



PROGRAMME SPECIFICATION
B. A. IN ENGLISH LANGUAGE TEACHING
DEPARTMENT OF ENGLISH
FACULTY OF LETTERS, UNIVERSITAS NEGERI MALANG

1.	Awarding Institution	UM (<i>Universitas Negeri Malang</i>)
2.	Program Title	B.A. in English Language Teaching (ELT)
3.	Final Award	<i>Sarjana Pendidikan (S.Pd.)</i>
4.	Professional or Statutory Body of Accreditation	Indonesian National Accreditation Agency for Higher Education (<i>Badan Akreditasi Nasional Perguruan Tinggi – BAN PT</i>) → A (No. 139/BAN-PT/Akred/S/IV/2015)
5.	Languages of Instruction	English (86%, 126 credits out of 146 credits) Indonesian (13.67%, 20 credits out of 146 credits)
6.	Mode of Study	Blended Learning, Cooperative Learning, Student Active Learning
7.	Study Duration	Minimum: 3.5 years Maximum: 7 years
8.	Entry Requirements	Graduating from senior high schools Graduating from vocational high schools Graduating from three-year non-degree English programs Passing the national university entrance examination
9.	Program Vision	To become a center of excellence providing ICT-based higher education that is responsive to global advancements in the fields of education and ELT
10.	Program Mission	<ul style="list-style-type: none"> a. To provide effective student-centered and ICT-based higher education in the field of ELT; b. To promote research in the field of ELT for the development of knowledge and the welfare of the community; c. To conduct community services in the field of ELT for the empowerment of the community; d. To establish reputable management, accountability, and image nationally and internationally
11.	Program Objectives	<ul style="list-style-type: none"> a. To produce intelligent, virtuous, and independent professionals in the field of ELT; b. To produce outstanding scientific and creative works in the field of ELT; c. Facilitate community services in the field of ELT to promote an independent, productive and prosperous community; d. Ensure the effective, efficient, and accountable implementation of education, research and community services.

12.	Program Learning Outcomes		
	Expected Learning Outcomes	Teaching and Learning Methods	Assessment
PLO 1	Professional Knowledge and Skills		

1a	Analyze and evaluate ideas in various types of spoken English texts	Lectures, group work, classroom discussion, tutorial.	Quizzes, midtest, group assignment, individual work, final test
1b	Communicate ideas effectively and appropriately in spoken forms both in formal and informal situations	Lectures, classroom discussion, presentation, role play, group work	Presentation, group assignment, individual work, mid test, final test
1c	Analyze and evaluate ideas in various types of written English texts	Lectures, classroom discussion, cooperative learning, directed reading	Examination, projects, mid test, final test
1d	Communicate ideas effectively and appropriately in written forms both in academic and non-academic contexts	Classroom discussion, lectures	Examination, projects, journal writing
1e	Apply the knowledge of the basic concepts of linguistics in the teaching of English	Classroom discussion, lectures, group discussion, presentation, independent research	Examination, quizzes, mini-research paper, mid test, final test
1f	Apply the knowledge of the basic concepts of literature in the teaching of English	Classroom discussion, lectures, presentation, group discussion, independent research	Examination, quizzes, final paper, worksheet, presentation
PLO 2	Pedagogical Knowledge and Skills		
2a	Design and implement lesson plans in the classroom settings that reflect sound pedagogical principles on autonomous and lifelong learning, effective and joyful learning, and SLA	Group projects, directed reading, lectures, classroom discussion, practice teaching	Examination, quizzes, final paper, group project, practice teaching report
2b	Select and adapt instructional materials appropriate and relevant to the learners' characteristics (physical, psychological, moral, spiritual, and socio-cultural background) in various teaching contexts	Classroom discussion, classroom observation, lectures, practice teaching	Observation report, examination, final paper, practice teaching report
2c	Apply the principled learning strategies and classroom management by considering learner factors	Peer teaching, microteaching, classroom observation, classroom discussion	Observation report, final project
2d	Develop and apply principled assessment procedures	Directed reading, classroom discussion, lectures	Examination, mid test, final test
2e	Use Information and Communication Technology	Classroom discussion, lectures	Examination, final project

