

St. Mary's Technical Campus Kolkata

MANDATORY DISCLOSURE OF THE INSTITUTION

The following information is to be given in the Information Brochure besides being hosted on the Institution's official Website.

“The information has been provided by the concerned institution and the onus of authenticity lies with the institution and not on AICTE”

I. NAME OF THE INSTITUTION

St. Mary's Technical Campus Kolkata

Saibona Village, Ichapur Nilgunge Gram Panchayat North 24 Parganas District, Barasat,
Kolkata – 700 126, West Bengal

Telephone: 9948399402. Fax: 66809093. chairman@stmarysgroup.com

II. NAME & ADDRESS OF THE PRINCIPAL

Dr. Satya Narayan Bag

142/1 , Goswami Para, Nibedita Apartment
P.O –Bally, Dist – Howrah, Pin -711201,
West Bengal , India

III. NAME OF THE AFFILIATING UNIVERSITY

Maulana Abul Kalam Azad University of Technology
Kolkata, West Bengal

IV. GOVERNANCE

❖ Members of the Board and their brief background

1. Dr. Rev. K.V.K.Rao, Chairman
2. Smt. K.V.N.V.Bharathi Devi, Director
3. Mr. Sriharsha K.Shashank, Secretary & Director
4. Smt. K. Mary Indraj, Director
5. Dr. Satya Narayan Bag (Principal
6. Mr. Utpal Das, Advocate, Legal Adviser
7. Mr. B. Delip Kumar (CEO, Vensoft),
8. Mr. Ganta Srinivas (Former MP& Present MLA, Managing Director Pratyusha Industries),
9. Mr.B.Sada Siva Reddy, Managing Director (SS Foundry),
10. Mr.Ch.Srinivas Rao, Managing Director (Sakucha Tols Ltd.),
11. Mr.Ch.Sudhakar Babu, Managing Director (KVK Industries),
12. Mr.Ratnakar Reddy, Managing Director (Sree Harsha Industries),

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❖ Members of Academic Advisory Body, Academic Committee

MEMBERS OF ACADEMIC ADVOSORY BODY

1. Dr. Rev. K.V.K.Rao, Chairman
2. Smt. K.V.N.V.Bharathi Devi, Director
3. Mr. Sriharsha K.Shashank, Secretary & Director
4. Smt. K. Mary Indrajaja, Director
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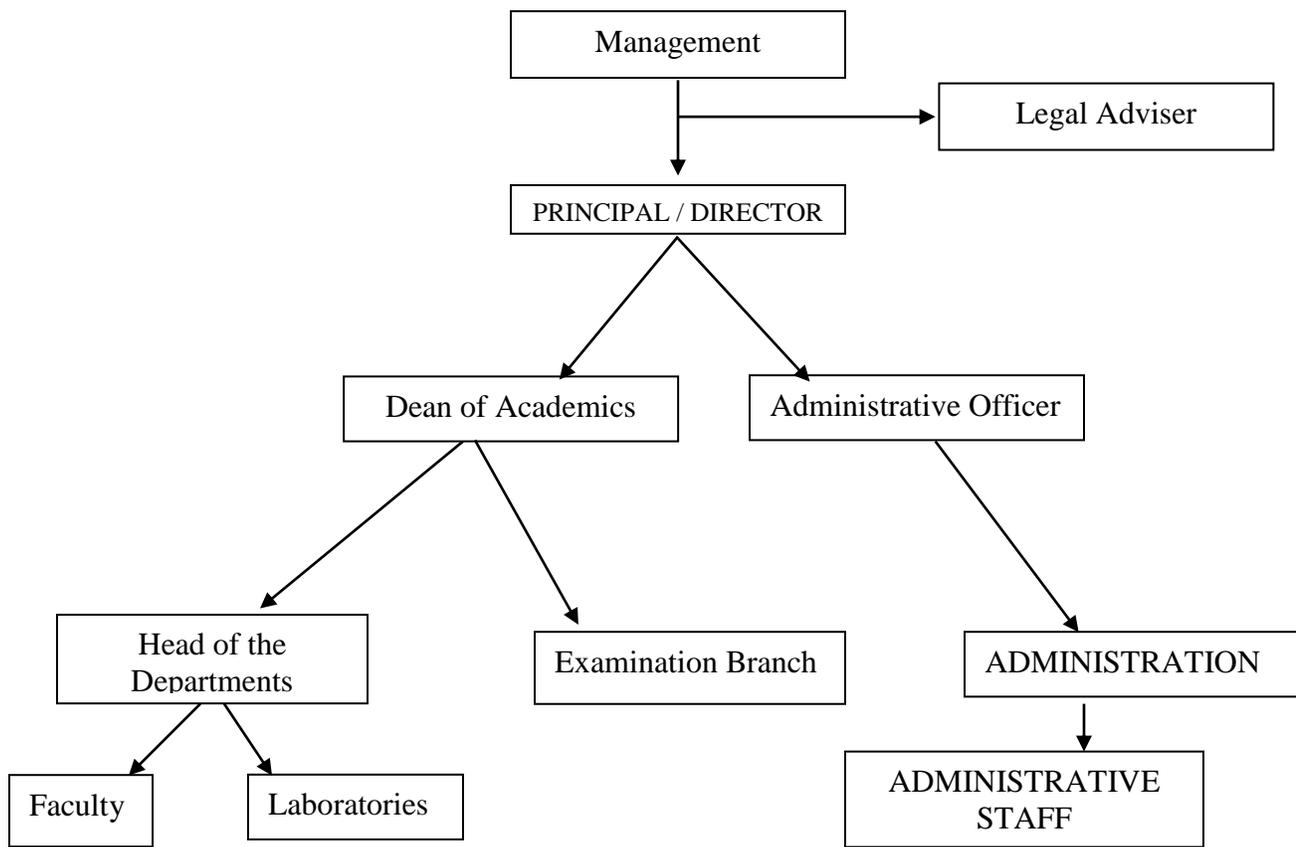
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5. Dr. Satya Narayan Bag (Principal)
6. Mr. Utpal Das, Advocate, Legal Adviser
7. HODs of all Branches

