



# VIVEKANANDA COLLEGE

(GOVT. SPONSORED) (NAAC ACCREDITED GRADE 'A')

## **DEPARTMENT OF ENGLISH**

### **LIST OF ADD-ON COURSES**

1	GENDER VALUES-I
2	GENDER VALUE -II
3	COMMUNICATIVE WRITING SKILLS -I
4	COMMUNICATIVE WRITING SKILLS -II

## **IQAC recommendation**

IQAC, Vivekananda College, Thakurpukur, met on 04 May 2018, to envisage, formulate, and design Add-On Courses, beyond the prescribed Curriculum.

A. It was decided that all the departments of Humanities, Science and Commerce would design and formulate 30 hour Add-On Courses for 2018-19 Academic calendar, as per UGC guidelines.

B. It was decided that the Departments would be free to choose the Courses based on their (subject) relevance, practicality, and feasibility.

C. It was decided that the Departments would have a Course Coordinator, who would design the Course and Course material in consultation with all teachers of the Department.

D. It was decided that each Department would design its format.

E. It was decided that the Departments would be encouraged to use and utilize their resources while formulating the Add-On Courses, rather than relying on Outsourcing.

F. IQAC would send its recommendations to the Principal/TIC for perusal and implementation.

  
24/5/18  
Coordinator  
**I Q A C**  
Vivekananda College  
Kolkata-700 093



# VIVEKANANDA COLLEGE

(GOVT. SPONSORED) (NAAC ACCREDITED GRADE 'A')

Ref. No. \_\_\_\_\_

Date 10/05/18

## Notice

It is hereby notified that Vivekananda College, Thakurpukur, will offer Add-On Courses to All Honours students for the Academic year 2018-19.

Each Department will offer an Add-On Course as per UGC guidelines. Each Course will be structured & overseen by a Course Coordinator, selected from the respective Department. Departmental Heads are requested to take up the matter on an urgent basis.

*H. K. Das*  
10/05/18

Principal  
Vivekananda College  
Thakurpukur, Kol-63

**Vivekananda College, Thakurpukur**

**Department of English**

**Notice**

**Date- 15/05/2018**

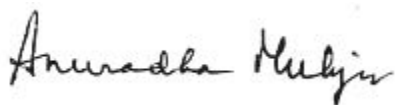
As per the recommendation of IQAC and Principal's notification dated **10.5.2018**, the department will offer Add-On courses to all Honours and B.SC General students from the academic session 2018-2019. The course will be conducted in blended mode.

**Semester I English Honours Semester I B.SC general students will be offered a 30 hours Add-On course on Gender Values I and Communicative Writing Skills-I respectively from November, 2018.**

**Course Coordinators:**

- Gender Values I – Professor Shubhendu Purkait
- Communicative Writing Skills-I for Semester I (B.SC general) – Professor Nabankur Roy

**Certificates would be given to each student at the successful completion of the Course**



Head of the Department

Department of English

## Departmental Meeting

Date: 15.5.2018

### Departmental meeting for selection of Add-On Course and Course Coordinator

A departmental meeting was held on **15.5.2018** to consider the following:

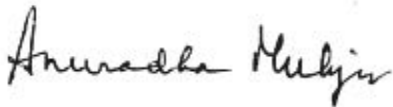
1. Implementation of the Add-On courses as per IQAC recommendations.
2. Classes of 1- or 2-hours duration adding up to 30 hours per course, to be conducted in blended mode for students under CBCS system.
3. To fix course coordinators and other modalities for a smooth implementation of the courses.

### Resolutions

1. As per the recommendation of IQAC and Principal's notification dated **10.5.2018**, the department will offer Add-On courses to all Honours and General students of B.SC, from the academic session 2018-2019. The course will be conducted in the blended mode.
2. It was unanimously decided that the Honours and general students will be offered a 30 hours Add-On course from November, 2018. The departmental teachers unanimously resolved to offer Add-On course to English Honours students on **Gender Values -I for Sem I(H)** and **Gender Values –II for Sem III(H)**. The choice of this “cross-cutting” issue is made not only because of its relevance and urgency at present but also because English Literature Studies has always found itself dealing with Gender and Racial issues within the syllabus.
3. The departmental teachers unanimously resolved to offer Add-On course on **Communicative Writing Skills-I** for Sem I (B.SC general) and **Communicative Writing Skills-II** for Sem III (B.SC general) students from August, 2018.
4. It was decided that the teachers of the department would emphasize the importance of these courses and address the issue to the prospective batches.
5. It was also decided that the Course Coordinator would prepare a comprehensive Course structure/format with all considerations and after consultation with experts in the department and beyond, if possible. The course details would be shared with students interested in the course
6. The departmental teachers unanimously chose the **course coordinators** –
  - Gender Values I – Professor Shubhendu Purkait
  - Gender Values II – Professor Sukanya Sanyal
  - Communicative Writing Skills-I for Semester I (B.SC general) – Professor Nabankur Roy
  - Communicative Writing Skills-II for Semester III (B.SC general) – Professor Goutam Barman
7. The Course Coordinators would enrol, maintain attendance register for enrolled students, frame the syllabus, course structure, apportion syllabus among the teachers of the department.