	effectively and creatively in designing and implementing lesson plans		
2f	Identify problems in ELT and provide solutions through reflective practice and research	Directed reading, classroom observation, presentation	Undergraduate research proposal, quizzes, mid test
PLO 3	Intrapersonal and Interpersonal Knowledge and Skills		
3a	Demonstrate attitudes reflecting inclusivism, objectivity, and non-discriminating practices	Classroom discussion	Observation reports
3b	Demonstrate good morality and behavior	Group assignment, classroom discussion	Reports and Survey
3c	Realize the principles of work ethics covering discipline, responsibility, self-esteem and self-confidence, and teamwork	Classroom discussion, group discussion,	Reports
3d	Show effective communicative competence in social interpersonal as well as academic contexts	Classroom discussion, group discussion, project, presentation	Discussion report, presentation
3e	Demonstrate creative thinking and innovation in social and academic lives	Group discussion, individual project, presentation, tutorial	Students' proposal, reports
3f	Demonstrate independent and continuous learning habits to develop knowledge and skills in ELT responsive to global advancement	Classroom discussion, group discussion, project, tutorial	Observation reports

13.	Classification of Courses		
		Classification	Credit Hours
	a.	University-level Courses	18
	b.	Faculty-level Courses	2
	c.	Program Core Courses	
		- English Language Skills	64
		- English Language and Literature	18
		- English Language Teaching	14
	- Research Courses	14	
	- Internship in ELT	4	
d.	Program Elective Courses	12	
	Total	146	
		100	
14.	Programme Structure		

YEAR 1					
Semester 1			Semester 2		
Code	Courses	Credit Hours	Code	Courses	Credit Hours
GIGB601	Intensive Course	12	GIGB602	Basic Listening	2
UMPK601	Islam Education	2	GIGB605	Speaking for Informal Interactions	2
UMPK602	Protestant Education				
UMPK603	Catholic Education				
UMPK604	Hindu Education				
UMPK605	Buddhist Education				

UMPK606	<i>Pancasila</i> Education	2	GIGB608	Basic Reading	4
UMKK601	Introduction to Education	3	GIGB611	Paragraph Writing	4
UMKK602	Learner Development	3	GIGB614	Basic English Grammar	4
			UMKK603	Learning and Teaching	4
			UMPK607	Civics Education	2
TOTAL CREDIT HOURS		22	TOTAL CREDIT HOURS		22

YEAR 2					
Semester 3			Semester 4		
Code	Courses	Credit Hours	Code	Courses	Credit Hours
GIGB603	Intermediate Listening	2	GIGB604	Advanced Listening	2
GIGB606	Speaking for Formal Interactions	2	GIGB607	Speaking for Academic Purposes	2
GIGB609	Intermediate Reading	4	GIGB610	Advanced Reading	4
GIGB612	Essay Writing	4	GIGB613	Argumentative Writing	4
GIGB615	Intermediate English Grammar	4	GIGB616	Advanced English Grammar	4
GIGB617	Extensive Reading: Folk and Fairy Tales	2	PIGK601	Extensive Reading: Short Stories and Abridged Novels	2
GIGB618	Introduction to Linguistics	2	PIGK603	English Curriculum	4
GIGB622	Introduction to Literature	2	GIGB627	Introduction to Research Methods	2
TOTAL CREDIT HOURS		22	TOTAL CREDIT HOURS		22

