



# 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	<b>2022-23</b>									
2	QUARTER (PERIOD)	<b>(01.02.2022 – 30.04.2022)</b>									
3	NAME OF INCUMBENT	SUMAN SAIKIA									
4	EMPLOYEE ID NO.	159									
5	DESIGNATION	ASSISTANT PROFESSOR									
6	DEPARTMENT	GEOLOGY									
7	DATE OF BIRTH (DD-MM-YYYY)	0	1	0	3	1	9	9	1		
8	PRIMARY MOBILE NO. (WITH WHATSAPP)	8	8	2	2	6	3	8	6	6	4
9	SECONDARY MOBILE NO.	9	1	0	1	3	8	3	6	5	3
10	E-MAIL (OFFICIAL)	sumansaikia@pragjyotishcollege.ac.in									
11	E-MAIL (PERSONAL)	sumansaikia1991@gmail.com									
12	PRESENT RESIDENTIAL ADDRESS	Panorama Apartment, Chandmari, Guwahati- 781003									
13	PERMANENT ADDRESS (if different from Sl. 12)	Vill: Batamari, PO: Batamari, PS: Ghilamara, Dist: Lakhimpur, Pin: 785053, Assam									

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)
M.Sc.	2 <sup>nd</sup> Semester	GLG-2016	<ol style="list-style-type: none"> <li>1. Definition of climate</li> <li>2. Composition of atmosphere,</li> <li>3. Vertical and horizontal distribution of temperature,</li> <li>4. Insolation.</li> <li>5. Clouds: their formation and classification.</li> <li>6. Precipitation: Causes, forms, processes and types.</li> <li>7. Atmospheric pressure and air circulation</li> <li>8. Factors affecting wind direction and speed.</li> <li>9. Upper-level waves and jet streams</li> <li>10. Indian monsoon</li> </ol>	15
M.Sc	4 <sup>th</sup> Semester	GLG-4014	<ol style="list-style-type: none"> <li>1. Megascopic study of Lamellibranchs.</li> <li>2. Megascopic study of Cephalopods.</li> <li>3. Megascopic study of Gastropods.</li> <li>4. Study of plant fossil</li> </ol>	6
B.Sc	1 <sup>st</sup> Sem Honours	GLG-HC-1016	Syllabus covered. Exam Time	N/A
B.Sc	3 <sup>rd</sup> Sem Honours	GLG-HC-3026	Syllabus covered. Exam Time	N/A
B.Sc	3 <sup>rd</sup> Sem Honours	GLG-HC-3036	Syllabus covered. Exam Time	N/A
No. of classes in ICT-mode:19			No. of classes in non-ICT mode:2	

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	N/A
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4. STUDENT RELATED ACTIVITIES DURING THE QUARTER (Details within 100 words)	
<b>Bridge Courses</b>	N/A
<b>Programs for Slow and Advanced Learners</b>	N/A
<b>Experiential Learning</b>	N/A
<b>Participative Learning</b>	N/A
<b>Problem Solving Methodologies</b>	N/A
<b>Remedial Classes</b>	Date: 09/04/2022 B.Sc. 5 <sup>th</sup> Semester practical
<b>Tutorial Classes</b>	N/A
<b>Field Studies/Works</b>	Conducted Field viva: Date: 15/03/2022 and 16/03/2022 Semester: M.Sc. 1 <sup>st</sup> Sem M.Sc. 3 <sup>rd</sup> Sem  Field report preparation and discussion: B.Sc. 3 <sup>rd</sup> Sem Date: 20/01/2022 07/03/2022 14/03/2022 21/03/2022
<b>Extension/Outreach/ Community welfare activities</b>	N/A
<b>Institutional Visits</b>	N/A
<b>Student Exchange Programs</b>	N/A

<b>Student Internship Programs</b>	N/A
<b>On-the-Job Trainings</b>	N/A
<b>Teacher Exchange Programs</b>	N/A
<b>Student Seminars</b>	N/A
<b>Home Assignments</b>	N/A
<b>Project Works</b>	N/A
<b>Add-On Programs</b>	N/A
<b>Library Usage</b>	N/A
<b>Discussion of evaluated answer-scripts</b>	N/A
<b>Student career counselling</b>	N/A
<b>Training on soft skills</b>	N/A
<b>Training on communicative skills</b>	N/A
<b>Conduct of debates</b>	N/A
<b>Conduct of extempore speech</b>	N/A
<b>Group Discussions</b>	N/A
<b>Mentor-Mentee activities</b>	Prepared the list of Mentor-Mentee for the upcoming session.
<b>Others</b>	N/A

**5. ANY OTHER WORKS PERTAINING TO THE OVERALL DEVELOPMENT OF THE COLLEGE DURING THE QUARTER (Details within 100 words)**