**8. Certificates would be given to each student at the successful completion of the Course.**

Head of the Department



**Course objective – Gender Values for Honours and General students**

**Course Outcome – Gender Values**

1. The **Gender Values I and II**, programme is designed and structured to enable students understand, analyze, and critically explore new horizons – both inside and outside classrooms.
2. This course will facilitate skills and qualifications for empowerment and employment in research institutions, academics, human resource sector, media and journalism, law, creative productions, and policy making.
3. Students will become better not only in academics; they will have bright career possibilities. Most importantly, they will acquire values and knowledge that will make them better human beings, with a capacity to bring about a positive change wherever they go.

**Course Details for Gender Values: Odd Semesters**

**Semester 1**

1. Theoretical exposure: Meaning of Gender, Difference between Gender & sex, Gender stereotypes, Implication of Gender stereotypes in public discourse.
2. The notion of Equality and Justice. Women's Rights.

**Semester 3**

3. Critical tools of analysis – using critical tools and setting perspectives.
4. Why is Gender studies/ Values important? History of Feminist Movement in the West.
5. Significance of Feminist studies in the National context.
6. Special focus on Women's Writing in India and the West. Finding Women's Voices.

**Reading List for the Course**

1. Mary Wollstonecraft: *A Vindication of the Rights of Woman*
2. Selections from the Works of Mary Astell – *Reflections upon Marriage*
3. Selections from the Works of Hannah More – *Strictures* (1799)
4. Selections from Jean Jacques Rousseau's *Emilius and Sophia* (1762)
5. Begum Rokeya: *Sultana's Dream*
6. Selections from History of Early Feminists in India – Selections from Feminist studies in 19<sup>th</sup> Century Maharashtra and Bengal.
7. Short Stories of Ismat Chughtai.
8. Short Stories of Mahasweta Devi.
9. Life Narrative of Bengali Women in Theatre – Binodini Dasi- *Amar Abhinetri Jibon*.
10. Life Narratives & Autobiographies of middle-class Bengali ladies –
  - a) Rassundari Devi- *Amar Jiban*.
  - b) Swarnakumari Devi (Tagore) *Essays & Works*
11. Virginia Woolf – *A Room of One's Own*
12. Simone de Beauvoir: *The Second Sex*
13. Ania Loomba: *Gender, Race, Renaissance drama*
14. Chimamanda Ngozi Adiche- *We Should All Be Feminists* (2014)
15. Ritu Sen Chaudhuri – *Naribaader Nana Paath* (Ananda Publishers)

### **Communicative Writing Skills – For B.SC General students**

**Written communication** is the exchange of information, ideas, or messages through written language in the form of letters, emails, notes, and much more. Written Communication involves expressing with clarity; using language with precision; constructing a logical argument; note taking, editing, summarizing; and writing reports.

Although the core course prescribed by UGC and University of Calcutta addresses these issues, more emphasis and precision is required to achieve the desired goal.

### **Course Objective – Communicative Writing Skills**

1. To train students in most effective written communication that is useful in the daily life and offices
2. To train students to write correctly and effectively.
3. To teach students the three main elements of effective written communication:
  - Structure – the way the content is laid out.
  - Style – the way it is written.
  - Content – what one is writing about.
4. Structure and layout can be learnt quickly but learning how to write good quality content takes much longer. Hence, emphasis on Clarity of thought, Identification of key points, stress on logical thinking and order.

5. To train students to write summaries, synopsis, precis in order to facilitate clarity of thought and logic.
6. To train them in the basics of office requirements such as letter writing, writing resume and updating them, electronic mails, writing notes, noting proceedings of meetings,
7. To train students in order to raise their employability standards, thus ensuring a bright career in any field/discipline.

#### **Course Outcome**

1. Effective communication both verbal and written is an asset for all. Communicative Writing Skills increases the employability quotient, by providing young adults an extra edge over the less proficient.
2. A thorough training in effective writing will hone flexibility, influencing power, negotiation skills.
3. Effective communicative writing leads to analytical and problem-solving skills, which are great qualities to acquire in any discipline and/or career.
4. The employable student in any discipline is bound to succeed in their target/objective once they are equipped with the armour of writing skill.

