



**UGC–Human Resource Development Centre
Jadavpur University
Kolkata**

**Notification for OP, RC, STC & Other Programmes as approved by UGC, New Delhi
for the Session 2017–2018**

Sl. No.	Programme Title	Name & Contact Details of Coordinator(s)	Programme Date	Application Opens on	Application Closes on
I. Orientation Programme					
1.	67 th Orientation Programme	UGC-HRDC Dr. Nandan Bhattacharya 9433507577	November 13 – December 11, 2017	September 11, 2017	October 13, 2017
2.	68 th Orientation Programme	8697977343 ugchrdcju@outlook.com	February 5 – March 3, 2018	December 1, 2017	December 29, 2017
II. Inter-disciplinary Refreshers Courses					
1.	Disaster Management & Environment	School of Oceanography Prof. Sugata Hazra 9830200692 sugata_hazra@yahoo.com	October 23 – November 13, 2017	August 21, 2017	September 15, 2017
2.	Understanding ICT for Professional Development in Education	Department of IT Prof. Samiran Chattopadhyay 9830613450 samirancju@gmail.com	December 1- 22, 2017	September 18, 2017	October 31, 2017
3.	Studies in Peace and Conflict	School of Strategic Studies Prof. Shibashis Chatterjee 98741985880 shibashis.chatterjee@gmail.com Prof. Anindya Jyoti Majumdar 9830872747 anindyamail@rediffmail.com	December 1–22, 2017	September 18, 2017	October 31, 2017
III. Subject Specific Refreshers Courses					
1.	Recent Advances in Chemistry	Department of Chemistry Prof. Chittaranjan Sinha 9433621872 crsjuchem@gmail.com	January 2–24, 2018	November 1, 2017	November 30, 2017
2.	Recent Advances in Civil Engineering	Department of Civil Engineering Dr. Amit Shiuly 9748847530 amitshiuly2@gmail.com Dr. Tumpa Hazra 9732932854, 8777741403, htumpa@gmail.com Dr. Narayan Roy 7409234026 narayan.roy04@gmail.com	January 2–24, 2018	November 1, 2017	November 30, 2017
3.	Social Sciences, Social Inequalities and Public Policy: Reflections on Contemporary India	Department of Sociology Prof. Dalia Chakrabarti 9433304404 chakraborty.dalia@gmail.com Dr. Amites Mukhopadhyay 9830006597 amiteshmukhopadhyay@gmail.com	January 3–25, 2018	November 1, 2017	November 30, 2017
IV. Refreshers Course on Teacher's Educators					
1.	Refreshers Course on Teacher's Educators	Department of Education Dr. Bishnupada Nanda 9433529912 bishnupadananda@gmail.com	October 24 – November 14, 2017	August 21, 2017	September 15, 2017

V. One-week Short Term Courses					
1.	Research Methodology in Social Sciences	Department of Economics Prof. Saikat Sinha Roy 98304321344 saikat.sinharoy@gmail.com Dr. Sanmitra Ghosh 9836725720 sanmitraz@gmail.com	November 6–11, 2017	August 28, 2017	September 22, 2017
2.	Thinking Through Gender	School of Women Studies Mr. Hardik Brata Biswas 9830584463 hardikbb@gmail.com Dr. Kakoli Sengupta 9831127624 cuckoocal@gmail.com	February 1–7, 2018	December 1, 2017	December 29, 2017
Notification for Winter School and 3-day Workshop for Scholars on Yoga & Stress Management will be posted in the University website subsequently.					

- 1) Applications are to be made in the prescribed format ([click here](#) to download form for OP, RC and STC and [click here](#) to download form for STC on Research Methodology in Social Sciences) and submitted either by post or by person to the following address, or by e-mail (scanned copy of application along with No-Objection-Certificate and other relevant documents) to **hrdcju.op@gmail.com for Orientation Programme; hrdcju.rc@gmail.com for Refresher Courses and hrdcju.stc@gmail.com for Short Term Courses.**

Postal Address: The Director (Addl. Charge),
UGC-Human Resource Development Centre,
Jadavpur University,
Salt Lake Campus, Block – LB, Plot No. – 8,
Sector – III, Salt Lake City, Kolkata – 700 098

2) Eligibility:

a) For Orientation Programme

Newly appointed Assistant Professors/Assistant Librarians (Grade-II) within two years of continuous service and all those Teachers/Assistant Librarians (Grade-I)/Librarians who require orientation for getting a higher grade are eligible to apply.