YEAR 3					
Semester 5			Semester 6		
Code	Courses	Credit Hours	Code	Courses	Credit Hours
PIGK602	Extensive Reading: Novels and Periodicals	2	GIGB621	English Syntax	2
GIGB619	English Phonology	2	GIGB624	Basic Analysis of Prose	2
GIGB620	English Morphology	2	GIGB625	Basic Analysis of Drama	2
GIGB623	Basic Analysis of Poetry	2	GIGB626	Cross Cultural Understanding	2
PIGK604	Teaching English as a Foreign Language (TEFL)	4	PIGK610	Thesis Proposal Seminar in ELT	2
PIGK605	Language Learning Assessment	2	PIGK606	Language Assessment Development	2
PIGK608	Research Statistics	2	PIGK607	Coursebook Evaluation	2
PIGK609	Research Methods in ELT	2	FSAS601	Introduction to Philosophy of Science	2
UMPK608	Indonesian for Scientific Purposes	2		Elective Courses	6
	Elective Courses	(2) ²			
TOTAL CREDIT HOURS		22	TOTAL CREDIT HOURS		22

YEAR 4					
Semester 7			Semester 8		
Code	Courses	Credit Hours	Code	Courses	Credit Hours
UKPL601	Internship in ELT (<i>PPL Keguruan</i>)	4	PIGK690	Sarjana Thesis	6
PIGK690	Sarjana Thesis in ELT	6		Elective Courses	4
	Elective Courses	(4)			
TOTAL CREDIT HOURS		14	TOTAL CREDIT HOURS		10

15. A Matrix of Programme Learning Outcomes to Courses

A. Required Courses

Code	Courses	PLO 1						PLO 2						PLO 3					
		1a	1b	1c	1d	1e	1f	2a	2b	2c	2d	2e	2f	3a	3b	3c	3d	3e	3f
Semester 1																			
GIGB601	Intensive Course	✓	✓	✓	✓									✓	✓	✓	✓	✓	✓
UMPK601	Islam Education													✓	✓	✓	✓	✓	✓
UMPK602	Protestant Education													✓	✓	✓	✓	✓	✓
UMPK603	Catholic Education													✓	✓	✓	✓	✓	✓
UMPK604	Hindu Education													✓	✓	✓	✓	✓	✓
UMPK605	Buddhist Education													✓	✓	✓	✓	✓	✓
UMPK606	<i>Pancasila</i> Education													✓	✓	✓	✓	✓	✓
UMKK601	Introduction to Education							✓						✓	✓	✓	✓	✓	✓
UMKK602	Learner Development							✓	✓	✓	✓			✓	✓	✓	✓	✓	✓
Semester 2																			
GIGB602	Basic Listening (Literal Listening, 2012)	✓				✓	✓							✓	✓	✓	✓	✓	✓
GIGB605	Speaking for Informal Interactions		✓			✓	✓							✓	✓	✓	✓	✓	✓
GIGB608	Basic Reading (Literal Reading, 2012)			✓		✓	✓							✓	✓	✓	✓	✓	✓
GIGB611	Paragraph Writing				✓	✓	✓							✓	✓	✓	✓	✓	✓
GIGB614	Basic English Grammar	✓	✓	✓	✓	✓	✓							✓	✓	✓	✓	✓	✓
UMKK603	Learning and Teaching							✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
UMPK607	Civics Education													✓	✓	✓	✓	✓	✓
Semester 3																			
GIGB603	Intermediate Listening (Interpretive Listening, 2012)	✓				✓	✓							✓	✓	✓	✓	✓	✓
GIGB606	Speaking for Formal Interactions		✓			✓	✓							✓	✓	✓	✓	✓	✓
GIGB609	Intermediate Reading (Interpretive and Affective Reading, 2012)			✓		✓	✓							✓	✓	✓	✓	✓	✓
GIGB612	Essay Writing				✓	✓	✓							✓	✓	✓	✓	✓	✓
GIGB615	Intermediate English Grammar (Complex English Grammar, 2012)	✓	✓	✓	✓	✓	✓							✓	✓	✓	✓	✓	✓
GIGB617	Extensive Reading: Folk and Fairy Tales			✓		✓	✓							✓	✓	✓	✓	✓	✓
GIGB618	Introduction to Linguistics	✓	✓	✓	✓	✓								✓	✓	✓	✓	✓	✓
GIGB622	Introduction to Literature	✓	✓	✓	✓		✓												
Semester 4																			

