

# Dr. Sartaj Khan

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Al-Ameen Arts, Science and Commerce College  
Hosur Road, Bangalore-560027  
9945175640  
[psartajkhan334@gmail.com](mailto:psartajkhan334@gmail.com)

## EDUCATION

- Ph.D.** 2012, Dravidian University, Kuppam.
- M.A.** (English) 1987, Sri Venkateswara University, Tirupati.  
Specialization: Language and Literature.
- P.G.D.J.** 2001, (Post Graduate Diploma in Journalism), Bharatiya Vidya Bhavan, Bangalore.
- C.T.E** 1994, (certificate in Teaching of English), Central Institute of English and Foreign Languages, Hyderabad.
- GRANTS** U.G.C. sponsored fellowship to pursue Ph.D. as F.I.P. candidate

## RESEARCH AND TEACHING EXPERIENCE

### RESEARCH AREA

Corporate Communication.

**Topic:** English as a Tool of Corporate Communication—  
A Psycho-Lingual Analysis.

Conducted research on management subjects of Interpersonal Relationships, Empathy Factor, Leadership, Attitudinal Aspects, Leadership Issues and Barriers to Communication. Their application to study and interpretation of literature and its applicability in the classroom situation. Focus was on psycho-lingual analysis of English language.

### TEACHING EXPERIENCE

Since 1987 till date.

At under graduate and postgraduate levels

Designation: Associate Professor & Head, Department of English

Specialization: Language and Literature.

**Research Supervision:** Registered as Research Supervisor, Mysore University presently supervising six Ph.D. Research Scholars.

### **SKILLS**

Specialised in designing teaching tools based on curriculum. Devised curriculum based exhibitions to make academics easy for the students to learn lessons.

Received appreciation certificate from the college administration

Devised LSRW skill development through library usage. This tool is incorporated in the IQAC programme of the college.

### **IN-HOUSE ACTIVITIES**

Editor of ***Al-Ameen Outlook***—an in-house quarterly Newsletter of the institution

Coordinator: Internal Quality Assurance Cell (IQAC). Suggested innumerable innovative ideas to the administration as the coordinator.

**Present position held:** Principal, Al-Ameen Arts, Science and Commerce College, Bengaluru

### **PAPERS PRESENTED**

- Presented paper at State Level Seminar organized by department of Commerce of Al-Ameen Arts, Science and Commerce College on 16<sup>th</sup> April, 2008 titled: *Communication Skills in Tourism*
- Presented paper at National Workshop on Teaching Literatures in English: *Contemporary Trends and Techniques* on 25<sup>th</sup> and 26<sup>th</sup> March, 2009, organized by Dravidian University, Kuppam, titled: *Learning Language through Literature*.
- Presented paper at APSCHE and UGC sponsored international seminar on “Teaching Literatures in English for Cross-Cultural Communications” organized by Dravidian University, Kuppam, titled: *Issues of Cross Cultural Communication in Indian Call Centers—A study*.
- Presented paper at 7<sup>th</sup> International Congress of English Grammar (ICEG 2011) organized by at Bannari Amman Institute of Technology, 28-30 December, 2011, titled: *Corporate Communication for Human Resource Management-Its Relevance*
- Presented paper at International Conference, Garden City College titled: *Communicative Value of silence in Resistance Literature*, 27-28 Jan, 2012.

- Presented paper at The Asian Congress for Media & Communication (International Conference, Thailand) titled The Role of Persuasive Communication in the Commodification of Thought. 2012
- Presented paper at National Conference, Garden City College titled: *Media as a form of Neo Realism Literature* at Garden City College, 2013.
- Presented paper at the 9<sup>th</sup> International Congress on English Grammar titled Systemic Functional Linguistics at VIT University, 3-5 Jan, 2013.
- Presented paper at International Conference, Sheshadripuram First Grade College titled: *Emotional Intelligence-An eminent tool of human understanding*, 19<sup>th</sup> March, 2014.
- Presented paper at international Conference, Garden City College titled *Reflections of Trans-socio-Political issues in the writings of Anne Ranasinghe: A Sensuous Response to Human Rights & Ethnicity*, 7-8 Feb, 2014.
- Presented paper at two day National Seminar titled: *Cinematic Approach to Literature* at Government Arts College, 8-9 Jan, 2015.