Teachers/Assistant Librarians/Librarians working in universities that are included under section 2(f) of the UGC Act and teachers of colleges that do not yet come within the provision of section 12(B) but have been affiliated to a university for at least two (2) years may also apply for Orientation Programme. However, they would not be paid Travel Allowance/Dearness Allowance and other allowances for attending courses. Full time contractual/ad-hoc teachers who have been teaching for at least three (3) academic sessions in a college/institution affiliated to a university for at least two (2) years may also apply.

b) For Refresher Courses

- i) Completion of Orientation Programme is must to attend the Refresher Course.
- ii) There should be a minimum gap of one year between attending an Orientation Programme and a Refresher Course, unless it is essential for a teacher/librarian to fulfil eligibility conditions for career advancement and necessary permission from the relevant authority is obtained and submitted with application in that regard.
- iii) Assistant Professors and all those Teachers/Assistant Librarians who require Refresher Courses for getting a higher grade are eligible to apply.

(For details see <http://www.apiugc.com/usertpl/1subtle/4th-amendment.pdf>)

Teachers/Assistant Librarians/Librarians working in universities that are included under section 2(f) of the UGC Act and of colleges that do not yet come within the provision of section 12(B) but have been affiliated to a university for at least two (2) years may also apply for Refresher Programme. **However, they would not be paid Travel Allowance/Dearness Allowance and other allowances for attending courses.** Full time contractual/ad-hoc teachers who have been teaching for at least three (3) academic

sessions in a college/institution affiliated to a university for at least two (2) years may also apply. NOC from employer must be submitted with application in all cases.

(For detail see http://www.ugc.ac.in/pdfnews/8712907_XII-Plan-RCCB--HRDC-Guidelines.pdf).

c) Short Term Course on Thinking Through Gender.

i) Teachers/Assistant Librarians/Librarians working in universities that are included under section 2(f) of the UGC Act and of colleges that do not yet come within the provision of section 12(B) but have been affiliated to a university for at least two (2) years may also apply for Refresher Programme. **However, they would not be paid Travel Allowance/Dearness Allowance and other allowances for attending courses.** Full time contractual/ad-hoc teachers who have been teaching for at least three (3) academic sessions in a college/institution affiliated to a university for at least two (2) years may also apply. NOC from employer must be submitted with application in all cases.

(For detail see http://www.ugc.ac.in/pdfnews/8712907_XII-Plan-RCCB--HRDC-Guidelines.pdf).

ii) Registered M.Phil and Ph.D. research scholars of universities/institutes that are included under Section 12 (B) of the UGC Act may also apply. But NOC from the Chairperson of the Ph.D. Research Committee of the Department/School concerned is required. If employed, NOC from his/her employee *in addition* to NOC from Ph.D. Research Committee is to be submitted.

d) Short Term Course on Research Methodology in Social Sciences.

Only Registered M.Phil and Ph.D. research scholars of universities/institutes that are included under Section 12 (B) of the UGC Act are eligible to apply. But NOC from the Chairperson of the Ph.D. Research Committee of the Department/School concerned is required. If employed, NOC from his/her employee *in addition* to NOC from Ph.D. Research Committee is to be submitted.

3) If selected in a OP/RC/Winter School, a candidate has to fulfil all the formalities related to obtain the course completion certificate i.e. participate in the Seminar, Evaluation process, Group discussion and the Assessment work during the course under the guidance of resource persons or course coordinator/s. Evaluation shall be done on the following components:

- a) Multiple-choice objective tests
- b) Seminars/participant presentation
- c) Project/survey/others
- d) Micro-teaching/participation
- e) Holistic response (punctuality, regularity, initiative, conduct, responsiveness, etc.)

4) Selected candidates will have to arrange their own accommodation during their stay in Kolkata for the Programmes.