#### **Course Details**

##### **Semester 3 - Improving the language**

1. Summary, substance, Precis writing – practice
2. Essays
3. Logical thinking and writing in order
4. Learning the power of written language and rectifying errors

##### **Semester 5 – Developing specific skills**

1. Writing resume, letter, mail, notes, records
2. Writing responsibly on public platforms, digital platforms
3. Developing professionalism in written communication
4. How to use written language effectively in problem - solving and analytical skills.

#### **Reading list:**

**To be decided by Course Coordinators and teachers – this course is primarily based on practice.**



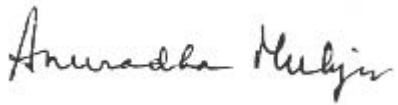
To,  
The Principal  
Vivekananda College  
Thakurpukur  
Kolkata-63

**SUBJECT: INTIMATION LETTER FOR ADD-ON COURSE**

Respected Sir,

We request you to accept this as an intimation letter with reference to your letter dated 10.05.2018. A departmental meeting was held on 15.5.2018 with reference to the notice provided by you and the IQAC coordinator dated 04.05.2018. In the meeting we have decided to offer the Add-on Courses on **Gender Values I to Sem 1 (H)** and **Communicative Skills-I** to B.SC general students for the current session 2018-2019.

Sincerely Yours,



Dr. Anuradha Mukherjee  
H.O.D  
Department of English

## **Vivekananda College, Thakurpukur**

### **Department of English**

#### **Course Structure and Allotment of syllabus for Add-on course in Gender Values -**

##### **1**

Meaning of gender –Prof. Subhendu Purkait

Difference between gender and sex- Prof. Goutam Barman

Gender stereotypes – Prof. Sukanya Sanyal

Implication of gender stereotypes in public discourse – Prof. Nabankur Roy

The notion of equality and justice, women's rights –Dr. Anuradha Mukherlee

#### **Allotment of syllabus for Add-on course in Gender values -2**

##### **Critical tools of analysis -**

Women's debates- Prof. Subhendu Purkait

Gender and class - Prof. Sukanya Sanyal

Interpretation of oral narratives - Dr. Anuradha Mukherlee

Gender as a cultural construct- Prof. Nabankur Roy

Representations, myths, images, etc. in literature - Prof. Goutam Barman

History of feminist movements in the West- Prof. Goutam Barman, Prof. Subhendu Purkait and Prof. Nabankur Roy

#### **Course Structure and Allotment of syllabus for Add-on course on Communicative Writing Skills – For LCC- L1 and L2 (General students)**

##### **Course Details**

##### **Semester 3 - Improving the language**

1. Summary, substance, Precis writing – practice: Dr. Anuradha Mukherjee

2. Essays: Prof. Subhendu Purkait
3. Logical thinking and writing in order: Prof. Goutam Barman
4. Learning the power of written language and rectifying errors: Prof. Nabankur Roy

#### **Semester 5 – Developing specific skills**

1. Writing resume, letter, mail, notes, records: Prof. Goutam Barman
2. Writing responsibly on public platforms, digital platforms: Prof. Subhendu Purkait
3. Developing professionalism in written communication; Prof. Nabankur Roy
4. How to use written language effectively in problem - solving and analytical skills: Dr. Anuradha Mukherjee

#### **Reading list:**

**To be decided by Course Coordinators and teachers – this course is primarily based on practice.**

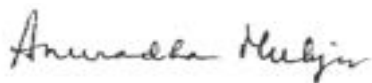
**Vivekananda College**

**Department of English**

**Offline Class Routine for Add- on course on Gender Value 1 for Sem 1, Hons and Online Class Routine for Communicative Writing Skills-I for B.SC general students in 2018-2019**

*Timing of the class: 3 pm to 5 pm on the following dates:*

Date	Offline class for Sem I (H)	Online class for Sem I (B.SC General)
03.11.2018	Prof.SS	Prof NR
10.11.2018	Prof. GB	Prof.SS
17.11.2018	Prof NR	Prof. GB
24.11.2018	Prof. SS	Prof NR
01.12.2018	Dr.AM	Prof. SP
08.12.2018	Prof.SS	Prof.SS
15.12.2018	Prof. SP	Dr.AM
22.12.2018	Prof. GB	Prof NR
05.01.2019	Dr. AM	Prof. SP
12.01.2019	Prof. SS	Prof. GB
19.01.2019	Prof. NR	Prof. SP
02.02.2019	Dr. AM	Prof. GB
09.02.2019	Prof.NR	Prof. SP
16.02.2019	Prof.GB	Prof NR
23.02.2019	Prof.SP	Prof. GB
02.03.2019	Dr.AM	Prof. SS
09.03.2019	Prof.NR	Prof. SS
16.03.2019	Prof. SP	Prof. GB
23.03.2019	Dr.AM	Prof. SP
30.03.2019	Prof.SP	Prof NR



Head of the Department

## IQAC recommendation

IQAC, Vivekananda College, Thakurpukur, met on 03 May 2019, to envisage, formulate, and design Add-On Courses, beyond the prescribed Curriculum.

