

QUARTERLY PROFILE OF TEACHING STAFF

Arup Kalita, Assistant Professor, Dept. of Pol. Sc., Beltola College

A. BASIC INFORMATION:

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|----|---------------------------------------|--|
| 1 | ASSESSMENT YEAR | 2022-2023 |
| 2 | PERIOD | 01.04.2022 -30.06.2022 |
| 3 | NAME OF INCUMBENT | ARUP KALITA |
| 4 | EMPLOYEE ID NO. | |
| 5 | DESIGNATION | Assistant Professor |
| 6 | DEPARTMENT | Political Science |
| 7 | DATE OF JOINING | 03/11/2009 |
| 8 | DATE OF BIRTH (DD-MM-YYYY) | 01/10/1977 |
| 9 | PRIMARY MOBILE NO. (WITH WHATSAPP) | 8638731341 |
| 10 | SECONDARY MOBILE NO | 9864795036 |
| 11 | E-MAIL | Arupkalita3672@gmail.com |
| 12 | PRESENT RESIDENTIAL ADDRESS | Krishnanagar, Japorigog, Near Shiva Nagar Shiv Mandir, Dist. – Kamrup (M) Assam Guwahati - 781005 |

B. CURICULLUM:

| Program B.A. | Semester | Course No. (e.g.HC-AS-1016) | Topics covered | No. of classes (1 hour duration) | No. of classes in ICT-mode |
|-----------------|------------------------------|--------------------------------|---|-------------------------------------|-------------------------------|
| | 2 nd Semester(M) | POL HE 2026 | Political Parties and Party System, Regional Aspiration, Religion and politics, Caste and Politics, the changing nature of Indian State | 24 | - |
| | 4 th Semester (M) | POL HE 4026 | Public Policy, Decentralization, Budget, Citizen and administration interface | 19 | - |
| | 6 th Semester(M) | POL-HE-6046 | Constitution of peoples' Republic of China and Switzerland | 25 | - |

| | | | | | |
|--|------------------|-------------|--|----|----|
| | 6th Semester(RG) | POL RG 6016 | Personnel Administration, Financial Administration, Developmental Administration, Citizen and administration | 15 | 02 |
| | 6th Semester(RE) | POL RE 6016 | Personnel Administration, Financial Administration, Developmental Administration, Citizen and administration | 15 | 03 |

C. EXTENTION AND OUTREACH ACTIVITIES:

| Title of Activity Organized | Role in the activities (e.g. Coordinator/ In-charge /Member if any | Organizing Unit(Cell/Committee/ Department) | Collaborating Unit (if any) | Dates (From-To) | No. of Teachers Participant | No. of Students Participant | No of Supporting documents / photographs |
|---|--|---|-----------------------------|--------------------------|-----------------------------|-----------------------------|--|
| Finishing School Programe2 022 under RUSA | Coordinator | Gauhati Commerce College | Beltola College | 19/06/2022 to 21/06/2022 | 14 | 36 | 3 |
| Month of the Gust | HOD of the Department | Dept. of PSC, Beltola College | - | 28/05/2022 | 13 | 54 | 3 |

D. STUDENT RELATED ACTIVITIES (within a maximum of 100 words)

| | |
|--|--|
| Tutorial & Remedial Classes, Bridge Courses , Experiential & Participative Programs ,Student Exchange Programs, Teacher Exchange Programs, Project Works, Student Seminars Community welfare activities, Student career counselling, Home Assignments, Add-On Programs & On-the-Job Trainings, soft skills & communicative skills, Mentor-Mentee activities, Group Discussion, Institutional Visits. Field Studies/Works, etc. | Home asignment was given in BA 2 nd , 4 th , and 6 th Semester students before sessional examination in the month of May, before Sessional examination. Visited University of Science and technology, Meghalaya with 47 nos. of Student to take participation on media excellency award -2022 |
|--|--|

