Adivasi Children in Kottoor from. Decided to ask for 7 Volunteers. | Sonny |
| September 2017 | 23-26 September - Syllabus Revision Workshop – contact stakeholders – employers and alumni and University | Sonny |
| October 2017 | | |
| | 28 th October to 1 st November - Street Theatre Workshop | Sr.Clare Terese and Shiv Santhakumar |
| November 2017 | 2-7 November PRA (shifted to December) | Fr. Charles and Fr. Saji |
| January 2017 | 8-7 January II Internals for Sem- III; to be a one hour exam 8 th , 9 th 10 th , 12 th & 15 th January 2018; II Internals for Semester I | |
| | Evaluation of the III semester Field work will be based on the live-in experience, Study Tour, PRA and Exposure visit | |
| January 2018 | 25th January 2018-Interaction with Swedish student - both seniors and juniors will attend – 6 students selected to accompany the group for two days and two students on to mornings. Fr. Saji will meet the students at 1:30pm | |
| February 2018 | Block field for seniors (Sem-3) 17th February in Pallium India – MPSW 21st February in TSSS- CD | |
| | 22nd February- Reporting & Evaluation for Sem-3 | |
| March 2018 | 12 March -10:30am -Open House for Semester-III | |
| | 21 st March- International Symposium on “Peace and Happiness” | LIPI & Magnus Karlsson, Ersta Skondal |
| | 27 March - 1:30pm -Open house for Sem-I | |
| April 2018 | April 16 - May 16 2018 - Block and Summer Placement for Sem-II | |

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| May 2018 | April 5- May 5, 2018 Summer Placement (Specialisation) for Sem-IV | |
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Sonny Jose

16 April 2017

Minutes of the Review and Planning Meeting for June 2016- March 2017

The Annual Evaluation held in April 2016 considered the feedback from various forums including class discussions, staff meetings and the Open House regarding the curricular, co-curricular and extra-curricular activities during the previous year. The following are some of the reflections:

- 1 Fr.Charles explained of his pre-retirement plans; he planned to be available till the end of the classes for Sem-IV (except on Fridays) and simultaneously offered to complete the portions for Sem-II. After a short-spell leave, he offered to join at the beginning of the Sem-III and engage papers for Sem-III; the paper of Sem-I will be taken assisted by a Research Scholar.
- 2 It was decided to approach the Hon. Vice Chancellor regarding reconstituting of the B.o.S being dominated by Sociologists and also notable absence of industry persons.
- 3 Thrust to be given to UGC-NET preparation and inputs as part of the regular class on the respective subjects especially the method subjects considering the success of Rehina, Pallavi, Arya and Adil in qualifying for UGC NET.
- 4 Block Fieldwork and Concurrent Fieldwork dates to be planned and assigned preferably during Sept/Oct and Jan/Feb – Concurrent Fieldwork for first years to be supervised by Francina and Fr.Saji; 3 first year students will be supervised by Dr. Sonny and 2 by Fr. Sabu. Specialisation field work will be supervised by Dr. Sonny and Fr.Sabu.
- 5 Exposure/Field Visits Orientation about MSW in the beginning of Semester –I & IV - details to be planned.
- 6 Need to focus and plan Fieldwork- concurrent and block fieldwork for all semesters; need to consider ground reality based involvement in social action.
- 7 Planning accompaniment of Ersta Skondal Bracke University College Students for their community placements during their international exchange program and field practice during November 2016 – January 2017.
- 8 There was a need to capitalise on commemorating various days of importance so as to showcase the activities of SALT
- 9 It was decided to provide remedial arrangements for Sem-2 students who did not perform as expected as in the fieldwork – possibility of exploring Buddy/Peer Learning Groups. Arif (MSW2014-2016) to be given special attention and follow-up by Fr.Charles Leon (Mentor).
- 10 Review of status of financial status of students and sanctioning scholarship; Rs. 7,000/- each paid out Kiran and Archana for the purpose of study tour from Poor Student Fund and SALT Fund.
- 11 Need for documentation:
 - Considering migration and need for transcripts there was a need to have a format for transcript; mechanism to maintain the data of transcript at the department level linking it with semester wise fieldwork viva.
 - Field work movement register need to be updated regularly
- 12 Policy on common fund of the department; it was decided that the funds collected by SALT activities (e.g. Spandanam and competition wins) will be deposited after audit in the SALT Fund.
- 13 Assignment of Papers for IV and II semester
 - Ecological social Work and Entrepreneurship : Sonny
 - Contemporary Social Work Intervention: Saji
 - Therapeutic Intervention for Social Work :Sonny
 - Development Economics :Sabu