Code	Courses	PLO 1						PLO 2						PLO 3					
		1a	1b	1c	1d	1e	1f	2a	2b	2c	2d	2e	2f	3a	3b	3c	3d	3e	3f
GIGB604	Advanced Listening (Critical Listening, 2012)	✓				✓	✓							✓	✓	✓	✓	✓	✓
GIGB607	Speaking for Academic Purposes		✓			✓	✓							✓	✓	✓	✓	✓	✓
GIGB610	Advanced Reading (Critical Reading, 2012)			✓		✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
GIGB613	Argumentative Writing				✓	✓	✓							✓	✓	✓	✓	✓	✓
GIGB616	Advanced English Grammar	✓	✓	✓	✓	✓	✓							✓	✓	✓	✓	✓	✓
PIGK601	Extensive Reading: Short Stories and Abridged Novels			✓		✓	✓							✓	✓	✓	✓	✓	✓
PIGK603	English Curriculum							✓	✓		✓			✓	✓	✓	✓	✓	✓
GIGB627	Introduction to Research Methods			✓				✓	✓	✓			✓	✓	✓	✓	✓	✓	✓
Semester 5																			
PIGK602	Extensive Reading: Novels and Periodicals			✓		✓	✓		✓					✓	✓	✓	✓	✓	✓
GIGB619	English Phonology	✓				✓		✓	✓					✓	✓	✓	✓	✓	✓
GIGB620	English Morphology					✓		✓	✓					✓	✓	✓	✓	✓	✓
GIGB623	Basic Analysis of Poetry						✓							✓	✓	✓	✓	✓	✓
PIGK604	Teaching English as a Foreign Language (TEFL)							✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
PIGK605	Language Learning Assessment							✓			✓		✓	✓	✓	✓	✓	✓	✓
PIGK608	Research Statistics										✓		✓	✓	✓	✓	✓	✓	✓
PIGK609	Research Methods in ELT			✓									✓	✓	✓	✓	✓	✓	✓
UMPK608	Indonesian for Scientific Purposes													✓	✓	✓	✓	✓	✓
	Elective Courses																		
Semester 6																			
GIGB621	English Syntax			✓	✓	✓			✓				✓	✓	✓	✓	✓	✓	✓
GIGB624	Basic Analysis of Prose			✓			✓		✓				✓	✓	✓	✓	✓	✓	✓
GIGB625	Basic Analysis of Drama	✓		✓			✓		✓				✓	✓	✓	✓	✓	✓	✓
GIGB626	Cross Cultural Understanding								✓				✓	✓	✓	✓	✓	✓	✓
PIGK610	Thesis Proposal Seminar in ELT		✓	✓	✓								✓	✓	✓	✓	✓	✓	✓
PIGK606	Language Assessment Development							✓			✓		✓	✓	✓	✓	✓	✓	✓
PIGK607	Coursebook Evaluation			✓				✓	✓					✓	✓	✓	✓	✓	✓
FSAS601	Introduction to Philosophy of Science (Philosophy of Science, 2012)													✓	✓	✓	✓	✓	✓
	Elective Courses													✓	✓	✓	✓	✓	✓
Semester 7																			

Code	Courses	PLO 1						PLO 2						PLO 3					
		1a	1b	1c	1d	1e	1f	2a	2b	2c	2d	2e	2f	3a	3b	3c	3d	3e	3f
UKPL601	Internship in ELT (<i>PPL Keguruan</i>)							✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
PIGK690	Sarjana Thesis in ELT		✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Elective Courses													✓	✓	✓	✓	✓	✓
Semester 8																			
PIGK690	Sarjana Thesis		✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Elective Courses													✓	✓	✓	✓	✓	✓

