



QUARTERLY PROFILE OF TEACHING STAFF

Please do not change the format of this document

Fields with unavailable data, must be indicated with N/A

1. BASIC INFORMATION											
1	ASSESSMENT YEAR	2022-23									
2	QUARTER (PERIOD)	II(01.05.2022 – 31.07.2022)									
3	NAME OF INCUMBENT	DR REENA BARMAN KALITA									
4	EMPLOYEE ID NO.	97									
5	DESIGNATION	Associate Professor									
6	DEPARTMENT	Botany									
7	DATE OF BIRTH (DD-MM-YYYY)	0	1	0	3	1	9	LP6	7		
8	PRIMARY MOBILE NO. (WITH WHATSAPP)	9	4	3	5	1	4	3	0	4	1
9	SECONDARY MOBILE NO.	9	1	0	1	3	2	7	0	7	2
10	E-MAIL (OFFICIAL)	reenabkalita@pragjyotishcollege.ac.in									
11	E-MAIL (PERSONAL)	reenabkalita@gmail.com									
12	PRESENT RESIDENTIAL ADDRESS	Bishnu Rabha Path, Bye Lane 3, H No. 5, Guwahati 781 028									
13	PERMANENT ADDRESS (if different from Sl. 12)	Do									

2. COURSES COVERED IN DIFFERENT PROGRAMS DURING THE QUARTER				
Program (M.A., B.A.)	Sem/Year (I Sem, I Year)	Course No. (e.g.HC-AS-1016)	Topics covered	No. of classes (1 hour duration)
B Sc	2 nd Sem (Hon) 2022	BOT-HC-2016	Fungi: Unit 1: Introduction Unit 3: Zygomycotina	10 hours
B Sc	2 nd Sem (Generic) 2022	BOT-HG-2016	Introduction to Ecology, Ecosystem	3 hours
B Sc	4 th Sem (Hon) 2022	BOT-HC-4026	Plant Ecology & Phytogeography: Introduction, Soil, Water, Biotic Interactions,	7 hours
B Sc	6 th Sem (Hon) 2022	BOT-HE-6016	Scope of microbes, Microbes and quality of environment, Microbial Flora, Microbes in Agriculture	14 hours
No. of classes in ICT-mode: 10			No. of classes in non-ICT mode: 24	

3.EXTENSION AND OUTREACH ACTIVITIES UNDERTAKEN DURING THE QUARTER				
Title of Activity Organized	Primary Organizing Unit	Collaborating Unit (if any)	Dates (From-To)	No. of Participants
N/A				

Title of Activity Organized	Supporting photographs
N/A	

4. STUDENT RELATED ACTIVITIES DURING THE QUARTER (Details within 100 words)	
Bridge Courses	N/A
Programs for Slow and Advanced Learners	Personal counselling taken
Experiential Learning	Laboratory exposure cum hands on training on Microbes
Participative Learning	Nil
Problem Solving Methodologies	N/A
RemedialClasses	N/A
TutorialClasses	N/A
Field Studies/Works	6 th Sem (Hon) to GU
Extension/Outreach/ Community welfare activities	External Evaluator in Gunotsav Assam 2022
InstitutionalVisits	N/A
Student ExchangePrograms	N/A
Student InternshipPrograms	N/A
On-the-JobTrainings	N/A
Teacher ExchangePrograms	N/A
StudentSeminars	N/A
HomeAssignments	Course related assignment
ProjectWorks	Supervised 5 students of 6 th Sem for paper BOT-HE- 6026 (Project Works)
Add-OnPrograms	N/A
LibraryUsage	Use departmental library
Discussion of evaluated answer-scripts	6 th Sem BOT-HE-6016
Student career counselling	N/A
Training on soft skills	N/A
Training on communicative skills	N/A
Conduct of debates	N/A
Conduct of extempore speech	N/A
Group Discussions	N/A
Mentor-Mentee activities	Discuss about forthcoming GU final exam and entrance exam.