- Social Work Practice and Health : Preetha
- Social Analysis for Social Change : Francina
- Social Psychology and Working with Communities : Preetha and Francina
- Theory and Practice of Counselling : Sonny
- Administration of Human Service Organisation : Sabu
- Social Legislation and Human Rights : Saji
- Social Work Research and statistics : Francina and Angelo

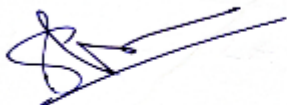
Planning for 2016-2017

| Month | Tentative Dates and Activity Planned | Resource Person |
|-------------|---|--|
| June 2016 | 4 th June Block Placement Presentation by Sem-IV | Adil, Nidheesh and Shine |
| | 5 th June– World Environment Day | |
| | 10 th – 16 th June – Block Summer Placement Presentation of by Sem-II to continue after the class hours | |
| July 2016 | 11 th July – Fieldwork Viva of I years | |
| | 11-17 July- II Internal for Semester- IV. | |
| | 20 July - meeting with students to start Buddy/Peer learning activity | |
| | 23 rd July 2016- Spandanam (SALT Anniversary) | Antony and Kajal - the student's coordinators. |
| | 25 July – 31 August - Arif assigned to remedial 30 day field practice at LF Hospital, Angamaly | Fr.Charles Leon to supervise |
| | 25 th July 2016 at 1:30pm - Evaluation of the Spandanam meeting | Fr.Sabu & Francina |
| August 2016 | 1 st August 2016 – meeting the Vice Chancellor regarding the constitution of Board of studies in Social Work/ Personnel Management | Sonny Jose |

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| September 2016 | Specialisation Exposure Visit- 1-5 Sept <ul style="list-style-type: none"> • 1 September 2016 -Energy Management Centre • 2 September 2016- Kanthari (Forenoon) • 2 September 2016- Pratheeksha (afternoon) • 5 September 2016- Mental Health Center Peroorkada & DMHP | Sonny |
| | 19 Sept – 4 Oct - Block field work study in the III Semester <ul style="list-style-type: none"> • MPSW- Holy Cross, Koovappally MSW- CD- Mysore / Rajamundri | Fr.Charles & Sonny |
| | Review of future and quality: HOD an introspection by the social work Faculty, Distributing a Form “A Roadmap: Our Aspirations and expectations.” | Sonny |
| | 30 th September 2016- Case work Session for Semester-I Students by Dr. Usha. | |
| October 2016 | 3 rd October p.m. - Session on “Philosophy and Core of Social Work” for Semester-I students by Prof. T.S.Thomas. | |
| | 6-15 October 2016 - Thursday and Saturday- Exposure visit for Semester-I in following agencies- <ul style="list-style-type: none"> • VRC • St. Johns’s • Nirmala Sishubhavan • Sree Chithira Poor Home • Mitra Niketan • Central jail • Open Jail • Thanal | |
| | 15 Oct 2016 -15Jan 2017 - Concurrent Fieldwork <ul style="list-style-type: none"> • MPSW- SUT/KIMS/GH/Anathapuri/TB Hospital/PRS • MSW-CD- Rajaji Nagar/TSSS/LES | |
| | 15 th October 2016 – Specialisation Visit for Semester - III to Mental Health Center and DMHP, Peroorkada | |
| | Orientation about MSW in the beginning of Semester I | |
| | Sanctioning scholarship of Rs. 7,000/- each disbursed from Poor Student Fund and SALT Fund. | |
| | 31 st October and 1 st November 2016- Research workshop for Semester-I students | Dr. Remadevi S., Social Scientist Medical College. |