5) No. of seats:

An Orientation Programme/Refresher Course/Short Term Course/Summer School/Winter School will be organized only if there are at least 30 eligible applicants. Maximum number of applicants would generally be 35 with the exception of the Refresher Course on 'Recent Advances in Chemistry' where the number of seats would be 40. However, if need arises, additional 5 seats may be allocated to teachers/scholars (whichever is applicable) of Jadavpur University subject to approval by Director and/or CEO of UGC-HRDC, JU.

6) Selection criteria:

i) For OP, RC and STC on Thinking Through Gender

a) Date of promotion due and requirement of the programme concerned for the next stage of promotion.

b) For 67th Orientation Programme, preference may be given to teachers teaching in Arts / Humanities / Social Sciences / Commerce / Management departments / subjects / disciplines, whereas for 68th Orientation Programme, preference may be given to teachers teaching in Science, Engineering and Technology departments / subjects / disciplines.

Preferences for Librarians shall be given according to the basic discipline/subject of their respective B.A./B.Sc./B.Tech./B.E. degrees.

c) For percentage of seats as mentioned below, preference may be given to reserved category applicants:

SC: 22%

ST: 6%

OBC A: 10%

OBC B: 7%

Differently-abled: 3%

d) Selection of applicants would be made on the basis of their Score, which is calculated as the number of days between the Date of promotion and the Date of Commencement of the course.

e) For STC on Thinking Through Gender preferences will be given to Teachers/ Librarians over Ph.D./M.Phil research scholars

ii) For Short Term Course on Research Methodology in Social Sciences

If number of applicants exceeds the number of seats, then preference may be given to,

a) Scholars who have not attended before similar short term course organized by UGC-HRDC, JU.

b) Ph.D. scholars over M.Phil scholars

c) Ph.D. Scholars within first three (3) years of registration

d) M.Phil scholars either in the first year of M.Phil. programme (doing their course work) or at the beginning of their second year (with M.Phil research being at the initial stage)

e) For percentage of seats as mentioned below, preference may be given to reserved category applicants:

SC: 22% (8 seats)

ST: 6% (2 seats)

OBC A: 10% (4 seats)

OBC B: 7% (2 seats)

Differently-abled: 3% (1 seat)

7) Important Information:

- All Saturdays are working days.
- Attendance for total contact hours including the Inaugural Session is mandatory to complete the programme and receive Completion Certificates. If a participant fails to complete the requisite contact hours in a programme, s/he must make up for the remaining / backlog hours at her/his own cost in another programme. Certificate shall be issued only after completion of total contact hours.
- TA/DA will be paid as per UGC-HRDC norms, and as per the address mentioned in the application forms. The teachers of colleges that do not yet come within the purview of Section 12(B) are not eligible for TA/DA and other allowances for attending these courses as per UGC guideline.
- UGC-HRDC will not provide any accommodation for selected participants. Accommodation will have to be arranged by themselves.

8) Important Dates, Submission of Documents and Registration Fees:

A) Publication of Provisional Merit List: **15 days before** the date of commencement of the course

B) Last date of confirmation: Selected candidates must submit their Confirmation letter along with one Bank Draft (preferably drawn on SBI) of **Rs. 1,000/-** (Rupees One Thousand Only) **in favour of "JADAVPUR UNIVERSITY", payable at**

Kolkata at the office of UGC-HRDC, J.U. **on or before the date to be announced along with the Selection List** either by post or by hand (The Director, UGC-Human Resource Development Centre, Jadavpur University Salt Lake Campus. Plot-8, Block-LB, Sector – III, Salt Lake City, Kolkata – 700098). Otherwise the candidature will be cancelled and the seat will be offered to the next one.

C) Publication of 2nd Selection List:

If there is any vacancy due to non-reporting of selected candidates on the above mentioned dates, then a second selection list shall be published on at least 3 days before the commencement of the course.

D) Registration:

i) **2 working days before** the commencement of the course (Selected Candidates from Local & Neighbouring Area)

ii) **On the date** of commencement of the course from 9:30 A.M. to 10:00 A.M. (Rest of the candidates).

No registration shall be allowed after 10:00 A.M. on the date of commencement of the Programme/Course concerned and the concerned candidate will not be allowed to participate in the Programme/Course. Those who have applied online only, must submit the original No-Objection-Certificate by the Head of the Institution at the time of Registration.

Dated: July 18, 2017

By Order,

Director
UGC-HRDC, JU