E. INVOLEMENT ANY OTHER WORKS:

| | |
|--|--|
| Participation or contribution in Design and Development of Curriculum of affiliating University | No |
| Participation in activities related to Setting of question papers, moderation works, Assessment and evaluation process, conduct of exams, invigilation duties, scrutiny works, and In-charge of examination cell, Member of examination committee, Involvement of any activities of internal and external examination of the affiliating University. | Appointed as an Assistant Examination in-charge of Sessional Examination in-charge of BA 2 nd , 4 th and 6 th semester examination which was held on from 26 th May-2022. Setting question Paper both Major and General for sessional Examination. |
| Involvement with celebration and organization of national/international memorial/ celebratory days, events and festivals. | 15 th August 2022- Celebration independence day. |
| Involvement with attainment of Programme outcomes and course outcomes evaluated by the institution. | Participated in awareness programme such as SSS, Students interaction Programme, Parents interaction Programme and Alumni interaction Programme. |
| Involvement in quality assurance activities/works of the Institute as member of IQAC | As member of IQAC involve in SSR Preparation with IQAC team, result analysis, documents collection etc. |
| Involvement with green campus(Plantation, Gardening) initiatives | As an In-charge of Pollution free Campus involve in plantation and gardening. |
| Involvement with audit and Budget exercises like energy audit, green audit, Academic and Administered Audit, Annual Budget preparation etc. | Member of Annual Budget Committee |
| participation with sensitization programs on Constitutional responsibilities (values, rights, duties and responsibilities) of citizens | As a department of political science discussed about values, rights, duties and responsibility of Citizen. |
| Involvement with red ribbon Club/Anti-Tobacco Committee etc. | No |
| Involvement towards expansion of collaborations, linkages and signing of MOUs with diverse organizations; Activities performed under MOUs | |
| Involvement with college admission process/ student union election | In-charge of the admission committee- session 2022-23. Appointed as the returning officer of Beltola College Students' Union Election 2021-22. |
| Involvement with In-House bodies/Others | Member of the Construction Committee |

| | |
|---|---|
| | Member of IQAC, Coordinator of RUSA, In-charge of Computer Education |
| Involvement with sports/games/ cultural activities | Judge of Various Games like Football, Cricket etc. in College week which was held from 12—14 May - 2022 |
| Involvement with the Quality assurance initiatives of the institution like Feedback collection, mentoring etc. | Prepared the departmental feedback and mentoring 28 ns. of student from various department. |
| Involvement with the activity of institutional Strategic/ perspective plan for successfully implementation | In-charge of Computer education and six month Computer Certificate Course, as member of the construction Committee supervise the various construction of the College, |
| Involvement with the effective guidance and leadership in various institutional practices. | As a Head of the Political Science Department, various initiatives are taken to smooth running the department. |
| Involvement with the Capacity building and skills enhancement initiatives taken by the institution like: Soft skills , Language and communication skills, Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills | In-charge of Computer Education and mentor of swam. Various programmes are done for spread of information and communication technology. |

F. RESEARCH PROJECTS:

| Type of Project (Major/Minor/ /Others) | Funded by government/non government / other agencies | Date of Sanction and duration | Amount Sanctioned | Amount received during the period |
|--|--|-------------------------------|-------------------|-----------------------------------|
| No | | | | |

G. RESEARCH ARTICLES:

| Title of Publication | Name of Journal/ Volume (ISBN/ISSN if any) | papers published in the Journals notified on UGC website during the last five years | Impact Factor (if any) | Citation Index (if any) | h-index (if any) | Type of Publication (Journal/ Book/ Edited Volume/ Chapter in Edited Volume/ national/ international Conference Proceeding) |
|----------------------|--|---|------------------------|-------------------------|------------------|---|
| No | | | | | | |

H. 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) |
|----------------------|----------------|--|---------------------|--------------------|
| No | | | | |

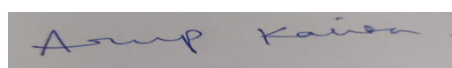
I. ACADEMIC ACTIVITIES ATTENDED:

| Title of Activities | Type (Conference/Seminar/Webinar/ Workshop/RC/OP/STC/FDP, etc. | Name (s) of Organizer | Dates (From – To) |
|---------------------|---|--|----------------------|
| National Seminar | Seminar | University of Science and technology, Meghalaya collaboration with Beltola College | 13-14 June -2022 |

J. ACADEMIC ACTIVITIES ORGANIZED:

| Names of Event Organize | Category Seminar/ Conferen ce/ Webinar/ Worksho p/ Training Program | Role in the activities (e.g. Coordinator /In- charge /Member/P articipant if any) | Dates (From- To) | Collabor ating Unit (if any) | Internation al/ National/ Regional/ Local/ Institutiona l | No. of Teachers Participan t | No. of Students Participant |
|---|---|---|---|--|---|---------------------------------------|-----------------------------------|
| 2 days National Seminar on contemporary Issues Of Politics and International relations | Seminar | Join Coordinator | 13/06/ 2022 and 14/06/ 2022 | USTM with Dept. of PSC, Beltola College | National | From Beltola College03 | From Beltola College09 |

I hereby declare that the facts and figures mentioned in this format as above, are correct, genuine 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 higher authority as per established procedural norms.



(Arup Kalita)

(Signature of the Incumbent)