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| November 2016 | 3 rd November 2016 –start of Concurrent Field work of Semester- III. | |
| December 2016 | Orientation for Semester-I students | |
| Jan 2017 | 9 th January 2017 - Second Continuous Assessment for Semester-III; time of exam will be one hour | |
| | 14 th January 2017 – possibility of giving presentation for the PTA on activities by students | |
| | 16 th January 2017, Second Continuous Assessment for Semester-I; time of exam will be two hours | |
| | 18 th January 2017 - Interaction/Seminar with the Swedish student - 9am to 11 am | |
| | 19- 22 January 2017- 8 students to accompany the Swedish students to their respective fields in Korakulam, Avakulam and Cheruvickal | |
| | 29-31 Jan - Mock Viva Voce for III semester and evaluation | |
| February 2017 | 1 st Feb 2017- IV semester class will begin. | |
| | 1-28 Feb Block Field work in Semester-IV <ul style="list-style-type: none"> • MPSW- Amritha IMS, Ernakulam/Little flower, Angamali. • MSW-CD- SOS, Aluva | |
| | 3 rd , 4 th and 5 th February 2017- Field Assignment / Literature review | |
| | 2 nd to 5 th Feb 2017- Psycho-drama participants- Febina, Vani, Brinda, Anithamol, Amrutha, Sanumol, Balalekshmi, Kiran and six others | |
| | 10 th to 13 th Feb 2017- Psycho drama- Participants – Archana, Kajal, Krishnendu, Krishnapriya, Adil, Deepti and Sreeja | |
| | 8Feb 2017- Viva for Seniors (Semester-IV) | |
| | 9 th Feb 2017 – Semester-IV Fieldwork begin. | |

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| | 20 th Monday forenoon will be given to the seniors for finalising the papers for International Symposium on Public Administration and Local Governance | |
| | 22 nd Feb 2017- Viva Voce for Semester –I in two Panels : <ul style="list-style-type: none"> • Dr. Sonny & Ms. Preetha • Ms. Francina and Fr. Sabu | |
| | 23 rd Feb 2017 – International Symposium on Public Administration and Local Governance in collaboration with University of Kwazulu-Natal, S. Africa; students from National College and Kariyavattom to be invited. | Dr. Betty M., HoD, University of Kwazulu- Natale, S.Africa & Filipe Woitre, Scholar, Ersta Skondal. |
| | 27 February 2017- Open House and STeF for Semester-III. | |
| April-May 2017 | Summer Block Placement: <ul style="list-style-type: none"> • 18th April to Wednesday -17th May 2017 – Semester –II (I year) • 1st to 30th April / 1st May to 30th May 2017 Semester –IV (II year students) | |




Head, Dept. of Social Work
Loyola College of Social Sciences
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16 April 2016

**LOYOLA COLLEGE OF SOCIAL SCIENCES,
Thiruvananthapuram**



Curriculum Planning and Implementation

**DEPARTMENT OF PERSONNEL MANAGEMENT
ANNUAL PLANS
2016-21**

Department of Personnel Management
Department Level Evaluation & Planning 2021

General Evaluation of the Previous Year- Online Vs Offline

The faculty members experienced the online classes as relatively a good opportunity to cover the portions on time without any distractions. The online mechanisms helped to pool in resources of practicing managers to augment the learning experiences of the students. 11 practicing managers could interact with students on various subjects of relevance. The students also got an opportunity to attend several online programmes during the academic year. The main webinars on various codes were a real insightful inputs for them. The webinar organised by B2B consultants was very comprehensive and relevant for students. One of the challenges experienced in online learning is lack of facility for group exercises. But this could be resolved by learning the break up room facility in zoom. Thanks to Mr. Adrews for facilitating our teachers on the same.

The online internship was altogether a novel experience to all stakeholders like students, faculty and the industrial mentors. We could tap maximum inputs and insights from 20 different organisations. During the period we could also organise 4 webinars on various relevant themes, which was attended by a cross section of people across the country. The resource persons were all experts in the field and we could get a good feedback from the participants of the webinars. All our efforts were possible only with the support of our alumni members. A big thanks to all the beloved alumni members for supporting our efforts in grooming HRM students.

We also used Moodle as a reliable platform for transacting with students during the time of lock down and pandemic. It was again a different experience to the students to interact through such a platform for teaching learning purpose to the full extent. We also organised bridge course to the new batch of 2020, which was found to be very useful for the students. Again the practitioners inputs during the bridge course added value to the whole programme. The offline classes from January onwards got distracted with several college level activities during the season. We could not proceed to cover the portions as we planned.