B. Elective Courses

Code	Courses	PLO 1						PLO 2						PLO 3					
		1a	1b	1c	1d	1e	1f	2a	2b	2c	2d	2e	2f	3a	3b	3c	3d	3e	3f
NIGN601	Introduction to Philosophy of Language					✓		✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓
NIGN602	Pragmatics					✓			✓		✓		✓	✓	✓	✓	✓	✓	✓
NIGN603	Semantics					✓	✓		✓		✓		✓	✓	✓	✓	✓	✓	✓
NIGN604	Sociolinguistics					✓			✓		✓		✓	✓	✓	✓	✓	✓	✓
NIGN605	Trends and Issues in Linguistics					✓			✓		✓		✓	✓	✓	✓	✓	✓	✓
NIGN608	Translation I					✓	✓		✓				✓	✓	✓	✓	✓	✓	✓
NIGN609	Translation II					✓	✓		✓				✓	✓	✓	✓	✓	✓	✓
GIGB628	English for Specific Purposes (ESP)							✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
GIGB629	English for Young Learners (EYL)							✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
GIGB630	Instructional Media and Activities in Language Teaching (IMALT)							✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
GIGB631	Introduction to Computer Assisted Language Learning (ICALL) (new, since 2013)							✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
GIGB632	Instructional Materials Development							✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
GIGB633	Classroom Management							✓		✓		✓	✓	✓	✓	✓	✓	✓	✓
GIGB634	Gender and ELT							✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓
GIGB635	Discourse Analysis				✓	✓	✓							✓	✓	✓	✓	✓	✓
GIGB636	Applied Linguistics					✓	✓						✓	✓	✓	✓	✓	✓	✓
GIGB637	Stylistics			✓	✓	✓	✓							✓	✓	✓	✓	✓	✓
GIGB638	Semiotics													✓	✓	✓	✓	✓	✓
GIGB639	Ethnolinguistics				✓	✓	✓							✓	✓	✓	✓	✓	✓
GIGB640	Psycholinguistics				✓	✓						✓		✓	✓	✓	✓	✓	✓
GIGB642	History of English Language			✓										✓	✓	✓	✓	✓	✓

Code	Courses	PLO 1						PLO 2						PLO 3					
		1a	1b	1c	1d	1e	1f	2a	2b	2c	2d	2e	2f	3a	3b	3c	3d	3e	3f
GIGB641	Topics in Linguistics	✓		✓		✓													
GIGB643	Gender and Language	✓	✓	✓	✓	✓								✓	✓	✓	✓	✓	✓
GIGB644	Advanced Analysis of Poetry	✓		✓			✓							✓	✓	✓	✓	✓	✓
GIGB645	Advanced Analysis of Prose			✓	✓		✓							✓	✓	✓	✓	✓	✓
GIGB646	Advanced Analysis of Drama	✓	✓	✓			✓							✓	✓	✓	✓	✓	✓
GIGB647	British/American/Australian Studies	✓	✓	✓	✓		✓							✓	✓	✓	✓	✓	✓
GIGB648	Asian Studies	✓	✓	✓	✓		✓							✓	✓	✓	✓	✓	✓
GIGB649	Comparative Literary Study		✓	✓	✓		✓							✓	✓	✓	✓	✓	✓
GIGB650	Post-colonial Studies	✓	✓	✓	✓		✓							✓	✓	✓	✓	✓	✓
GIGB651	Film Studies	✓	✓	✓	✓		✓							✓	✓	✓	✓	✓	✓
GIGB652	Greek Mythologies			✓	✓		✓							✓	✓	✓	✓	✓	✓
GIGB653	Deconstruction			✓	✓		✓							✓	✓	✓	✓	✓	✓
GIGB654	Gender and Literature	✓	✓	✓	✓		✓							✓	✓	✓	✓	✓	✓
GIGB655	Introduction to Business English	✓	✓	✓	✓									✓	✓	✓	✓	✓	✓
GIGB656	Journalism	✓	✓	✓	✓	✓								✓	✓	✓	✓	✓	✓
GIGB657	Editing			✓	✓									✓	✓	✓	✓	✓	✓
GIGB658	Blog Writing			✓	✓									✓	✓	✓	✓	✓	✓
GIGB659	Translation & Interpretation					✓	✓							✓	✓	✓	✓	✓	✓
GIGB660	Literary Translation			✓	✓		✓							✓	✓	✓	✓	✓	✓
GIGB661	Creative Writing			✓	✓		✓							✓	✓	✓	✓	✓	✓

