

**Bapurao Deshmukh College of Engineering, Sevagram**  
**Academic cum Activity Calendar- 2018-19 (Odd Semester)**

From University Acad. calendar First term (odd semester): 15.06.2018 to 17.10.2018

Commencement of classes : 15 June 2018

Minimum Instructional Days : 90 days i.e. 12 week

Sr. No.	Period	Activity	Details
1	Before commencement of classes	Curriculum Enrichment & Planning (Preparation for new semester)	HOD meeting with all faculties regarding the detail planning for the implementation of the academic calendar, academic diary, assessment tools and procedures with guidelines. Information to students about admission procedure. Admission confirmation of respective years. Data recording of II, III & IV yr. students in HOD computer. Confirmation about DBT formalities. Issue of Identity card
			Preparation of Departmental Academic cum activity Calendar. Allocation of portfolio. Display of Time Table (NB, Lab, Class Room etc) Teaching Plan Theory 1unit/8 to10 lecture & Practical (1expt/ turn )
			Information to student & parents through SMS, Class Teacher's What's app, Mentors, Guide about start of session and classes
			Verification of DSR, Maintenance of laboratory. Display of safety measures.
			Review of Vision, Mission, PSO & PEO of Program change (if any). Meeting of internal & external stakeholders. Identification of Curriculum gap with effective participation of internal & external stakeholder's w.r.to technological changes. Information to university/BOS to include identified gap in curriculum. Action plan (Measures) to fill up identified gap according to PO & PSO
			Mentors -Mentee distribution (record to be maintained with photograph & personal details in register. Four meetings per semester with sign.
			Calendar for Teaching beyond the class room/curriculum (Software, Foreign language, Eng, Motivational lecture, NPTEL course wise lecture of 1 hr, Audio- visual Aid, etc. )
			Planning for: Certificate/ Diploma courses to be introduce Subject related certificate/ Diploma/ Add on program. Value added courses, Guidance for competitive exam Professional chapters (Faculty & Students) & events, faculties (any 2 per sem) industrial training.
			2
Week 5-8	TLP	Completion of next two Units	
Week 9-12	TLP	Completion of last two Units	
3	Day 1	Commencement of academic session	Commencement of classes
4	Week 1	Curriculum implementation & TLP	Monitor and Regularize student's attendance. Re inform to parents through SMS, Class Teacher's What's app, Mentors, Guide regarding advantages of first day joining of classes.
5	Week 2 to Week4	Curriculum implementation & TLP	Monitoring of teaching learning.
			Guest Lecture by industry expert/ alumni /Video lecture of subject content (Partial delivery of courses with impact analysis (one/course/sem))
			Project Progress seminar-1. Impact analysis of Summer Industrial Training
			Formation of Students Association with activity schedule (one per sem)
6	Week 5	Curriculum implementation & TLP	Display of first month attendance & information to parent preferably through Letter & SMS etc
			To identify the gap between the proposed and implemented teaching plan of theory and practical and fill gap by extra lecture & practicals.
			Analysis & Action taken Report of all Feedback. a. Student feedback on T-L process and facilities.
			Display of syllabus for Class Test-1
7	Week 6	Curriculum implementation & TLP	Class Test 1 on two units in regular first lecture every day in test copy. Classes will be continuing as per regular Time Table. CO correlation to be shown on question paper. Display of marks & show evaluated answer copy to students in regular class, keep evidence.
			Quiz-1, Assignment-1 (with real life examples) evaluation & feedback (discussion @ assign.) to students
			University Result analysis. Course wise & overall Attainment of PO & PSO
			Identification of Advanced Learner (Bright) & Slow Learner (Weak) students on the basis of previous university result, result of class test-1, attendance etc. Measures for Advanced Learner (Bright) & Slow Learner (Weak) students.
			Information to parent about the class-wise Parent-Teacher Meet (PTM) in next week through students, SMS, letter, Mentors, Guide and class teacher.

8	Week 7	Curriculum implementation & TLP	PTM class wise in class room on same day. Keep photographs. Parent's Signature on register (section wise). Feedback form to be filled by parents & undertaking of parent (section wise)
			Review meeting by Principal.
9	Week 8	Curriculum implementation & TLP	Display of class test 2 Time Table & syllabus
			Midterm assessment (practical) in regular practical turn.
10	Week 9	Curriculum implementation & TLP	Display of two months attendance & information to parents preferably through Letter, SMS & personal talk by Mentors, Guide, and class teacher.
			To identify the gap between the proposed and implemented teaching plan of theory and practical and fill gap by extra lecture & practicals.
			Class Test 2 on next 2 units (to be covered during week 5 to 8). Classes will be continuing as per regular Time Table. CO correlation to be shown on question paper.
			Guest lecture, Industrial Visits
11	Week 10	Curriculum implementation & TLP	Quiz-2, Assignment-2 (with real life examples) evaluation & feedback (discussion @ assign.) to students.
			Display of marks & show evaluated answer copy to students in regular class.
			Project Progress seminar-2
			Impact analysis of Advanced Learner (Bright) & Slow Learner (Weak) students.
12	Week 11	Curriculum implementation & TLP	Preparation for industrial internship/ Winter training/ vocational education training
			Display of syllabus for Test-3 on next 2 units.
13	Week 12	Curriculum implementation & TLP	Internal Viva-voce, Journal certification during regular practical turn.
			To identify the gap between the proposed and implemented teaching plan of theory and practical and fill gap by extra lecture & practicals.
14	Week 13	Curriculum implementation & TLP	Class Test 3 and Quiz 3 on next 2 units(to be covered during week 9 to12). CO correlation to be shown on question paper.
			Final project progress seminar.
			Publication of one paper is expected on project.
			Presentation of industrial case study/ seminar etc. as per scheme.
			Display of marks of Test 3 Display total attendance & information to parents preferably through Letter & SMS etc
			Remedial Classes
15	Week 14	Administrative	Submission of course file, personal file and portfolio file with evidences.
			Submission of report (curricular/ co-curricular) for IQAR to IQAC.

### Activity Calendar-Odd Semester 2018-19

Sr. No.	Date/ Month	Activity
1	21 <sup>st</sup> June 2018	International Yoga Day
2	26 <sup>th</sup> July 2018	Bapurao Deshmukh Punyatithi
3	15 <sup>th</sup> August 2018	Independence Day
4	August	3 Days Entrepreneurship Cell program
5	5 <sup>th</sup> Sept. 2018	Teachers Day
6	13 <sup>th</sup> Sept. 2018	Ganesh Festival
7	15 <sup>th</sup> Sept.2018	Engineer's Day
8	Sept. 2018	National Conference AME-2018
9	Sept. 2018	International Conference ICQUEST-2018
10	24 <sup>th</sup> Oct. 2018	Birth day of Hon. Director Shri. Samir bhau Deshmukh
11		Student Association Installation & events (Department wise) as decided by department.
12		Industrial Tour as decided by department.

Copy to: all HOD/ coordinators

**Dr. G. V. Thakare**  
**(Principal)**