General Planning for the new Academic Year- Online Vs. Offline

| Sl No | Item | Timeframe |
|-------|--|------------------|
| 1 | <i>Vision and mission of the Dept.</i> Revisit it with student involvement | End of June 2021 |
| 2 | <i>Programme specific outcomes and course outcomes- display on the website and communicate them to teachers and students</i> Correct the wording and format of PSOs. | June 2021 |
| 3 | <i>Syllabus- Curricular Enrichment- Gender, Environment, Human Values, Professional Ethics- Do we have adequate provision?</i> Will Organise a syllabus revision workshop (OBE integrated) | July 2021 |
| 4 | <i>Strategies for assessing the learning levels of students after admission</i> Aby Tella will share the MBTI assessment with mentors concerned Need a College level mechanism to assess the learning levels of students during the beginning of the programme. Expertise of counselling psychology faculty can be used for the same | |
| 5 | <i>Programmes for advanced & Slow Learners</i> | |

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| | Advanced learners can be provided with additional exposure by encouraging to join MOOC, additional internships and Training of Trainers (TOT) experience. The competencies of students can be used to facilitate students of other departments also. This will foster an inter-department collaboration and teamwork. | |
| 6 | <i>The practice of Experiential learning, participative learning and problem-solving methodologies</i> The use of nlist can be promoted by providing assignment based on resources from nlist. SWAYAM courses will be a value addition for learning critical thinking skills. The internships , case studies and mini projects will continue to provide quality platforms for experiential Learning. | |
| 7 | <i>Teachers using ICT & e-learning resources etc</i> All teachers to use zira and moodle to the fullest possible extent. | |
| 8 | <i>Review of the teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals</i> Existing mechanisms such as monthly meeting of dept, STEF and Open house can be continued. | |
| 9 | <i>Decentralised and participative management in the department</i> Delegation of responsibilities among teachers and students is proposed to be a good system. All students will be given one responsibility in turn. | |
| 10 | <i>Any additional facilities required for teaching, learning</i> Purchase of a Simulation Platform will help students to get a real time experience of various management concepts. A facility for ERP training in collaboration with some of the agencies offering the same would be useful. Purchase of a qualitative research data analysis software like atlas.ti is strongly recommended. | |
| 11 | <i>Possibilities for establishing an Eco-system for innovations including incubation centre and other initiatives for creation and transfer of knowledge</i> Collaboration with Start up mission and incubation centres in technopark is suggested. | |
| 12 | <i>Placement- Job Fairs</i> LAMPS can organise a job fair in the campus for graduate students. This will give an opportunity to learn programme management and will serve as a social contribution of students. | |
| 13 | <i>Membership in Professional Associations</i> All students are members of NIPM. The membership in Yi will be also ensured. | Done |
| 14 | <i>Career Orientations- Job Help Desk</i> Strengthen the industry mentoring with the support of alumni. | |
| 15 | <i>Mentoring</i> The system is in place. But many issues of student require the support of a trained counsellor. Hence a college level mechanism to avail the service of a trained counsellor is requested. | |
| 16 | <i>Preparation of CV, Interview Skill, GD Skill, Posting CVs in various sites-</i> The faculty in charge of corporate relations will facilitate the process. | |
| 17 | <i>Extension activities in the neighbourhood community- sensitising students to social issues and holistic development.</i> | |

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| | Collaboration with LES for at least a half day exposure to community in a week is suggested. | |
| 18 | <i>National and international commemorative days, events</i> Observing days like National Productivity day, safety day and ILO day is advised. Also the birthdays of Robert Owen, CK Prahlad and Elton Mayo would be worth commemorating. | |
| 19 | <i>Plan for Organising- National, International Seminars, Workshops etc.</i> One international seminar to be hosted in September with the support to Alumni team. | |
| 20 | <i>Participation in Intercollegiate fests</i> Encourage maximum number of students to participate in fests. A system is in place in the dept for the same. | |
| 21 | <i>Research Guidance & Publication</i> Dr. Angelo Mathew will proceed to apply for Ph.D guideship. At least one publication per faculty in an year is proposed. Advanced learners among student community can be also encouraged for publications. | September, 2021 |
| 22 | <i>NAAC awareness & ongoing activities planning</i> Work in collaboration with IQAC team | |
| 23 | <i>Mentoring reports of last five years</i> Work in progress | June 2021 |
| 24 | <i>Alumni data collection for SSR</i> Work in progress | End of May 2021 |
| 25 | <i>Completing OBE</i> Work As per the schedule of OBE team | |
| 26 | <i>Department Level PTA</i> An online meeting is proposed | End of June |
| 27 | <i>Internal Assessment Schedules</i> As per common schedule | |
| 28 | <i>Internship/Situated Learning Programmes</i> In good progress | |
| 29 | <i>Plan for Collaborations-academic and practice settings</i> Kerala Start up Mission for innovation and incubation support, Alumni UAE chapter for Interhip of students, Aliance and Federal bank for campus placements and ERP agency for ERP training | Next Academic year onwards |
| 30 | <i>Association activities</i> | |
| 31 | <i>Documentation systems</i> Deentralised mechanism involving student support and technologies like Zira | |
| 32 | <i>Research and publication plans</i> | |
| 33 | <i>Matter for Academic Calendar</i> | |
| 34 | Change of board of studies from Social Work to Management studies is proposed | |