<b>Participation in CCS meetings of affiliating University</b>	N/A
<b>Design and Development of Curriculum for Add-On/Certificate/ Diploma Programs</b>	N/A
<p><b>Involvement with examination works, e.g. setting of question papers, conduct of exams, invigilation duties, evaluation works, moderation works, scrutiny works, etc.</b></p>	<p>Invigilators:  H.S. 1<sup>st</sup> year test examination Date  19/02/2022  24/02/2022  3<sup>rd</sup> semester examination  Date: 28/02/2022  H.S. Final practical examination  Date: 04/03/2022  21/02/2022  3<sup>rd</sup> semester examination  Date: 14/03/2022  : 16/03/2022  23/03/2022  5<sup>th</sup> Semester examination  Date: 30/03/2022  04/04/2022  11/04/2022</p> <p>Internal Examiner:  B.Sc. 3<sup>rd</sup> Sem Practical: Date: 23/03/2022  B.Sc.3<sup>rd</sup> Sem Practical: Date:  25/03/2022  B.Sc. 5<sup>th</sup> Sem Practical: Date: 23/04/2022</p> <p>Question paper setting</p> <p>B.Sc: 1<sup>st</sup> Semester practical: GLG-HC-1016. Date:  09/03/2022  B.Sc. 3<sup>rd</sup> sem (H) practical, 2022  Date:11/03/2022 Paper: GLG-HC-3026  Date:14/03/2022 Paper: GLG-HC-3036  Date: 26/03/2022 Paper: GLG-SE-3014</p> <p>B.Sc. 5<sup>th</sup> sem (H) practical, 2022  Date: 09/04/2022 Paper: GLG-HE-5026</p> <p>Answer script evaluation:  B.Sc. 3<sup>rd</sup> sem (H) practical, 2022  Date:11/03/2022 Paper: GLG-HC-3026  Date:14/03/2022 Paper: GLG-HC-3036  Date: 26/03/2022 Paper: GLG-SE-3014</p> <p>Answer script scrutinized:  B.Sc. 3<sup>rd</sup> Semester Generic  Date: 26/03/2022</p>

	<p>Internal marks uploaded:</p> <p>B.Sc. 3<sup>rd</sup> Semester Honours Date: 28/03/2022 GLG-HC-3026 Date: 26/03/2022 Paper: GLG-SE-3014</p> <p>B.Sc. 5<sup>th</sup> sem (H) practical, 2022 Date:26/04/2022 Paper: GLG-HE-5026</p> <p>B.Sc. 1<sup>st</sup> Sem(H) practical examination, 2022 Date:26/04/2022 Paper: GLG-HC-1016, 1026</p>
<b>Involvement with the review exercise of teaching-learning, structures and methodologies of operations, learning outcomes of the institution</b>	N/A
<b>Involvement with green campus initiatives</b>	N/A
<b>Involvement with audit exercises</b>	Initiative taken to manage/record departmental fund.
<b>Involvement with sensitization programs on Constitutional obligations (values, rights, duties and responsibilities) of citizens</b>	N/A
<b>Involvement with celebration and organization of national/international commemorative days, events and festivals</b>	N/A
<b>Contribution towards development of collaborations, linkages and signing of MoUs with different organizations; Activities conducted under MoUs</b>	N/A
<b>Involvement with college admission process</b>	N/A
<b>Involvement with student union election</b>	<p>Polling officer for PCSU Election Date: 22/03/2022</p>
<b>Involvement with In-House bodies</b>	<p>Member of</p> <ol style="list-style-type: none"> <li>1. Prag-Environment Cell</li> <li>2. Pragjyotish College Women's Cell</li> <li>3. Bharat Scout and Guide Advisory Committee.</li> </ol>

Involvement with sports/games activities	N/A
Involvement with cultural activities	N/A
Others	N/A

## 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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<b>D. ACADEMIC EVENTS/ MEETS ATTENDED</b>					
<b>Title of Meet</b>	<b>Category</b> ( Conference/Seminar/Webinar/ Workshop/RC/OP/STC/FDP,etc.	<b>Name (s) of Organizer</b>	<b>Dates</b> ( From – To)		
International Webinar	Lok Sahitya Aur Sanskriti: Ek Vishleshan”	Dept. of Hindi, Pragjyotish College	25 <sup>th</sup> to 26 <sup>th</sup> April, 2022		
<b>E. ACADEMIC EVENTS/MEETS ORGANIZED</b>					
<b>Title(s) of Event Organized</b>	<b>Type</b> ( Seminar/ Conference/ Webinar/ Workshop/ Training Program )	<b>Dates</b> ( From– To)	<b>Collaborating Unit</b> (if any)	<b>Category</b> ( International/ National/ Regional/ Local/ Institutional )	<b>No. of Participants</b>
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.*

*Suman Saikia*

(Digital Signature of the Incumbent)

1. Rows may be added in tables given in Sections 2, 3, 6 A - 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](mailto:coordinatoriqac@pragjyotishcollege.ac.in)