A. It was decided that all the departments of Humanities, Science and Commerce would design and formulate 30 hour Add-On Courses for 2019-20 Academic calendar, as per UGC guidelines.

B. It was decided that the Departments would be free to choose the Courses based on their (subject) relevance, practicality, and feasibility.

C. It was decided that the Departments would have a Course Coordinator, who would design the Course and Course material in consultation with all teachers of the Department.

D. It was decided that each Department would design its format.

E. It was decided that the Departments would be encouraged to use and utilize their resources while formulating the Add-On Courses, rather than relying on Outsourcing.

F. IQAC would send its recommendations to the Principal/TIC for perusal and implementation.

  
03/5/19  
Coordinator  
IQAC  
Vivekananda College  
Ph. No. 700 063



# VIVEKANANDA COLLEGE

(GOVT. SPONSORED) (NAAC ACCREDITED GRADE 'A')

Ref. No. \_\_\_\_\_

Date 08.5.19

## Notice

It is hereby notified that Vivekananda College, Thakurpukur, will offer Add-On Courses to All Honours students for the Academic year 2019-20.

Each Department will offer an Add-On Course as per UGC guidelines. Each Course will be structured & overseen by a Course Coordinator, selected from the respective Department. Departmental Heads are requested to take up the matter on an urgent basis.

*Hkpoddar*  
08.5.19

Principal  
Vivekananda College  
Thakurpukur Kol-63

**Vivekananda College, Thakurpukur**

**Department of English**

**Notice**

**Date- 14/05/2019**

As per the recommendation of IQAC and Principal's notification dated **08.5.2019**, the department will offer Add-On courses to all Honours and General students who have LCC component, from the academic session 2019-2020. The course will be conducted in blended mode.

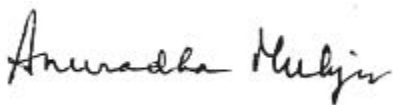
**Semester I and III Honours students will be offered a 30 hours Add-On course on Gender Values I & II, from August, 2019.**

**Semester I & 3 B.SC general students will be offered Add-On course on Communicative Writing Skills I & II respectively from August, 2019.**

**Course Coordinators:**

- Gender Values I – Professor Shubhendu Purkait
- Gender Values II – Professor Sukanya Sanyal
- Communicative Writing Skills for Semester I – Professor Nabankur Roy
- Communicative Writing Skills for Semester III – Professor Goutam Barman

**Certificates would be given to each student at the successful completion of the Course.**



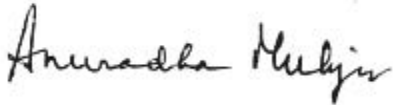
Head of the Department

Department of English

**Departmental Meeting**

**Date- 14/05/2019**

A departmental meeting was held on **14.5.2019** where the teachers of the department unanimously resolved to continue with the courses on Gender Values I & II and Communicative Writing Skills as decided in the meeting dated on 15.05.2018.

A handwritten signature in black ink, reading "Anuradha Mulgi". The signature is written in a cursive style with a large initial 'A'.

Head of the Department

Department of English



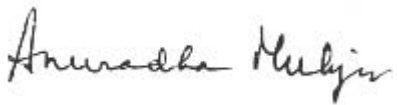
To,  
The Principal  
Vivekananda College  
Thakurpukur  
Kolkata-63

**SUBJECT: INTIMATION LETTER FOR ADD-ON COURSE**

Respected Sir,

We request you to accept this as an intimation letter with reference to your letter dated 08.05.2019. A departmental meeting was held on 14.5.2019 with reference to the notice provided by you and the IQAC coordinator dated 03.05.2019. In the meeting we have decided to offer the Add-on Courses on **Gender Values I to Sem 1 (H), Gender Values II to Sem III(H), Communicative Writing Skills-I to Sem I (B.SC general ) and Communicative Writing Skills-II to Sem III (B.SC general )** students for the current session 2019-2020.

Sincerely Yours,



Dr. Anuradha Mukherjee  
H.O.D  
Department of English

## **Vivekananda College, Thakurpukur**

### **Department of English**

#### **Course Structure and Allotment of syllabus for Add-on course in Gender Values -**

##### **1**

Meaning of gender –Prof. Subhendu Purkait

Difference between gender and sex- Prof. Goutam Barman

Gender stereotypes – Prof. Sukanya Sanyal

Implication of gender stereotypes in public discourse – Prof. Nabankur Roy

The notion of equality and justice, women's rights –Dr. Anuradha Mukherlee

#### **Allotment of syllabus for Add-on course in Gender values -2**

##### **Critical tools of analysis -**

Women's debates- Prof. Subhendu Purkait

Gender and class - Prof. Sukanya Sanyal

Interpretation of oral narratives - Dr. Anuradha Mukherlee

Gender as a cultural construct- Prof. Nabankur Roy

Representations, myths, images, etc. in literature - Prof. Goutam Barman

History of feminist movements in the West- Prof. Goutam Barman, Prof. Subhendu Purkait and Prof. Nabankur Roy