| Department of Personnel Management | |
|---|---|
| Annual Planning 2020-21 | |
| June | OS for II Sem |
| June | Internship for IV Sem |
| June last week | Moodle Orientation to III Sem students |
| July | OS presentations |
| July II week | Internship Presentations |
| August I week | Webinar series 1 |
| August II week | Webinar series 2 |
| August Last week | Submission of Dissertations to the university |
| Sept I week | Webinar series 3 |
| Sept and October | Labour Law sessions |
| Sept III week | Webinar series 4 |
| October | Dissertation proposal presentation III Sem |
| Dec | Excel training |
| Dec | Meet the Alumni 1 |
| Jan-21 | Tourism Webinar |
| Jan | Bridge course for new batch |
| Feb | Industrial visits for I Sem |
| Feb I week | II CA for IV Sem |
| Feb II week | PTA meeting |
| Feb last week | Meet the Alumni 2 |
| Feb last week | SPSS training for IV Sem |
| March | Internship for IV Sem |


Dept. of Personnel Management
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| DEPARTMENT OF PERSONNEL MANAGEMENT | |
|---|---|
| Annual Planning 2019-20 | |
| | |
| 03rd to 10th June | II CA exams II Sem |
| Jun-19 | Meet the Alumni series 1 |
| July 1 to 5 | Second CA exams IV sem |
| Jul-15 | Completion of Seminar presentatioins IV sem |
| Jul-19 | Meet the Alumni series 2 |
| 26th July to 7th August | University exams II sem |
| 8th August | Starting of III sem classes |
| 03 Nov to 20th | University Exams IV sem |
| 16th Nov to 20th | I CA exams III sem |
| Oct-19 | LUNCING of Loyola Yi Yuva Chaupal |
| Oct-19 | Meet the Alumni series 3 |
| Dec-19 | Meet the Alumni series 4 |
| 03 Jan to 13 th | University Exams III sem |
| 14th Jan | Starting of IV Sem classes |
| Jan-20 | Seminar on HR in AI era. |
| Jan-20 | Workshop on reskilling |
| Jan-20 | Meet the Entrepreneur |
| Feb-20 | Entrepreneurship Seminar |
| 17th to 24 feb | I CA exams IV sem |
| 23rd to 27th March | II CA exams IV Sem |


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| DEPARTMENT OF PERSONNEL MANAGEMENT | |
|---|---|
| Annual Planning 2018-19 | |
| Aug-18 | Meet the Alumni 1: Mr.AS Gireesh, HR Consultant to Apollo Tyres, Chennai |
| Sep-18 | Attend NIPM Annual Conference |
| Sep-18 | Attend Training programme on Role of Complaints Committees in the Prevention and redressal of Sexual Harassment at Workplace to be organised by NIPM. |
| End of October | I CA exams I sem |
| Nov-18 | Meet the Alumni 2: Mr.Satheesh Pillai, Regional HR/OD Director at Wilhelmsen Ships Services |
| Nov-18 | Interaction with HR faculty members Dr.Biju Varkey and Dr.Neharika Vora of IIM Ahmedabad . |
| Nov-18 | Study Tour to Ahmedabad |
| Nov-18 | Training on Work Place Safety by Mr.Prathapan Nair, from Fire and Rescue department |
| Seond week December | II CA exams I sem |
| Dec-18 | Meet the Alumni 3: Mr. Anoop, Manager HR-Apollo Tyres, Perambra |
| Jnauary first week | Completion of seminar presentations I sem |
| Jan-19 | Meet the Alumni 4: Mr.Abhinand, Manager HR, KPMG. |
| End of January | Universtiy exams I sem |
| 7th Feb | Starting of Second sem classes |
| Feb-19 | Session on social engineering and Cause marketing by Mr. Ram. Kamal, Executive Director of Chakshumathi Assistive Technology Centre |
| End of Feb | Starting of Fourth sem classes |
| Mar-19 | Session on “Nervazhi Project” for the first years at LES given by Mr. Satheeshkumar, retired City Probation Officer |
| 11th to 18th March | I CA exams II sem |