### PAPERS PUBLISHED

- Title: ***Empathy: The Cementing Factor of Human Relationship*** in International Journal of Psychology and Education, P 89-101, ISSN 23218606, Vol-1, Issue-1, Feb, 2014.
- Title: **Empathic Communication—A Review** in Asian Review of Social Sciences—an international Peer Reviewed Journal on Social Sciences, ISSN 2249-6319, Vol 3 Issue-2, December, 2014.
- Title: ***Use of Persuasive Communication in the commodification of Thought*** in International Journal of Current Research and Academic Review, ISSN 2347-3215, Vol-2, Issue 2, Feb, 2014.
- Title: ***Impediments to Successful Communication*** in International Journal of Research of Multidisciplinary Research Review, ISSN 2395-1877, Feb, 2016.
- Title: ***Knitting Relationship Through Communication: A Discourse of Correlation*** published by Jadhavpur Journal of Language and Linguistics, a UGC approved journal, ISSN 2581-494X Vol.3, No.1, 2019, p.116-216.

### SESSIONS CHAIRED

- Chaired a session on Issues of Language, Form and Genre in Story Telling held at Garden City college, 5-6<sup>th</sup> Feb , 2015
- Chaired a session on Human Rights & Nationalism at International Conference, Garden City College,4-8Feb,2014.
- Chaired a session on Representation and misrepresentation of women at National Conference held at Garden City College, 22-23 March, 2013.
- Chaired a session on Human Rights, Nationalism & Recent Political Scenario at Garden City College, 7th Feb, 2015 .
- Moderated a session at Government Arts College, 2014, titled Literary Texts and the Celluloid World.
- Chaired a session at International Conference on *Narrative & Narratology: Traditions & Innovations in Story-telling Patterns* held at Garden City College, 5-6Feb, 2015.

### **Workshops**

- Conducted a session at “One day National Level Workshop”, Government First Grade College, Vijaynagar, on Use of technology in Undergraduate Classrooms at Government First Grade College, 4<sup>th</sup> March2013.
- Participated in a two days workshop on “Techniques in Teaching Soft skills held at NIT, Tiruchinapalli, 20-21Sept, 2013.
- Conducted a workshop on Personality Development and Leadership skill Program at AIISc
- Conducted One National level conference and Two University level Workshops.

### **Lectures Delivered**

- Delivered a Lecture on Relevance of Literature to Corporate Communication at Sheshadripuram First Grade College.
- Delivered a Lecture on Reflections of The Soft skills in Literature Studies at Sheshadripuram First Grade College.
- Delivered a lecture on Victorian Era in English Literature at Garden City College.
- Delivered a lecture on Literary Criticism & Critical reading.

### **Plenary address:**

Delivered a talk at the plenary session at the National Conference on *Modern Literature in English since 1980* titled: Nuances of Media in the Contemporary World and Its Relevance to Literature

As a member of the Text Book Committee, delivered a talk at the Faculty Development Programme organized by **V.V.N. Degree College** on the approaches to two textual lessons designed by self

Delivered a talk at the Faculty Development Programme organized by **M.S.Ramaiah Degree College** on the approaches to one lesson contributed by self

### **On the Board of Referees:**

- *Luminaire*, a Refereed Journal of Department of Languages, ISSN: 2249 2542, Garden City University.

### **Research Related Activity:**

- External examiner, Annual Review of Ph.D. progression, Reva University, Bengaluru.
- Adjudicator of Ph.D. thesis of Manjusha C.B. (16PHD1001) submitted to VIT University, Chennai.
- External examiner (Viva-Voce Examination) of Manjusha C.B. (16PHD1001) submitted to VIT University, Chennai.

### **University Assigned Academic activities:**

- Chairman, Board of Examiners, Bangalore University, 2018-19
- Textbook committee member of Bangalore University B.Sc. Text for I, II, III and IV semesters
- Contributed six lessons/chapters to the text with enough of grammar portions.
- B.O.E member twice
- Four times paper setter
- Chairman, Board of Examiners, Bengaluru City University, 2021-22

### **Institutional Assignments held:**

**Organising secretary** of National level conference conducted on “Multi-Disciplinary Approaches to Literatures in English” attended by 160 delegates from all over the country.

**Editor** of two volumes of the proceedings of the national conference articles.

**Consultation services:** As an administrator, associated with Ar-Raheem School at K.R.Puram to resurrect and revive it after its dismal performance in academics over years.

**Personal strengths:** Good interpersonal relationship with the people at all levels with empathic and objective understanding of the issues related to the people and organizational functioning.

Determination to achieve the goals set by self and organization.

**Co-curricular activities:**

NSS: was NSS officer of the college for two years from 2002 to 2004

NCC: was commissioned Associated NCC Officer from 2004 to 2013

**Membership:**

Member of English Language Teachers Association (ELTAI)

**Biography:**

Born on 4<sup>th</sup> July, 1965 in a humble family of educated people. Passion for serving the community through education. Good at establishing interpersonal relationship with the people.

Flair for reading and writing.

The above-furnished information is true to the best of my knowledge.

Regards.

(DR. SARTAJ KHAN)