Key:

Program Learning Outcomes (PLO)

The revised ELO of the B. A. in ELT study program of UM is as follows.

1. Professional Knowledge and Skills

- a. Analyze and evaluate ideas in various types of spoken English texts;
- b. Communicate ideas effectively and appropriately in spoken forms both in formal and informal situations
- c. Analyze and evaluate ideas in various types of written English texts
- d. Communicate ideas effectively and appropriately in written forms both in academic and non-academic contexts
- e. Apply the knowledge of the basic concepts of linguistics for the teaching of English
- f. Apply the knowledge of the basic concepts of literature for the teaching of English

2. Pedagogical Knowledge and Skills

- a. Design and implement lesson plans in the classroom settings that reflect sound pedagogical principles on autonomous and lifelong learning, effective and joyful learning, and SLA
- b. Select and adapt instructional materials appropriate and relevant to the learners' characteristics (physical, psychological, moral, spiritual, and socio-cultural background) in various teaching contexts
- c. Apply the principled learning strategies and classroom management by considering learner factors
- d. Develop and apply principled assessment procedures
- e. Use Information and Communication Technology effectively and creatively in designing and implementing lesson plans
- f. Identify problems in ELT and provide solutions through reflective practice and research

3. Intrapersonal and Interpersonal Knowledge and Skills

- a. Demonstrate attitudes reflecting inclusivism, objectivity, and non discriminating practices
- b. Demonstrate good morality and behavior
- c. Realize the principles of work ethics covering discipline, responsibility, self-esteem and self-confidence, and teamwork
- d. Show effective communicative competence in social interpersonal as well as academic contexts
- e. Demonstrate creative thinking and innovation in social and academic lives
- f. Demonstrate independent and continuous learning habits to develop knowledge and skills in ELT

Colored Highlights

- ✚ Blue highlights represent ELO of the first category that have been addressed in certain courses.
- ✚ Red highlights represent ELO of the second category that have been addressed in certain courses.
- ✚ Yellow highlights represent ELO that have not been addressed in the course description of certain courses but are actually relevant to the courses. The parts that are highlighted yellow are expected to be one of the bases for the review and revision of course outlines in the program.

16. Internship Program

The internship program in ELT aims to develop students' competence in teaching and other professional tasks by providing them with practical experience in the field through an internship program in schools. The course consists of two main parts. Firstly, before going to the field, the students are required to attend a two-week KPL I (*Kajian and Praktik Lapangan*) that is held at campus. In the KPL I, the students conduct peer teaching and follow some sessions with lecturers and/or cooperating teachers from schools, where they discuss materials such as school administration and management, teacher tasks, curriculum content, basic skills of teaching, lesson study, students' guidance, and evaluation of students' learning. The internship at school (KPL II) which is carried out afterwards, lasts 12 weeks and includes the following activities: school and classroom observations, lesson planning, practice teaching, and report writing. The reports concern three subjects, i.e. school management, students guidance and counseling service, and lesson study implementation.

17. Career Prospects

Graduates of the programme are qualified to work as English teachers in formal and non-formal educational institutions at primary and secondary levels. Potential graduates can also continue their study to master's and doctorate levels to further advance their career and professional development.