| Dept of Personnel Management | |
|---|---|
| Schedule for Academic year 2017-18 | |
| First week June | Presentation Internship IV sem |
| Second Week June | Presentation OS II sem |
| Second Week June | SPSS training |
| Third week June | Dissertation Presentation (dept) |
| June 14 to 20 | Internal Test 1 Sem 2 |
| June 19, 20&21 | Admission test, GD, Interview |
| June 22&23 | Dissertation Presentation (college) |
| June 26&27 | Job seekers Course Sem4 |
| End of June | Placement Training Session to Sem 2 |
| Second week of July | Internal Test2 Sem 4 |
| 17-07-2017 | Last date for submission of Dissertations to the college |
| 24-07-2017 | Last date for submission of Dissertations to the university |
| July 28 to 30 | Sameeksha Training Sem2 |
| 26 July to 04 August | University exams IV sem |
| Firs week August | Internal Test2 Sem 2 |
| August 16 to 25 | University exams II sem |
| End of August | III sem starts |
| October I week | National Seminar |
| October 13 to 31 | social Project Sem3 |
| October II week | Street Play sem 1 |
| 19 Nov to Dec 4 | Study tour |
| 18-01-2018 | University exams III sem |
| 27-01-2018 | Exams complete |
| 30-01-2018 | IV Sem starts |


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| DEPARTMENT OF PERSONNEL MANAGEMENT | |
|---|---|
| Schedule for Academic year 2016-17 | |
| | |
| JUNE FIRST WEEK | Presentation Internship IV sem |
| JUNE FIRST WEEK | Presentation OS II sem |
| JUNE SECOND WEEK | Dissertation Presentation (common) |
| JUNE THIRD WEEK | Internal Test 1 Sem 2 |
| JUNE THIRD WEEK | Placement Orientation |
| JUNE LAST WEEK | Training Session to Sem 2 |
| JUNE LAST WEEK | submission of second assignments iv sem |
| JULY SECOND WEEK | Internal Test2 Sem 4 |
| JULY THIRD WEEK | Internal Test2 Sem 2 |
| 14TH JULY | submission of dissertations in college |
| JULY FOURTH WEEK | Sameeksha Training Sem2 |
| JULY FOURTH WEEK | Street Play sem 2 |
| 21ST JULY | submission of dissertations to the university |
| 22ND JULY TO 02 AUGUST | University exams IV sem |
| AUGUST SECOND WEEK | University exams II sem |
| AUGUST END | III sem starts |
| OCTOBER I WEEK | National Seminar |
| OCTOBER THIRD WEEK | social Project Sem3 |
| NOVEMBER THIRD WEEK | Study tour iii sem |
| JANUARY THIRD WEEK | University exams III sem |
| JANUARY FOURTH WEEK | IV Sem starts |


 Dept. of Personnel Management
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LOYOLA COLLEGE OF SOCIAL SCIENCES



Curriculum Planning and Implementation

DEPARTMENT OF COUNSELLING PSYCHOLOGY

Annual Plans 2016-21

LOYOLA COLLEGE OF SOCIAL SCIENCES, THIRUVANANTHAPURAM

Department of Counselling Psychology

ANNUAL PLAN 2020- 21

| Month | Activities Planned |
|--|---|
| October 2020 | Mental health week celebration |
| | Webinar 1 |
| | Research presentation |
| March 2020 | Webinar 2 - Family therapy |
| | OBT Out bound training for students |
| Every month | Mentoring |
| Reports every month | IQAC need |
| June 2021 | Webinar 1 Webinar on psychological first aid – Vani Devi |
| | Our responsibility to children activity- Book Handing over ICPS |
| July 2021 | Webinar 2 Substance use awareness – role of mental health professionals |
| August 2021 | Webinar 2 Role of emotional intelligence in handling stress and anxiety |
| 2 internals per semester | Internal exams |
| Regular basis | Moodle – Contents need to be updated in Moodle |
| Regular basis | Internals – for all semesters |
| Based on Covid crisis – need to be planned | Workshops - National |



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LOYOLA COLLEGE OF SOCIAL SCIENCES, THIRUVANANTHAPURAM

Department of Counselling Psychology

ANNUAL PLAN 2019 - 20

| Month | Activities Planned |
|----------|---------------------------------------|
| Jun 2019 | Internship Presentation |
| | 1 st Internal exams – S2 |
| | 1 st Internal Exams – S4 |
| | Practicum for S2 |
| Aug 2019 | NISH Visit S1, S2, S4 |
| Sep 2020 | Theatre for transformation / training |
| Nov 2020 | Field visits - Outreach |
| Dec 2020 | Action research |
| Jan 2020 | Internal examinations |
| | Open house – S2 |
| Feb 2020 | Open house for S4 students |
| | Journal Club |



