

**GOVT. COLLEGE FOR WOMEN GANDHI NAGA JAMMU**  
**NAAC ACCREDITED: GRADE- "A"**

**SELF APPRAISAL REPORT OF TEACHERS**

1. **Department** : English
2. **Name ( In capital Letters)** : DR. JYOTI DUTT
3. **Father's Name** : Sh. H.R. Dutt
4. **Present Address** : H.No. 399, Susheel Nagar Ext., Gole, Camp Road,  
Talab Tillo, Jammu
5. **Permanent Address** : H.No. 399, Susheel Nagar Ext., Gole, Camp Road,  
Talab Tillo, Jammu
6. **Contact No.** : 9419240064
7. **E-mail** : [manjyoti9813@gmail.com](mailto:manjyoti9813@gmail.com)
8. **Current Designation** : Assistant Professor
9. **Current Pay Band and Grade pay** : Rs. 15600-39100+ AGP 8000
10. **Date of Last Promotion with order** : 06-11-2018  
**No. (Attach order Copy)**
11. **Due date for Next promotion** : 06-11-2021
12. **Date and Place of Birth** : 21-07-1976, Jammu
13. **Sex** : Female
14. **Marital Status** : Married
15. **Nationality** : Indian
16. **Category to which belongs** : General
17. **Date of Joining in this college** : 24-10-2019
18. **Qualification at the time of** : Ph.D.  
**appointment in Higher Education**  
**Department**
19. **Area of Specialization** : English (Feminism)
20. **Academic Qualification (Attach hard copies)**

Examination Passed	Board/University	Subjects	Year	Division/Grade/Merit
SSC	JKBOSE	English, Mathematics, Hindi, Science,	1991	II <sup>nd</sup>

		Social studies		
Higher Secondary II	JKBOSE	General English, Economics, Education, political Science	1993	II <sup>nd</sup>
Bachelor's Degree(s)	University of Jammu	General English, Philosophy, Education, English Literature	1996	I <sup>st</sup>
Master's Degree(s) (MA/M.Sc)	University of Jammu	English	1998	II <sup>nd</sup>
NET/SLET	-	-	-	-
Other Diploma/Certificates, etc.	-	-	-	-

## 21. Research Experience & Training (Attach hard copies)

Research Stage	Title of Work/Thesis	University where the work was carried out	Year
M.Phil or equivalent	-	-	-
Ph.D.	Eiron or Alazon : Revisioning of the African-American Females in the Novels of Gloria Naylor	University of Jammu	2009
D.Sc./D.Litt.	-	-	-
Training (Please specify)	12 weeks Certificate SWAYAM-NPTEL online course in "Applied Linguistics" (July-October, 2019)	NPTEL (online MOOC Course)	2019

## 22. Appointments held prior to joining Higher Education Department

Designation	Name of the Department	Date of Joining	Date of leaving	Reason for leaving	
Lecturer (contractual)	GDC Bhaderwah, GCW Parade, GCW Gandhi Nagar,	1-11- 1999	31-05-2009	Contractual on academic arrangement basis	

## 23. Posts Held after appointment in Higher Education Department

Designation	From	To	Pay Band with Grade Pay
Lecturer	06-11-2009	05-11-2013	15600-39100+ AGP 6000
Senior Scale	06-11-2013	05-11-2018	15600-39100+ AGP 7000
Selection Grade	06-11-2018	05-11-2021	15600-39100+ AGP 8000
Head of Department	30-12-2022	Till date	15600-39100+ AGP 8000

## 24. Details of College / Departments where served till date

Designation	Department / College	From	To
Lecturer	GDC Basohli	06-11-2009	23-12-2009
Lecturer	GCW Gandhi Nagar	24-12-2009	19-12-2013
Senior Scale	MAM College GCW Gandhi Nagar	19-12-2013 24-10-2019	23-10-2019 Till date
Selection Grade/Associate Professor	GCW Gandhi Nagar	06-11-2021 (due)	

## 25. Details of Research Publications (Attach hard Copies)

	Title with year / Volume / page No.	ISSN No. / ISBN No.	International	National	Others	Impact factor	H- Index	Whether you are main author	No. of Co- Authors
Peer Review E- Journals	Dutt, J. and Sharma, M. 2020.		-	--	J&K UT	-	-	Yes	01

	Traditional V/s Online Examinations. Daily Excelsior. June 1st, 2020, page 7.								
	Jyoti Dutt. 2022. Gloria Naylor: Black Ecstasy or Agony. International Journal of Humanities Social Science and Management (IJHSSM) , Volume 2, Issue 1, pp: 74-79		International	-	-	-	-	yes	-
	Jyoti Dutt. 2022. Existential bonding or fracture: A comprehensive review of the novel The Women of Brewster Place by Gloria Naylor. International Journal of Humanities Social Science and Management (IJHSSM), Volume 2, Issue 1, pp: 80- 86		International	-	-	-	-	yes	-