#### **Course Structure and Allotment of syllabus for Add-on course on Communicative Writing Skills – For LCC- L1 and L2 (General students)**

##### **Course Details**

##### **Semester 3 - Improving the language**

1. Summary, substance, Precis writing – practice: Dr. Anuradha Mukherjee

2. Essays: Prof. Subhendu Purkait
3. Logical thinking and writing in order: Prof. Goutam Barman
4. Learning the power of written language and rectifying errors: Prof. Nabankur Roy

#### **Semester 5 – Developing specific skills**

1. Writing resume, letter, mail, notes, records: Prof. Goutam Barman
2. Writing responsibly on public platforms, digital platforms: Prof. Subhendu Purkait
3. Developing professionalism in written communication; Prof. Nabankur Roy
4. How to use written language effectively in problem - solving and analytical skills: Dr. Anuradha Mukherjee

#### **Reading list:**

**To be decided by Course Coordinators and teachers – this course is primarily based on practice.**

**CLASS ROUTINE FOR ADD-ON COURSE ON GENDER VALUES-I & II,**  
**COMMUNICATIVE WRITING SKILLS-I & II**

**2019-2020**

Saturday	3pm-5 pm Sem I (H) (Offline)	3pm-5 pm Sem III (H) (Offline)	3pm-5 pm Sem I B.SC (G) (Online)	3pm-5 pm Sem III B.SC (G) (Online)	7.30 pm-9.30 pm (Online)
1 <sup>st</sup> Week	AM	SP	NR	GB	SS (Sem I-H)
2 <sup>nd</sup> Week	GB	NR	SP	AM	
3 <sup>rd</sup> Week	SP	GB	AM	SP	SS(Sem III-H)
4 <sup>th</sup> Week	NR	AM	GB	NR	

- There will be no classes on the 5<sup>th</sup> Saturday of a month.
- Classes will be in blended mode.

**SEM I (H): GENDER VALUES-I**

**SEM III(H): GENDER VALUES- II**

**SEM I (B.SC G): COMMUNICATIVE WRITING SKILLS-I**

**SEM III (B.SC G): COMMUNICATIVE WRITING SKILLS-I I**

*Anuradha Kulkarni*

**Head of the Department**

**Department of English**

### IQAC recommendation

IQAC, Vivekananda College, Thakurpukur, met on 14/Sept/2021, to envisage, formulate and design Add-On Courses, beyond prescribed Curriculum

A. It was decided that all the departments of Humanities, Science and Commerce would design and formulate 30 hour Add-On Courses for the session 2021-22, Academic calendar, as per UGC guidelines.

B. It was decided that the Departments would be free to choose the Courses on the basis of their (subject) relevance, practicality and feasibility.

C. It was decided that the Departments would have a Course Coordinator, who would design the Course and Course materials, in consultation with all teachers of the Department.

D. It was decided that each Department would design its own format; and could follow a blended mode of instruction.

E. It was decided that the Departments would be encouraged to use and utilize their own resources while formulating the Add-On Courses, rather than relying on Outsourcing.

F. IQAC would send its recommendations to the Principal/TIC for perusal and implementation.

  
14/09/21  
Co-ordinator  
IQAC  
Vivekananda College  
Kolkata-700 063



# VIVEKANANDA COLLEGE

(GOVT. SPONSORED) (NAAC ACCREDITED GRADE 'A')

Ref. No. \_\_\_\_\_

Date 21/9/21

## Notice

It is hereby notified that Vivekananda College, Thakurpukur, will offer Add-On Courses to All Honours students for the Academic year 2021- 22.

Each Department will offer an Add-On Course as per UGC guidelines. Each Course will be structured & overseen by a Course Coordinator, selected from the respective Department. Departmental Heads are requested to take up the matter on an urgent basis.

*thp*  
21/9/21

Principal  
Vivekananda College  
Thakurpukur, Kol-63

**Vivekananda College, Thakurpukur**

**Department of English**

**Notice**

**Date- 28/09/2021**

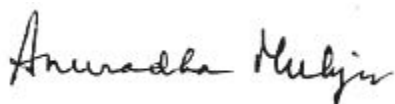
As per the recommendation of IQAC and Principal's notification dated **21.09.2021**, the department will offer Add-On courses to all Honours and General students who have LCC component, from the academic session 2021-2022. The course will be conducted in blended mode.