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LOYOLA COLLEGE OF SOCIAL SCIENCES, THIRUVANANTHAPURAM

Department of Counselling Psychology

ANNUAL PLAN 2018 - 19

| Month | Activities Planned |
|-----------|---|
| Jul 2018 | Field visit to Karuna Sai -Vellnad |
| | Manovignjan 2018 – Psycho fest - to be organized by the department |
| | Dissertation Presentation- Departmental |
| | Outreach - Understanding children – for parents at LES – World vision Programme |
| | Outreach -decisions making and problem solving - LES – World vision programme |
| | Outreach -Stress management training – for women prisoners – Attakulangara Jail |
| | Outreach - Stress management – for parents at LES –World vision Programme |
| | Outreach – Academics staff college |
| Aug 2018 | Internal for S4 |
| | outreach COUNSELLING - Need process and Stress management @ Govt. College for Teacher Education, Thycaud |
| | outreach on COUNSELLING SKILLS @ Govt. College for Teacher Education, Thycaud |
| | Outreach IMPROVING INTERPERSONAL- RELATIONSHIPS for Financial Consultants of HDFC Life, Trivandrum |
| Sept 2018 | Internal for S2 |
| | New batch 2018 – 2020 starts |
| | Induction programme for new batch |
| | Outreach - Attakulangara Jail - Anger management Program for Women prisoners |
| Oct 2019 | Mental health day celebrations. |
| | Academic staff college – Counselling approaches |
| | Academic staff college – Counselling skills |
| Nov 2019 | Students association culmination |
| | National workshop on Understanding client stories: Case conceptualization in Psychological Counselling – Mr. Shiju Joseph and Maya Menon) Assistant Professor, Govt. Women's college) were the resource person. |
| Dec 2019 | Ikigai2k18 – intercollegiate fest to be conducted Internal S1 & S3 |



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LOYOLA COLLEGE OF SOCIAL SCIENCES, THIRUVANANTHAPURAM

Department of Counselling Psychology

ANNUAL PLAN 2017-18

| Month | Activities Planned |
|-----------|--|
| June 2017 | Placement/ Internship Presentation |
| | Outreach Trivandrum Social Service Society |
| | Outreach HealthyFamily |
| | Outreach Counselling and Effective Parenting for Souhridaya |
| | Interaction with Ms. Cladia Zayfert (practicing psychologist, USA) Mr Vikas (Australia) and Mr Bino Jacob (CEO, Techno park) – EPST (Electronic Problem Solving Therapy) _ Its possibilities in Indian context. Venue – JM hall. |
| | Job Seekers Course – S4 |
| July 2017 | Outreach SSP Training – Counselling, Mental health, Emotional Intelligence, |
| | “ManoVigyan” – Psycho fest – Department of Counselling Psychology. |
| Sept 2017 | Programme on Child sex abuse prevention |
| Oct 2017 | Mental health week celebrations |
| | Life skills training |
| | Anti bullying day Awareness |
| Nov 2017 | Community programs – reaching the poor and needy Meals distribution. |
| | Community programs Children’s day program. |
| Dec 2017 | Community programs Christmas celebration at Bethelgram |
| | Community programs Visit To Ananda Nilayam Orphanage |



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LOYOLA COLLEGE OF SOCIAL SCIENCES, THIRUVANANTHAPURAM

Department of Counselling Psychology

ANNUAL PLAN 2016-17

| Month | Activities Planned |
|---------------|---|
| June 2016 | Job seekers course for senior students at Loyola College of social sciences. |
| | Workshop on suicide prevention Stress management |
| July 2016 | Community reach program Attakulangara Central school – II semester students. |
| August 2016 | Community reach program 'Kanivu' to help poor students. |
| November 2016 | Training NLP (self Healing) training |
| | Community reach program Children's day celebration |
| December 2016 | Community reach program Christmas Celebration -Care Home |
| | Outreach -Training for school Counsellors |
| January 2017 | Invited Lecture |
| | Community reach program Counselling an experiential learning |
| | Art of Counselling: Teacher - student Perspective |
| February 2017 | National seminar on Emerging Trends in Cyber Psychology. |
| | Outreach - Emotional Intelligence |
| | Outreach Counselling an experiential learning |
| | Outreach Session on Counselling |
| | Internal exams |