❖ Frequency of the Board Meetings and Academic Advisory Body.
Will be held once in every 3 months

❖ Organizational chart and processes (**sheet enclosed**)
Organizational Structure & Chart for day-to-day Operations and Management

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- ❖ Nature and extent of involvement of faculty and students in academic affairs/improvements

The College's most prized possession is its faculty and all the faculty are treated with a great sense of importance. It is observed that Majority of the faculty work with a sense of belongingness, and it reflects in their efficiency and quality. Our college has a Family-like atmosphere involving almost all the faculty in various academic and administrative endeavours of the college like.....

- College Development Committee
- Department Level Knowledge Exchange Forum
- College Level Knowledge Exchange Forum

Mechanism/Norms & Procedure for democratic & good governance

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All the important decisions are taken only after thorough consultation with Head of the Dept. and Faculty. The college has a very broad and open type of functioning. **'Open Forum'** discussions are conducted with staff and some decisions have also included students and their majority opinion.

Students feedback on Institutional Governance/Faculty performance

To have a democratic approach to the total functioning of the college, A **College Development Committee** is formed with the Management, Administrators, Faculty and Students. Regular Meets are organized with active involvement of Students, where students themselves discuss the to-be-taken-up developmental activities in terms of Infrastructure, Facilities, and Faculty to ensure better institutional governance

Monthly Feed Back is taken from students on Faculty performance and suitable advice is given to faculty by the Head/Sr. Faculty.

Grievance Redressal mechanism for Faculty, staff and students

The college maintains Grievance Redressal Cell and the head of the committee will be regularly interacting the members for knowing the grievances, if any, and solutions for the same. The college also maintains online grievance redressal mechanism which will be useful for faculty and students as per the directions of AICTE.

Any grievances with regard to staff or students will be disposed off by the grievance Redressal cell within 24 hours. The benefit of doubt will always be in favour of the Students and staff.

- V. PROGRAMMES –
 - a. Engineering & Technology (B.Tech & Diploma)
 - b. Management

VI FACULTY - Sheet Enclosed

Permanent faculty – Student Ratio : 1:20
No. of faculty employed and left during the last three years : 20%

- VI. PROCEDURE FOR DIRECTOR / PRINCIPAL WITH QUALIFICATIONS, TOTAL EXPERIENCE, AGE AND DURATION OF EMPLOYMENT AT THE INSTITUTE CONCERNED

The management will issue the paper notification and call for applications from the eligible candidates for recruitment of Principal / Professors / Associate Professors / Assistant Professors and Non teaching faculty positions as per the norms of AICTE from time to time and appoint them as per Appendix 7 of the Approval Process Hand Book.

VIII FEE

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❖ Details of fee, as approved by State fee committee, for the institutions

S.No.	Year	Category	Fees
01.	I/ II/III/IV	B.Tech Counselling	80K / 82K / 84K / 86K (Prescribed by Committee)
		B.Tech Management	50K Not prescribed by Committee
02.	I/II/III	Diploma counselling	25K Not prescribed by Committee
		Diploma Management	40K Not prescribed by Committee
03.	I/II	Management / MBA Counselling	50K Not prescribed by Committee
		Management / MBA Management	50K Not prescribed by Committee

❖ Time Schedule for payment of fee for the entire programme

S.No.	Type of Fees	Year	Schedule
01.	Tuition Fees	All Years	Annual
02.	Library Fees	All Years	Once in a course time
03.	Infrastructure fees	All Years	Once in a course time
04.	Bus Fees	All Years	Annual
05.	Application & Reg. Fees	All Years	Once in a course time

❖ No. of scholarships offered by the institute, duration and amount

The college is providing scholarships to the meritorious students for the toppers.