18. Regulation of Assessment and Academic Standards

1. Course assessments: quizzes, assignments, mid test and final test and projects.
2. Students' grades are determined on the basis of teachers' assessment, peer assessment, and self-assessment.
3. Students should achieve at least 80% attendance to sit for final examination.
4. Summary of grades and marks for B.A. in ELT Degree

A = 85 – 100 A- = 80 – 84 B+ = 75 – 79	B = 70 – 74 B- = 60 – 64 C+ = 60 – 64	C = 55 – 59 D = 40 – 54
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5. The department may grant outstanding graduates in the form of certificates stating "Bachelor of Education with Honors" co-signed by the Head of The Department of English and the Dean of Faculty of Letters. The types of the award are classified based on achievement, and are specified as follows.

Type of B.A. (Hons.)	GPA
B.A. (Hons.) – First Class	3.91 – 4.00
B.A. (Hons.) – Second Class A	3.81 – 3.90
B.A. (Hons.) – Second Class B	3.71 – 3.80
B.A. (Hons.)	3.50 – 3.70

6. Requirements for the Award of B.ED (Hons.) from the Department of English are as follows:
 - a. The student can complete his/her thesis in one or two semesters, commencing in the seventh semester.

- b. The student can finish the draft of a research article based on the thesis in one or two semesters, commencing in the seventh semester.
- c. The article draft referred to in point (b) above should be deemed “publishable” in a national/international refereed journal by the advisors and an interim reviewer appointed by the Department Head.
- d. The given thesis is rated A by the Board of Examiners.
- e. The student’s GPA is at minimum 3.50 at the time of *Judicium*.

19	Methods for Evaluation and Improving the Quality and Standards of Teaching and Learning
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1. Review of the curriculum and outcome standard by the Curriculum Development Taskforce of the Department of English
2. Questionnaires and feedback on the teaching and learning process of a course completed by students after each semester
3. Assignment of academic advisors to groups of students to provide advice and guidance, and monitor the students’ academic development
4. Staff appraisal system and institutional staff development courses

20	Facilities Available
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The Department of English is supported with the following facilities:

Library

The Departmental Library is home to: reference books, course books, textbooks on language teaching theories and methodology, linguistics and literature, and multimedia (CDs, DVDs, and e-books). For the enrichment and fulfillment of the (co)curricular needs of the Department, the library collection also includes international and national journals and periodicals, popular references, and other popular science materials. The Departmental Library is also supported with and connected to the Faculty Library and the University Library which provide various primary references such as Undergraduate Theses, Master’s Theses, Doctoral Dissertations, international and national journals and periodicals, and textbooks, as well as secondary references (scientific and recreational).

Language Laboratory

For teaching and learning activities, the Department has access to three language laboratories under the management of the Faculty of Letters. These laboratories are equipped with facilities such as computers, LCD projectors, TV monitors, etc. The language laboratories are located in the building complexes D (D7.104), E (E6.107) and building G.

English Self Access Center (ESAC)

The facilities for ESAC were developed through the scheme of SEMI-QUE grants which the Department won in 2003-2004 for the purposes of instilling reflective independent learning habits in students without being dependent on the presence of course facilitators and classroom routine activities. ESAC is equipped with an audio-computer room, reading room, TV/Media room, Speaking Corner, and toilets. To maximize learning, ESAC is artistically designed, providing comfort with a carpeted floor and air-conditioned rooms.

ESAC provides learning resources and facilities, both electronic and non-electronic, such as textbooks, modules on language skills training, literary works of various genres, learning CDs/VCDs/DVDs, e-books, foreign movies of various genres, international TV channels, internet, computers, VCD/DVD players, and a photocopy machine. These resources and facilities are aimed at providing various, continuous, and appropriate learning exposure to cater for the students' individual needs.