**Gender Values I to Sem 1 (H), Gender Values I to Sem III (H) of 2020-21 Batch and Gender Values II to Sem V(H) of 2019-20 Batch, Communicative Writing Skills-I to Sem I (B.SC general), Communicative Writing Skills-I to Sem III(B.SC general) of 2020-21 Batch and Communicative Writing Skills-II to Sem V(B.SC general) of 2019-20 Batch from November, 2021.**

**Course Coordinators:**

- Gender Values I – Professor Shubhendu Purkait
- Gender Values II – Professor Sukanya Sanyal
- Communicative Writing Skills for Semester I– Professor Nabankur Roy
- Communicative Writing Skills for Semester III – Professor Goutam Barman

**Certificates would be given to each student at the successful completion of the Course.**



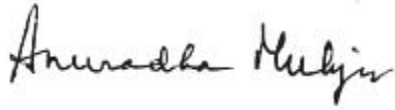
Head of the Department

Department of English

## Departmental Meeting

**Date: 28.09.2021**

A departmental meeting was held online on **28.09.2021** where the teachers of the department unanimously resolved to continue with the courses on Gender Values I & II and Communicative Writing Skills as decided in the meeting dated on 15.05.2018.

A handwritten signature in black ink, appearing to read 'Anuradha Mulya', written in a cursive style.

Head of the Department

Department of English



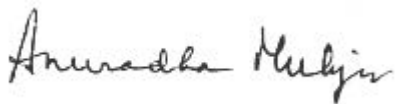
To,  
The Principal  
Vivekananda College  
Thakurpukur  
Kolkata-63

**SUBJECT: INTIMATION LETTER FOR ADD-ON COURSE**

Respected Sir,

We request you to accept this as an intimation letter with reference to your letter dated 21.09.2021. A departmental meeting was held on 28.09.2021 with reference to the notice provided by you and the IQAC coordinator dated 14.09.2021. In the meeting we have decided to offer the Add-on Courses on **Gender Values I to Sem 1 (H), Gender Values I to Sem III (H) of 2020-21 Batch and Gender Values II to Sem V(H) of 2019-20 Batch, Communicative Writing Skills-I to Sem I (B.SC general), Communicative Writing Skills-I to Sem III(B.SC general) of 2020-21 Batch and Communicative Writing Skills-II to Sem V(B.SC general) of 2019-20 Batch** students for the current session 2021-2022.

Sincerely Yours,



Dr. Anuradha Mukherjee  
H.O.D  
Department of English

## **Vivekananda College, Thakurpukur**

### **Department of English**

#### **Course Structure and Allotment of syllabus for Add-on course in Gender Values -**

##### **1**

Meaning of gender –Prof. Subhendu Purkait

Difference between gender and sex- Prof. Goutam Barman

Gender stereotypes – Prof. Sukanya Sanyal

Implication of gender stereotypes in public discourse – Prof. Nabankur Roy

The notion of equality and justice, women's rights –Dr. Anuradha Mukherlee

#### **Allotment of syllabus for Add-on course in Gender values -2**

##### **Critical tools of analysis -**

Women's debates- Prof. Subhendu Purkait

Gender and class - Prof. Sukanya Sanyal

Interpretation of oral narratives - Dr. Anuradha Mukherlee

Gender as a cultural construct- Prof. Nabankur Roy

Representations, myths, images, etc. in literature - Prof. Goutam Barman

History of feminist movements in the West- Prof. Goutam Barman, Prof. Subhendu Purkait and Prof. Nabankur Roy

#### **Course Structure and Allotment of syllabus for Add-on course on Communicative Writing Skills – For LCC- L1 and L2 (General students)**

##### **Course Details**

##### **Semester 3 - Improving the language**

1. Summary, substance, Precis writing – practice: Dr. Anuradha Mukherjee

2. Essays: Prof. Subhendu Purkait
3. Logical thinking and writing in order: Prof. Goutam Barman
4. Learning the power of written language and rectifying errors: Prof. Nabankur Roy

#### **Semester 5 – Developing specific skills**

1. Writing resume, letter, mail, notes, records: Prof. Goutam Barman
2. Writing responsibly on public platforms, digital platforms: Prof. Subhendu Purkait
3. Developing professionalism in written communication; Prof. Nabankur Roy
4. How to use written language effectively in problem - solving and analytical skills: Dr. Anuradha Mukherjee

