

## Personal profile

Name	Dr. Asma Saeed
Father's Name	Late Syed Zahoor Ahmed
Date of Birth	15 <sup>th</sup> July, 1958
Present Postal Address	H.No. 36/1056 Near F.K.General Store Byron Bazar Raipur (CG)
Present Postal Address	H.No. 36/1056 Near F.K.General Store Byron Bazar Raipur (CG)
Contact No.	7879582326
Email Address	asmasaeed1985@gmail.com
Nationality	Indian

## Academic Profile

Department	Urdu
Designation	Assistant Professor
Date of Appointment in Present institution	09-10-1992

## Education Qualification

Degree	Subject	Institution	Year
Ph.D	Urdu	Barkatulla University, Bhopal	2000
PG	Urdu	Barkatulla University, Bhopal	1983
UG	Urdu,Hindi,Poltical Science,Home Science and Arabic	MLB College, Bhopal	1978
Other	B.Ed	Safiya College Bhopal	1985

## Experience

Organization/Institution	Designation	Duration (From-to)
Durga Mahavidyalaya, Raipur (C.G.)	Assistant Professor	09-10-1992 to till date

## Orientation/ Refresher/Staff training Courses Attended

S.No.	Name of the course	Duration (From-to)	Organized by
1	Orientation	22.02.1996 to 07.03.1996	Rani Durgavati University, Jabalpur
2	Refresher	18.01.2000 to 08.02.2000	Jamia Milliyya Islamia University, New Delhi
3	Refresher	03-02-2005 to 24.02.2005	Jadhavpur University, Kolkata
4	Refresher	18.07.2006 to 07.08.2006	Jamia Milliyya Islamia University, New Delhi

## Administration Assignments (last five years)

Session	Administrative Assignments
2013-2014	Member of Admission Committee and Purchase Committee
2014-2015	Member of Library Committee, Member of Physical Verification and Audit Committee
2015-2016	Member of Internal Assessment, Member of Data Collection and Analysis Committee, Member of Women Anti-Harassment Cell
2016-2017	Member of Grievance Cell, Member of UGC Cell
2017-2018	Member of Internal Assessment Committee, Member of Research Magazine Committee, Member of Women Anti-Harassment Cell

## Areas of Specialization/Interest

- Nazm

### Papers Taught (last five years)

- Nazm
- Nasr

### Academic Participation in University/Other Colleges

President	Urdu Adhyan Mandal	Pt. Ravishankar Shukla University, Raipur
Member	Urdu Adhyan Mandal	Guru Ghasidas University, Bilaspur
Member	Vidya Parishad	Pt.Ravishankar Shukla University, Raipur

### Seminar/Conference/Workshop/Symposium attended (last 5 years)

S.No.	Date	Topic	Organized by	Regional/National / International
1	2001	Women Empowerment and Islam	Pt.Ravishankar shukla University, Raipur	National Seminar
2	2016	Shodh Patrika Kaise Likhe ?	Guru Ghasidas University, Bilaspur	National Workshop