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Very Urgent.

Post-Graduate (Arts) Department
Asutosh Building
Calcutta

The 22nd January, 1929

Dear Sir,

I have been asked by the University Organisation Committee to furnish information on the points mentioned in the enclosed paper. Will you be so good as to supply me with the particulars on or before the 28th January, 1929.

Yours faithfully,
G. N. Banerjee,
Secretary.

The following information to be supplied with regard to each teacher :-

- (a) Status i.e. Professor, Lecturer, Asst. Lecturer etc.
- (b) The date of each teacher's first appointment and the terms of the appointment including starting salary, increments, if any with dates, and length of appointment.
- (c) Subjects taught and number of hours of lecture per week, group by group, actual routine to be supplied together with the number of students attending each lecture.
- (d) Age, qualifications, published research work or other published work or other academic activity of each teacher.
- (e) Under-Graduate work, if any, undertaken by each teacher.
- (f) A statement from each teacher as to the tutorial or practical or research work, if any, done with each class.

Very Urgent.

Post-Graduate (Arts) Department
Asutosh Building
Calcutta

The 22nd January, 1929.

Dear Sir,

In enclosing herewith a copy of the Questionnaire from the University Organisation Committee I have to request you to be so good as to supply me with answers to such questions as are relevant to your Department on or before the 28th January, 1929.

Yours faithfully,

G. N. Banerjee,

Secretary.

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UNIVERSITY ORGANISATION COMMITTEE

QUESTIONNAIRE

Questions.

Bodies or persons
whose opinions
are invited.

1. Do you consider that the number of teachers under your Board, as fixed by the Senate on the report of the last Re-organization Committee, is adequate for its requirements or in the light of experience since the last reorganisation, would you propose any reduction or increase?

✓ Professors, Boards
and Chairmen.

2. (a) On what lines, if any, would you propose re-adjustment or development of the activities of each Board in the immediate future?

✓ Professors, Boards,
Chairmen, Exe-
cutive Committees
and Governing
Body of Science
College.

(b) Do you think that the courses of study in each subject require modification? Do you think that the number of groups into which the subjects have been subdivided is satisfactory? If not, what alterations would you suggest in order to ensure efficient teaching?

(c) Do you consider the present division of subjects satisfactory or do you recommend regrouping of subjects or branches of subjects from the point of view of teaching and administration?

(d) If any developments take place as outlined in (a), (b) and (c) above, how will they affect your answer to Q. 1?

3. (a) Are you satisfied with the present standard of examination or teaching? If not, how would you propose to improve it?

✓ Chairmen, Boards
and Professors.

(b) Do you consider the present arrangements regarding the M.A. and M.Sc. Examinations and the procedure of appointing examiners and of publishing results of examinations satisfactory?

✓ Ditto, also Con-
troller of Exami-
nations, Executive
Committees and
Governing Body of
Science College.

If not, what modifications would you suggest?

4. Are you satisfied with the present facilities given to teachers for the proper discharge of their duties?

✓ Chairmen, Profes-
sors and Boards.

5. (a) Do you consider the present relationship between the Colleges and the Post-Graduate Department to be satisfactory?

✓ Ditto, also
Executive Commit-
tees and Governing
Body of Science
College.

Note.—"Professors" means University Professors.
"Teachers" means University Lecturers and Assistant Lecturers.
"Chairmen" means Chairmen of Boards of Higher Studies.
"Boards" means Boards of Higher Studies.

Questions.

Bodies or persons
whose opinions
are invited.

(b) How far do you think the Post-Graduate Department can co-operate with the affiliated Colleges in Calcutta with regard to under-graduate work?

(c) What is the extent of co-operation from College teachers which your Board now gets? Is it practicable to extend it, and if so, to what limit? Are you satisfied with the control of the Post-Graduate Department over part-time lecturers?

6. To what extent, and under what circumstances and conditions, should persons, who are not in the teaching profession, be invited to take part in Post-Graduate work?

Professors and
Chairmen.

7. Are you satisfied with the present mode of appointing University Professors and Teachers? If not, what suggestions would you make?

Chairmen, Pro-
fessors and Boards.

8. (a) Do you consider it necessary or desirable that the present arrangements for teaching subjects for under-graduate students in the University should be continued, taking particularly into consideration the provision made for the study of such subjects in Calcutta Colleges?