- a) No. of publication reporting in web of science. -  
b) No. of publications reported in Scopus. -  
c) No. of publications reported in Google Scholar. -  
d) No. of Publications reported in Indian Citation Index. -  
e) Intellectual property Right (IPR) and Patents -  
i) Granted: \_\_\_\_\_ ii) Filed: \_\_\_\_\_ iii) Licensed \_\_\_\_\_  
f) Income from IPR and Parents -

**26. Research Guidance : NA**

Sr. No.	No. of Students Enrolled	Thesis Submitted	Degree / certificates Awarded	Name of the Institution	Year	
M.Phil or Equivalent						
Ph.D or Equivalent						

**27. Research Projects carried Out : Nil****a) Details Regarding Minor Project (Attach copy)**

Title of the Project	Outlay in Rs. Lakh	Completed	Ongoing	Sanctioned	Submitted	Duration

**b) Details Regarding Minor Project (Attach copy)**

Title of the Project	Outlay in Rs. Lakh	Completed	Ongoing	Sanctioned	Submitted	Duration

**28. No. of Books Published (Provide Specimen Copy): Nil**

Name of the Book / Edited Book	ISBN No.	Year of Publication	No. of Chapters in Edited Books	Name of Publisher
Studies in Myth, Orality and Folk lore, in World Literature				

**29. Seminars, Conferences, Symposia, Workshops, Orientation Programmes, Refresher courses attended (Attach Certificates)****a) Seminars**

Name of the Seminar	College / Universities / State / National / International Level	Name of the Sponsoring Agency	Place and Date

Two day National Seminar on “Quality Concerns in Higher Education for Human and Social Development in Glocal Cotext”.	National	NAAC	22-23 April, 2011. Govt College for Women, Gandhi Nagar, Jammu.
One day National Seminar on “ Socio-Cultural Aspects and Challenges of Tribal Communities of North Western India”.	National	ICSSR sponsored	24th April, 2012. Govt College for Women, Gandhi Nagar, Jammu.

**b) Conferences:**

Name of the Conference	College / Universities / State / National / International Level	Name of the Sponsoring Agency	Place and Date
03 days National Conference on Innovative Technological Interventions for doubling farmers’ income (NaCITI-2018)	National	SKUAST-Jammu and ICAR, New-Delhi	February 8-10, 2018 SKUAST-Jammu, Chatha
03 day International Conference on “Language, Literature, and Folklore	International	Cluster University of Jammu	28-30 January, 2023 CLUJ, Jammu

**c) Symposia**

Name of the Symposium	College / Universities / State / National / International Level	Name of the Sponsoring Agency	Place and Date
Awareness Programme on Assessment accreditation and post accreditation and interactive meet	Sate level	Department of Higher Education, J&K	December 8-9, 2007

**d) Workshops**

<b>Name of the workshops</b>	<b>College / Universities / State / National / International Level</b>	<b>Name of the Sponsoring Agency</b>	<b>Place and Date</b>
National Workshop on “E-content Development and Management”.	National	NAAC	23-24 July, 2015. Govt College for Women, Gandhi Nagar, Jammu.
07 days National Workshop on Manuscriptology and Paleography of Indian Scripts (Brahmi, Sharada and Nastaliq) Organized by Sanskrit Department, University of Jammu and Millennium India Education Foundation (MIEF), New-Delhi.	National	MIEF	December 24-30, 2019 Sanskrit Department, University of Jammu
Two day workshop on “Climate Change & Us”organized by Division of Animal Nutrition, Faculty of Veterinary Sciences & Animal Husbandry, SKUAST-Jammu	National	SKUAST-Jammu	R.S. Pura March23-24, 2022

e) **Orientation Programmes**

<b>Name of the Orientation Programme</b>	<b>College / Universities / State / National / International Level</b>	<b>Name of the Sponsoring Agency</b>	<b>Place and Date</b>
General Orientation Course.	University	UGC	21-02-2011 to 24-03-2011. UGC Academic Staff College, University of Jammu

f) **Refresher Course**

<b>Name of the Refresher Course</b>	<b>College / Universities / State / National / International Level</b>	<b>Name of the Sponsoring Agency</b>	<b>Place and Date</b>
Refresher Course in Languages.	University	UGC	06-04-2015 to 25-04-2015. UGC Academic Staff College, University of Jammu
Three Week Refresher Course in Behavioral Sciences	University	UGC	11-12-2017 to 31-12-2017 UGC Human Resource Development Centre, University of Jammu
On-line Faculty Development Programme on ICT Enhanced Teaching Learning and Creating MOOCs.	National Level	Ministry of Human Resource Development, GoI	18-25 August, 2020. On-line Organized by Shivaji College in collaboration with Ramanujan College, University of Delhi
One week Faculty Development Program on “Govt. Web Portals and IT Tools”	National	PSPS Govt, PG College for Women, Gandhi Nagar, Jammu	December 12-16, 2022. PSPS GCW, Gandhi Nagar, Jammu
Two week National Level Faculty Development Programme on “Innovative Teaching Strategies and Tools in the Digital Age”	National	Institution Innovation Council, Ludhiana	March 01-14, 2022
Ten day International Faculty Development Programme on Multidisciplinary Research Methodology	International	Govt, College for Women, Bhagwati Nagar	April 24 to May 03, 2023.