❖ Criteria for fee waivers / scholarship

Fee waiving / Scholarships will be granted to the toppers in the college in each year

❖ Estimated cost of Boarding and Lodging in Hostels: Not Applicable

IX – ADMISSION

❖ Number of seats sanctioned with the year of approval –

S.No.	Name of the Course	Sanctioned Intake	Latest Year of approval
01.	B.Tech ECE	60	2019-20
02.	B.Tech CSE	120	2019-20
03.	B.Tech EEE	60	2019-20
04.	B.Tech ME	180	2019-20
05.	B.Tech Civil	180	2019-20
06.	Diploma Civil 2 nd shift	60	2019-20
07.	Diploma ME 2 nd shift	60	2019-20
08.	Diploma Civil 1 st shift (New 2019-20)	60	2019-20
09.	Diploma ME 1 st shift (New 2019-20)	60	2019-20
10.	Diploma EE 1 st shift (New 2019-20)	60	2019-20
11.	Masters in Business Administration	120	2019-20
12.	Logistics & Supply Chain Management (New	60	2019-20

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	2019-20)		
13.	Retail Management (New 2019-20)	60	2019-20
14.	Agri Business Management / Entrepreneurship (New 2019-20)	60	2019-20

❖ Number of students admitted under various categories each year in the last three years

S.No.	Name of the Course	Sanctioned Intake	Admitted during 2016-17	Admitted during 2017-18	Admitted during 2018-19
01.	B.Tech ECE	60	18	13	0
02.	B.Tech CSE	60	39	32	14
03.	B.Tech EEE	60	26	56	4
04.	B.Tech ME	180	85	197	8
05.	B.Tech Civil	180	58	142	17
06.	Diploma Civil 2 nd shift	60	14	53	31
07.	Diploma ME 2 nd shift	60	14	54	40
08.	Masters in Business Administration	120	63	85	64

❖ Number of applications received during the last two years for admission under Management Quota and number admitted

The number of applications received in management quota are less than the available seats and we have granted admission to all the students.

Column No. X, XI, XII, XIV – Details are furnished below:

ALLOTMENT OF SEATS – AS PER G.O.MS.NO.54

The Admission Procedure in our college as per West Bengal rules needs to be incorporated here

Admission to 50% of approved and affiliated intake through Government Entrance Test [WBJEEM and JEE (Main)] and 50% through own Entrance Test (CEE St. Mary's) approved by the State Government.

XV. INFORMATION ON INFRASTRUCTURE AND OTHER RESOURCES AVAILABLE.

LIBRARY:

➤ Number of library books / Titles / Journals available (program-wise)

S.No.	Course	No. of Books	No. of Titles	No. of Journals
01.	B. Tech	7710	1519	69
02.	Diploma	2401	417	

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03.	Management	6263	1221	24
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- List of Online National / International Journals subscribed – Attached
- E-Library facilities
PIV systems with networking and internet facility is provided in the library

LABORATORY:

For each laboratory

- List of major equipment / facilities – List enclosed
- **LIST OF EXPERIMENTS SETUP – As per University Syllabus**

COMPUTING FACILITIES

- **Number Of configuration of system** : 510 - PIV
- **Total number of systems connected by LAN** : 510
- **Total No. of systems connected to WAN** : 540
- **Internet Bandwidth** : 100 MBPSs
- **Major Software packages available**
 - C, TURBO C++ SUITE
 - UNIX
 - REDHAT LINUX
 - ORACLE 9i
 - VISUAL STUDIO 6.0
 - WINDOWS 98, 2000, PROFESSIONAL
 - OFFICE XP
 - J BUILDER JAVA
 - NORTON ANTIVIRUS
 - MSDN SUBSCRIPTION
- **Special purpose facilities available**
 - Xeon Server
 - One server in each lab
 - OHP Projectors – 5
 - LCD Projectors – 2
 - 29" TV with DVD Player

WORKSHOP - Nil

Games and sports facilities

- ✓ Cricket
- ✓ Foot Ball

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- ✓ Volley Ball
- ✓ Basket Ball
- ✓ Ball Badminton
- ✓ Shuttle
- ✓ Table Tennis
- ✓ Carroms
- ✓ Chess

Extra curriculum activities

Soft skill development facilities :

- Communication Lab with Globerina Communication Software
- Training of the students who are having less exposure in communication skills and soft skills at college and corporate office
- Conducting Seminars, Guest Lectures, Group Discussions at College and Corporate Office

Number of class rooms and size of each : 40 with 66 sqm each

Number of tutorial rooms and size of each : 10 with 33 sqm. each

Number of Laboratories and size of each : 54 with 66 sqm each

Number of drawing halls and size of each : 3 with 132 sqm each

Number of computer centers with capacity of each : 1 with 150 sqm.

Central Examination facility, number of rooms and capacity of each teaching learning processes

Chief Superintendent	:	Principal
Officer In-charge	:	Dean
Exam Branch Incharge	:	Controller of Exam 1 No
Clerks	:	1 No.
Attainers	:	1 No.
Computers	:	PIV Systems
Printers	:	1 Laser Printer
Xerox Machines	:	1 No.
Internet	:	1 : 1

Curricula and syllabi for each of the program as approved by the University – **Sheet Enclosed**

- Academic calendar of the University – **Sheet Enclosed**
- Academic Time Table – **Sheet Enclosed**
- Teaching Load of each faculty – **Sheet Enclosed**
- Internal Continuous evaluation system and place– **Sheet Enclosed**
- Students assessment of faculty, system in place – **Sheet Enclosed**