#### **Reading list:**

**To be decided by Course Coordinators and teachers – this course is primarily based on practice.**

**CLASS ROUTINE FOR ADD-ON COURSE ON GENDER VALUES-I & II,**  
**COMMUNICATIVE WRITING SKILLS-I & II**

**2021-2022**

<b>Saturday</b>	<b>3pm-5 pm Gender Value-I (Online)</b>	<b>3pm-5 pm Gender Value-II (Online)</b>	<b>3pm-5 pm COMMUNICATIVE WRITING SKILLS-I (Online)</b>	<b>3pm-5 pm COMMUNICATIVE WRITING SKILLS-II (Online)</b>	<b>7.30 pm- 9.30 pm (Online)</b>
<b>1<sup>st</sup> Week</b>	<b>AM</b>	<b>SP</b>	<b>NR</b>	<b>GB</b>	<b>SS (Sem I&amp;III-H)</b>
<b>2<sup>nd</sup> Week</b>	<b>GB</b>	<b>NR</b>	<b>SP</b>	<b>AM</b>	
<b>3<sup>rd</sup> Week</b>	<b>SP</b>	<b>GB</b>	<b>AM</b>	<b>SP</b>	<b>SS(Sem V-H)</b>
<b>4<sup>th</sup> Week</b>	<b>NR</b>	<b>AM</b>	<b>GB</b>	<b>NR</b>	

- There will be no classes on the 5<sup>th</sup> Saturday of a month.
- Classes will be in blended mode.

**SEM I & III (H): GENDER VALUES-I**

**SEM V (H): GENDER VALUES- II**

**SEM I & III (B.SC G): COMMUNICATIVE WRITING SKILLS-I**

**SEM V(B.SC G): COMMUNICATIVE WRITING SKILLS-I I**

*Anuradha Mulya*

**Head of the Department**

**Department of English**

### **IQAC recommendation**

IQAC, Vivekananda College, Thakurpukur, met on 18/June/2022, to envisage, formulate and design Add-On Courses, beyond prescribed Curriculum. The IQAC has also decided to organise a program on staff training:

- A. It was decided that all the departments of Humanities, Science and Commerce would design and formulate 30 hour Add-On Courses for 2022-23, Academic calendar, as per UGC guidelines.
- B. It was decided that the Departments would be free to choose the Courses on the basis of their (subject) relevance, practicality and feasibility.
- C. It was decided that the Departments would have a Course Coordinator, who would design the Course and Course materials, in consultation with all teachers of the Department.
- D. It was decided that each Department would design their own format; and could follow a blended mode of instruction.
- E. It was decided that the Departments would be encouraged to use and utilize their own resources while formulating the Add-On Courses, rather than relying on Outsourcing.
- F. IQAC would send its recommendations to the Principal/TIC for perusal and implementation.
- G. The IQAC would also organise a Staff Training programme - 'Effective Working Style' Conducted by IPE Of Professional Excellence On 25th June 2022 .



*Co-ordinator*  
**I Q A C**  
Vivekananda College  
Kolkata-700 063



# VIVEKANANDA COLLEGE

(GOVT. SPONSORED) (NAAC ACCREDITED GRADE 'A')

Ref. No.....

Date.....

## Notice

It is hereby notified that Vivekananda College, Thakurpukur, will offer Add-On Courses to All Honours students for the Academic year 2022-23.

Each Department will offer an Add-On Course as per UGC guidelines. Each Course will be structured & overseen by a Course Coordinator, selected from the respective Department. Departmental Heads are requested to take up the matter on an urgent basis.

*Handwritten signature*  
24/6/22

Principal

Principal  
Vivekananda College  
Thakurpukur, Kol-53

**Vivekananda College, Thakurpukur**

**Department of English**

**Notice**

**Date- 28/06/2022**

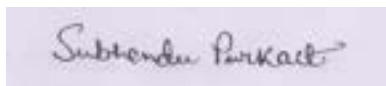
As per the recommendation of IQAC and Principal's notification dated **24.06.2022**, the department will offer Add-On courses to all Honours and General students who have LCC component, from the academic session 2022-2023. The course will be conducted in blended mode.

**Gender Values I to Sem 1 (H), Gender Values II to Sem V (H) of 2020-21 Batch and Gender Values II to Sem III (H) of 2021-22 Batch, Communicative Writing Skills-I to Sem I (B.SC general), Communicative Writing Skills-II to Sem V(B.SC general) of 2020-21 Batch and Communicative Writing Skills-II to Sem III(B.SC general) of 2021-22 Batch from August 2022.**

**Course Coordinators:**

- Gender Values I – Professor Shubhendu Purkait
- Gender Values II – Professor Sukanya Sanyal
- Communicative Writing Skills for Semester I – Professor Nabankur Roy
- Communicative Writing Skills for Semester III – Professor Goutam Barman

**Certificates would be given to each student at the successful completion of the Course.**



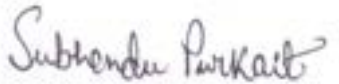
Head of the Department

Department of English

### Departmental Meeting

**Date: 28.06.2022**

A departmental meeting was held online on **28.06.2022** where the teachers of the department unanimously resolved to continue with the courses on Gender Values I & II and Communicative Writing Skills as decided in the meeting dated on 15.05.2018.