Others	N/A
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5. ANY OTHER WORKS PERTAINING TO THE OVERALL DEVELOPMENT OF THE COLLEGE DURING THE QUARTER (Details within 100 words)	
Participation in CCS meetings of affiliating University	One CCS meeting attended in June, 2022 regarding question papers of practical examinations.
Design and Development of Curriculum for Add-On/Certificate/ Diploma Programs	N/A
Involvement with examination works, e.g. setting of question papers, conduct of exams, invigilation duties, evaluation works, moderation works, scrutiny works, etc.	A. Set question papers in BSc 6th semester conducted by GU. B. Internal and External examiner of BSc 6 th , 4 th and 2 nd Sem Botany both Hon. & Generic, External to MSc Practical Exam., Down Town University
Involvement with the review exercise of teaching-learning, structures and methodologies of operations, learning outcomes of the institution	N/A
Involvement with green campus initiatives	CMIPP
Involvement with audit exercises	N/A
Involvement with sensitization programs on Constitutional obligations (values, rights, duties and responsibilities) of citizens	N/A
Involvement with celebration and organization of national/international commemorative days, events and festivals	World Environment Day celebrated on 6 th June, 2022
Contribution towards development of collaborations, linkages and signing of MoUs with different organizations; Activities conducted under MoUs	N/A
Involvement with college admission process	Advisor
Involvement with student union election	Advisor
Involvement with In-House bodies	Member of Construction Committee, Convenor: API Verification and Recommendation Committee, Advisor: Students' Grievance Redressal Cell, Convenor: Purchase Committee, Member: Hostal Advisory Committee, Convenor: Anti Ragging Committee
Involvement with sports/games activities	N/A
Involvement with cultural activities	N/A

Others	N/A
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6. ACADEMIC WORKS DURING THE QUARTER						
A. RESEARCH PROJECTS						
Type of Project (Major/Minor/ Interdisciplinary/ Industry-sponsored/ University or College sponsored/ Student Research/ International/Others	Funding Agency	Date of Sanction	Amount Sanctioned	Amount received during the period		
	N/A					
B. RESEARCH ARTICLES						
Title of Publication	Name of Journal/ Volume (ISBN/ISSN if any)	UGC-CARE listed (Yes/ No)	Impact Factor (if any)	Citation Index (if any)	h-index (if any)	Category of Publication (Journal/ Book/ Edited Volume/ Chapter in Edited Volume/ Conference Proceeding)
N/A						
C. OTHER PUBLICATION WORKS						
Title of Publication	Name of Volume	Category of Publication (Book/ Magazine/ Edited Volume/ Chapter in Edited Volume/ Newspaper)	Date of publication	ISSN/ISBN (if any)		

N/A				
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D. ACADEMIC EVENTS/ MEETS ATTENDED			
Title of Meet	Category (Conference/Seminar/Webinar/ Workshop/RC/OP/STC/FDP,etc.	Name (s) of Organizer	Dates (From – To)
N/A			

E. ACADEMIC EVENTS/MEETS ORGANIZED					
Title(s) of Event Organized	Type (Seminar/ Conference/ Webinar/ Workshop/ Training Program)	Dates (From– To)	Collaborating Unit (if any)	Category (International/ National/ Regional/ Local/ Institutional)	No. of Participants
N/A					

I hereby declare that the facts and figures mentioned in this format as above, are correct, authentic and true to my knowledge and belief.

I further understand that, any misrepresentation and suppression of fact and figures shall be appropriately dealt with by my superior authority as per established procedural norms.



(Digital Signature of the Incumbent)

1. Rows may be added in tables given in **Sections 2, 3, 6A-E** (if required)

2. This form should be submitted as E-mail attachment (as pdf copy) to the following E-mail ID:
coordinatoriqac@pragjyotishcollege.ac.in