Executive Com-
mittees and Govern-
ing Body of Science
College.

(b) If you advocate that teaching of some subjects should be continued, what proposals would you make to secure efficient control and supervision of work?

9. (a) Is the present constitution of the Post-Graduate Department working satisfactorily? If not, what modifications would you suggest?

(b) Are you in favour of two Councils or one? How would you effect an amalgamation of the two Councils, if you are in favour of it? Should the constitutions and functions of the Council or Councils be confined to academic matters?

Syndicate, Board
of Accounts Chair-
men, Professors,
Executive Com-
mittees, Governing
Body of College
of Science, Trust
Boards, Registrar,
Controller and two
Secretaries of P. G.
Councils.

(c) Are you in favour of maintaining the present differentiation between the Higher Board of Studies and the Board of Studies? If not, what are your proposals for amalgamating the two in relation to existing authorities? What functions would you assign to the Boards of Studies you propose? How would you constitute them?

(d) Is it desirable that there should be closer co-ordination between the different administrative bodies in the University, or that some departments be amalgamated? If so, on what lines?

Note.—Bodies to be noted—

(a) Boards and Executive Committees and Councils and Syndicate.

(b) Governing Body of Science College and Science Executive Committee.

Questions

Bodies or persons
whose opinions
are invited.

(c) Governing Bodies of Trust Funds and the Post-Graduate Department.

(d) Syndicate and Post-Graduate bodies.

(e) Senate and Post-Graduate bodies.

(f) Board of Accounts and Syndicate and Executive Committees.

10. (a) Are you satisfied with the existing arrangements for supervision and control of teaching work and of teachers in the Post-Graduate Department? If not, what suggestions would you make?

Chairmen, Professors Boards, Executive Committees and Governing Body of Science College.

(b) Is it desirable that the President of the Post-Graduate Council, the Chairman of each Board and University Professors, or any other authority should have definite administrative functions and authority, over the teaching staff concerned, assigned to them? If so, in what way?

11. Do you consider the grades of pay or the fixed salaries, as the case may be, of University Professors, Lecturers, Assistant Lecturers and Demonstrators to be adequate, and the terms of their appointment and the present Provident Fund Rules to be satisfactory?

Chairmen, Teachers, Professors and Governing Body of University Law College.

12. (a) Have you any suggestion for the re-organisation of the University Offices, including the University Press, with reference to the number of assistants required, their grades of pay, conditions of service, leave rules and pension and Provident Fund rules?

Executive Committees, Syndicate, Registrar, Controller, Secretaries, Governing Bodies of University Law College and College of Science, and Board of Accounts.

(b) What modifications, if any, would you suggest in the procedure of making appointments in the administrative staff with a view to ensure proper selections?

(c) Would you advocate amalgamation of certain offices?

13. What modifications, if any, would you suggest in the procedure of preparing the Budget of the Post-Graduate Departments, the Governing Body of the College of Science, the Press and Publication Department, Law College and other Bodies with a view to secure more economic and efficient co-ordination and control?

Syndicate, Board of Accounts, Executive Committees, Governing Bodies of Science College and Law College and Trust Boards.

14. How would you alter the existing rules and regulations in order to simplify work in the administrative departments of the University?

Syndicate, Executive Committees Governing Body of Science College and Board of Accounts.

Questions.

Bodies or persons
whose opinions
are invited.

15. In view of the financial difficulties of the University have you any suggestions to make so as to augment the fee or other income of the University ?

Board of Accounts, Syndicate, Governing Bodies of Science College and Law College, Executive Committees and Trust Boards.

16. How would you bring the University into closer touch with the educated public ? Do you advocate organising Extension Lectures to be delivered by University Teachers ?

Chairmen, Professors and Executive Committees.

17. How would you build up a corporate life among Post-Graduate students and bring them into closer touch with the teachers ? What modifications, if any, would you suggest regarding the present arrangements in the matter of students' residence and welfare work ?

Chairmen, Professors, Teachers, Students' Welfare Committee, Students' Residence Committee, Executive Committees and Governing Bodies of Law College and Science College.

What steps should the University take to further physical instruction to the students under its direct control ?

SENATE HOUSE :
19th January, 1929.

SYAMA PRASAD MOOKERJEE,
J. N. MUKHERJEE,
Joint-Secretaries,
University Organisation Committee.