ESAC has also started to provide programs on increased quality services for the purposes of independent learning for students of the University. Among the services are (1) the development of electronic and non-electronic learning materials for Reading, Writing, Speaking and Listening, tests, Grammar, Vocabulary, and EAP (English for Academic Purposes) for students of the English Department and other departments, and (2) competitions for English competences such as debating, news reporting, speech, script writing, creative writing, and subtitling for students.

The English Department (through the English Language Teaching Program) won a three year *PHK-I* grant for the years 2008 to 2010. One of the sub-activities of *PHK-I* was the development and expansion of ESAC with three main foci: (1) upgrade of facilities in the form of building a gallery, conference room, recording/film studio, Multimedia Production Unit (MPU), and Teacher Resource Unit (TRU); (2) developing a database of services and an independent learning system; and (3) the development of independent learning materials. The development of these units is aimed at increasing the quality and varieties of services that ESAC offers to the community, both internal and external to the University.

Conference Room

This facility was developed with the support of the *PHK-I* grant (2009), and is aimed at improving the quality of teaching-learning processes, with a particular focus on speaking skills, especially those within the setting of formal/work situations. This room is equipped with a language laboratory and computer facilities to record/replay the teaching-learning situations as data for further analysis, and/or feedback for the improvement of the teaching-learning processes. This facility is accessible to ESAC users for independent learning.

Cultural Gallery

The gallery is a new facility developed by the Department with the *PHK-I* grant (2009). This facility was designed with multiple functions: as an exhibition room for English background products/cultural icons; as a room for discussion or independent learning (individual and group learning); as an ESAC competition venue; as an information source for academic/job vacancies; and as a reference expo conducted by ESAC and/or in conjunction with other parties (such as other institutions' SACs, publishers, or book stores).

Media Production Unit (MPU)

The MPU is also an outcome of the *PHK-I* grant. It was completed in 2008 and since then it has been used for the practice of producing various kinds of media: audio, visual, and audio visual. This facility was designed to fulfill two main functions: as a support facility of the Department for the production of ICT-based instructional media, and as a public service unit, especially for English teachers who aspire to improve their competence in producing various kinds of instructional media.

Studio

The recording and film studio is one of the facilities of the MPU supported with ICT such as an AppleMac computer, editing software, camera, lighting set, picture and sound mixer, and other software/hardware used for the production of audio-visual media encompassing role-play, (short) film/drama, news report, editing, subtitling, and/or distance learning. This unit can be utilized in conjunction with other units in the Department/Faculty such as the TRU, micro-teaching laboratory, and Drama Laboratory for different kinds of media production.

Teacher Resources Unit (TRU)

The TRU was built with the *PHK-I* grant for the second year (2009). This unit was designed as an independent learning venue (similar to SAC) for teachers, and is equipped with computers and reference works. Apart from being a support facility for the teaching-learning activities in the Department, this facility was also designed as a public service unit, with the primary function being to quench English teachers' thirst for knowledge.

Teaching Development Unit (TDU)

The TDU facility was developed with the *PHK-I* grant for the year 2009. This unit is furnished with a micro-teaching observation room. Services in this unit are integrated with the TRU and MPU. Its main function is to develop research and educational networks through various activities such as workshops, training, facilitation and guidance (in the form of training packages developed by the Department), as well as non-formal discussions among teachers, between teachers and students, and between teachers and faculty members. The mutual networking atmosphere is aimed at exposing students to information, needs, and the first-hand experiences of employed teachers; improving the pedagogical competences of the teachers; and direct data/information from the agents/consumers to the Department as a source/basis for needs analysis for the purposes of curriculum review/revision, the development of programs, and the like.

Micro-teaching Laboratory

This unit is a complement to TDU, with the function of developing pedagogical competences, particularly, the teaching competence. Besides ICT and multimedia facilities such as computers, printers, TV monitors, and DVD players, this unit is also equipped with CCTV to record the classroom/teaching-learning activities so as to enable the users to access and re-access the data at any time as the need arises.

Date Amended: March 6, 2016