**30. Whether you have served as Expert / Chairperson / Resource Person (Attach hard Copies)**

<b>Name of the Event</b>	<b>Expert / Chairperson / Resource Person</b>	<b>International / National / State / University / college</b>	<b>Place</b>	<b>Date</b>



1. Inter Army Public Schools Cluster Level English Debate Competition	Judge	Cluster level	Army Public School, Ratnuchak, Jammu	27 Sep. 2019
---	-------	---------------	--	-----------------

**31. a) Whether you are using ICT (Information and communication Technology) in Teaching**

✓  YES  NO

b) If of classes during ICT for session 2015-2016  
Yes

**32. No. of Seminars, Conferences, symposia, workshops, orientation programmes, organized (Attach documentary proof)**

Level		International	National	State	University	College
Name						
Sponsoring Agencies						
Date						

**33. No. of Awards received / Special Achievement : (Attach Certificates)**

**34. Teaching Experience**

Courses Taught	Name of the University / College / Institution	Duration
i) U.G (B.A. / B.Sc. etc) (B.A. English Hons.)	A. Contractual/academic arrangement B. As a regular/permanent teacher	10 years 11+ years
ii) P.G (M.A./ M.Sc., etc)	-	-
iii) Any other (eg. Women study, Skill Development, Add on courses, coaching (JUET, CET) etc)	-	-

**35. Total Teaching Experience in College**

(i) Regular Capacity :  
a) Under-graduate : 11 years 8 months  
b) Under-graduate (Hons) : 4 years

- c) Post-graduate : -
- (ii) Temporary Capacity
- a) Under-graduate : 10 years
- b) Under-graduate (Hons) : -
- c) Post-graduate : -
36. **Total Teaching Experience in school** : -

**37. Results for the session 2018-19 and 2019-2020**

Session	Class	No. of Students Appeared	No, of Students passed	Result % Age
2018-19 (2 semesters)	UG courses (10 courses)	800	620	77.5 %
2019-20 (2 semesters)	UG courses (10 courses)	300	242	80.60

**38. Innovations / Contributions in Teaching**

- a) Design of Curriculum : Development of e-content in English subject for Cluster University of Jammu
- b) Teaching methods : Using conventional and ICT tools including ppts., Youtube, animations and online platforms such as google Meet, Google Classroom, WiseApp, WhatsApp, etc.
- c) Laboratory experiments : In Functional English and Phonetics
- d) Evaluation methods : Quiz, assignments, regular periodical and terminal exams, google forms, etc.
- e) Preparation of resources material (Including books, reading materials: Laboratory manuals etc) : Study material prepared in the form of Handouts and soft copies
- f) Remedial Teaching / student counseling (academic) : Students weaker in studies given special attention and extra time to improve them
- g) Any other : -

**39. Extension work / Community Service**

- a) Please give a short account of your contribution to

- |     |  |  |
|-----|--|--|
| i)  | Community work<br>(such as values of <i>National Integration</i> , Secularism, Democracy, Socialism, humanism, peace, scientific temper, flood or drought relief, small family norms etc.) | Making regular contribution as relief to the people affected by natural calamities/disasters such as flood, drought, earthquakes, etc. |
| ii) | National Literacy Mission  |  |
| b)  | Positions held / Leadership role played in organization linked with extension work and National service scheme (NSS), or NCC or any other similar activity                                 | -  |

#### 40. Participation in Corporate Life:

Please give a short account of your contribution to:

- |    |   |  |
|----|---|--|
| a) | College / University / Institution  | Besides routine teaching work, I have remained actively involved in extra curricular activities like management of official events and functions. I have remained active in upkeep and management of college campuses, hostels and discipline among students |
| b) | Co-Curricular Activities  |  |
| c) | Special Contribution in enriching the campus and campus life (Hostels, sports, Games, cultural activities, cleanliness etc)                     | Remained member of Campus Upkeep Committee, Literary and Cultural Committee and Staff Joint Secretary  |
| d) | Students welfare and discipline   | Students Hostel Committee and Discipline committee   |
| e) | Membership / participation in Bodies / Committees. On Education and National Development (College Level) indicating your personal contribution: |  |
| f) | Member of any cultural organization, literacy organization, social organization   | -  |
| g) | Contribution to the college by being the member of organization (Any or All of the above)   | -  |
| h) | Membership of Professional / Academic Bodies, Societies etc:  | -  |
| i) | Editorship of Journals  |  |

**41. Any other Information -**

**(Signature of the Teacher)**