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**LOYOLA COLLEGE OF SOCIAL SCIENCES,
Thiruvananthapuram**



1.1.1. Curriculum Planning and Implementation

DEPARTMENT OF DISASTER MANAGEMENT

ANNUAL PLAN 2021

DEPARTMENT OF DISASTER MANAGEMENT

Annual Planning Report (Jan 2021)

| Month | Activities Planned |
|--|--|
| January | Commencement of the new PG programme. Planning for Exposure Visits to be conducted in Jan and Feb for the first batch of students. |
| February | Planning for Concurrent Field Work and Website Updation, planning for internal assessments to be conducted in Feb and March |
| March | Planning for Block Field Work Placements and Conduct of Invited Lectures, Identification of slow and advanced learners. Commencement of Invited Lectures. |
| April | Planning for conduct of second internals, annual planning of department activities, syllabus modifications of the Integrated MSW syllabus and the Specialisation Courses in the two year MSW programme |
| May 2021 | Facilitate internships and conduct of block placement presentations, conduct of second internals. Planning for constitution of LADS. |
| Jun 2021 | Launching of the Students Association (LADS), identifying resource persons for invited lectures in the second semester, planning for the Connecting the Field with the Classroom Lecture Series of the Dept of DM, Activities for slow and advanced learners |
| Jul 2021 | Inauguration of the Connecting the Classroom with the Field Lecture Series of LADS, Planning for Community Engagement Programmes |
| Aug 2021 | Community Engagement Programme- RTI and Social Security Pensions. Planning for MOU collaborations. |
| Sept 2021 | Revisiting the PSOs and COs and communicate the same to students, either by pasting it on the notice board or circulating in the student Whatsapp group. Also planned to conduct discussion around the same. |
| Oct 2021 (subject to the Covid situation in the state) | In order to facilitate Experiential Learning, the following activities are planned- Organize field visits to disaster affected pockets of Kerala (subject to Covid related restrictions). |
| Oct-Dec 2021 | Proposed to explore possibilities of participation in fests organized by Social Work departments in Kerala, participation in activities organized by National Safety Council, explore possibilities of Loyola organizing a DM Fest in collaboration with colleges and universities with DM specialization. |
| Dec 2021 | In order to plan for placements for students, proposed to identify NGOs in the DRR sector, district wise. Bring them together for a consultation and discussion to explore mutually beneficial partnerships. Invite them to Loyola for this consultation. Funds for this needs to be mobilized. Also envisaged to set up collaborations with KSDMA, NIDM, ILDM, DDMA and explore membership possibilities in Red Cross, UN Roster, National Safety Council, NDMA Volunteership programme. Explore status of IAG and Sphere coordination in the state. Loyola College has taken membership in the IUIN-DRR network hosted by NDMA, New Delhi. |
| Jan 2022 | Develop an enrichment programme on Environment, Ecology, Climate Change OR include as a separate paper in the syllabus. |
| Jan-Mar 2022 | Proposed to hold State Level workshop on Disaster Preparedness Planning and Local Governance/ Deliberating on Curriculum Development for Disaster Management/ in addition to thematic workshops. |

| | |
|------------------------------------|---|
| Ongoing | In order to equip students with research related skills and capabilities, it is planned Initiate reading and literature review process in first semester, Initiate topic selection and methodology identification by end of second semester and encourage paper presentation at seminars and publication. |
| Ongoing | Activities planned for Advanced learners- Give additional activities to fast learners- Eg- Early research initiation /Attending seminars by exploring online possibilities. For Slow learners- Refreshing syllabus along with late admissions/Additional Mentoring Sessions/ Swayam lectures. |
| Ongoing | In order to facilitate community engagement, it was proposed to identify communities for continuous engagement- from different geographical terrain- tribal (Vithura), Coastal (Anchutengu) and others to be explored. Identifying a list of social issues to be engaged with. |
| Ongoing | Proposed to hold National/International Day Celebrations related to disasters and climate change. |
| (Subject to resource availability) | Additional infrastructure facilities- Planned to set up a GIS Lab, and until then to procure at least 4 computers and a printer, install open source software- familiarize students with computer applications. It is also proposed to set up a Demo Emergency Operations Centre- equipment for emergency operations for demo purposes- Fire safety, First Aid, Life jackets and buoys, lighting systems, GPS system etc. May be desirable also from a NAAC point of view. Fund availability for this needs to be worked out- |




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