A handwritten signature in dark ink, reading "Subhendu Purkait". The signature is written in a cursive style with a long horizontal stroke at the end.

Head of the Department

Department of English



To,  
The Principal  
Vivekananda College  
Thakurpukur  
Kolkata-63

**SUBJECT: INTIMATION LETTER FOR ADD-ON COURSE**

Respected Sir,

We request you to accept this as an intimation letter with reference to your letter dated 24.06.2022. A departmental meeting was held on 28.06.2022 with reference to the notice provided by you and the IQAC coordinator dated 18.06.2022. In the meeting we have decided to offer the Add-on Courses on **Gender Values I to Sem 1 (H), Gender Values II to Sem V (H) of 2020-21 Batch and Gender Values II to Sem III (H) of 2021-22 Batch, Communicative Writing Skills-I to Sem I (B.SC general), Communicative Writing Skills-II to Sem V(B.SC general) of 2020-21 Batch and Communicative Writing Skills-II to Sem III(B.SC general) of 2021-22 Batch** students for the current session 2022-2023.

Sincerely Yours,



Prof. Subhendu Purkait  
H.O.D  
Department of English

## **Vivekananda College, Thakurpukur**

### **Department of English**

#### **Course Structure and Allotment of syllabus for Add-on course in Gender Values -**

##### **1**

Meaning of gender –Prof. Subhendu Purkait

Difference between gender and sex- Prof. Goutam Barman

Gender stereotypes – Prof. Sukanya Sanyal

Implication of gender stereotypes in public discourse – Prof. Nabankur Roy

The notion of equality and justice, women's rights –Dr. Anuradha Mukherlee

#### **Allotment of syllabus for Add-on course in Gender values -2**

##### **Critical tools of analysis -**

Women's debates- Prof. Subhendu Purkait

Gender and class - Prof. Sukanya Sanyal

Interpretation of oral narratives - Dr. Anuradha Mukherlee

Gender as a cultural construct- Prof. Nabankur Roy

Representations, myths, images, etc. in literature - Prof. Goutam Barman

History of feminist movements in the West- Prof. Goutam Barman, Prof. Subhendu Purkait and Prof. Nabankur Roy

#### **Course Structure and Allotment of syllabus for Add-on course on Communicative Writing Skills – For LCC- L1 and L2 (General students)**

##### **Course Details**

##### **Semester 3 - Improving the language**

1. Summary, substance, Precis writing – practice: Dr. Anuradha Mukherjee

2. Essays: Prof. Subhendu Purkait
3. Logical thinking and writing in order: Prof. Goutam Barman
4. Learning the power of written language and rectifying errors: Prof. Nabankur Roy

#### **Semester 5 – Developing specific skills**

1. Writing resume, letter, mail, notes, records: Prof. Goutam Barman
2. Writing responsibly on public platforms, digital platforms: Prof. Subhendu Purkait
3. Developing professionalism in written communication; Prof. Nabankur Roy
4. How to use written language effectively in problem - solving and analytical skills: Dr. Anuradha Mukherjee

#### **Reading list:**

**To be decided by Course Coordinators and teachers – this course is primarily based on practice.**

**CLASS ROUTINE FOR ADD-ON COURSE ON GENDER VALUES-I & II,**  
**COMMUNICATIVE WRITING SKILLS-I & II**

**2022-2023**

<b>Saturday</b>	<b>3pm-5 pm Gender Value-I (Offline)</b>	<b>3pm-5 pm Gender Value-II (Online)</b>	<b>3pm-5 pm COMMUNICATIVE WRITING SKILLS-I (Online)</b>	<b>3pm-5 pm COMMUNICATIVE WRITING SKILLS-II (Online)</b>	<b>7.30 pm- 9.30 pm (Online)</b>
<b>1<sup>st</sup> Week</b>	<b>AM</b>	<b>SP</b>	<b>NR</b>	<b>GB</b>	<b>SS (Sem I-H)</b>
<b>2<sup>nd</sup> Week</b>	<b>GB</b>	<b>NR</b>	<b>SP</b>	<b>AM</b>	
<b>3<sup>rd</sup> Week</b>	<b>SP</b>	<b>GB</b>	<b>AM</b>	<b>SP</b>	<b>SS(Sem III&amp;V-H)</b>
<b>4<sup>th</sup> Week</b>	<b>NR</b>	<b>AM</b>	<b>GB</b>	<b>NR</b>	

- There will be no classes on the 5<sup>th</sup> Saturday of a month.
- Classes will be in blended mode.

**SEM I (H): GENDER VALUES-I**

**SEM III& V (H): GENDER VALUES- II**

**SEM I (B.SC G): COMMUNICATIVE WRITING SKILLS-I**

**SEM III&V(B.SC G): COMMUNICATIVE WRITING SKILLS-I I**



**Head of the Department**

**Department of English**