	PIMPRI CHINCHWAD EDUCATION TRUST'S Pimpri Chinchwad college of engineering & Research, Ravet, Pune	Record No.: ACAD/R/03
--	---	---------------------------------

Academic Year: 2019-20	Department Activity Calendar	Term - II
-------------------------------	-------------------------------------	------------------

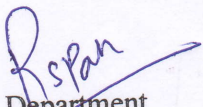
Date: 11/11/2019

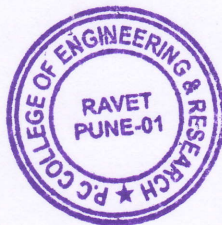
Civil Engineering Department's Activity/Event calendar/Schedule inline to Academic Calendar.


Core Departments	Activities/Events	Responsible Personnel
02/12/2019 to 07/12/2019	Communicate Commencement date of next semester to Students, Parents (Stakeholders) through Circular, Website and other communication media.	DAC + Class Teacher + Notice Board In charge
	Undertaking from Defaulter students and late reported students in Previous Term (students who reported late without prior written permission).	Class Teachers
	Elective subject choice from students	Class Teacher
02/12/2019	Department meeting (HOD and Dept Faculties) – Analysis of Previous Semester and Action Plans for Coming Semester.	HoD
03/12/2019	Meeting of Course Faculties with course Coordinators	Subject Groups
04/12/2019	Meeting of Mentor In-charge with Mentor Faculties (call Defaulter students to report from day one and remind parents of defaulter student about date of commencement).	Mentor In charge
05/12/2019	Department Meeting - Review of Activities planned for coming Semester.	HoD
	Program Assessment Committee	
06/12/2019 To 09/12/2019	Update Notice Board and Web site (communicate information to stakeholders)	Notice Board In charge
10/12/2019 (Evening)	HOD & Faculty Presentation – Civil Dept	HoD + DAC
11/12/2019	IQAC Meeting – Review and Action Plan	HoD + A.B.Kudoli
11/12/2019 to 13/12/2019	Faculty Presentation at Department (Plans for Teaching Learning Process, Portfolio, Research and innovation, Lab development etc.) & Lab Visit.	All
	Course File Verification and Action report	
13 -14/12/2019	B.E. Project Phase I- External- University Examination	Project Coordinator
16/12/2019	Commencement of Teaching	All
17/12/2019	First Day Non-Reporting Student List	CT + DAC
21 & 22/12/2019	Conference on Indian Patents, Copyrights, Innovations and Startup (CIPCIS), December 2019	
25/12/2019	Christmas/Natal Holiday	
27/12/2019	Aptitude/GD/Interviews	
28/12/2019	Department Meeting	
01/01/2020	Defaulter students List (Display on NB and communicate to Mentors)	Notice Board In charge
02/01/2020	First 15 Days Non-Reporting Student List with Action Plan by Class Teachers	Class Teachers
02/01/2020	Mentor - Student meet	Mentors
To 03/01/2020	Monthly E-magazine By In-charge (Publish on Web Site)	In charge Newswire
03/01/2020	Department Meeting	
03/01/2020	Aptitude/GD/Interviews	
06/01/2020	A meeting with class Teachers by Dept. Mentor In-charge (Action Report)	Mentor In charge
07/01/2020	ARM 1	HoD+DAC_CTs
10/01/2020	CESA Activity 1	
11/01/2020	Site Visits	

13/01/2020 To 17/01/2020	Guest/Expert Lectures	
14/01/2020 To 17/01/2020	FEEDBACK – I	DAC
18/01/2020	Aptitude/GD/Interviews	
24/01/2020	Department Meeting	
24/01/2020 To 25/01/2020	B.E. Project and T.E. Seminar Review I	
26/01/2020	Republic day	CESA In charge
27/01/2020	Internal Assessment – Unit Test 01	Exam Coordinator
	Remedial/ Corrective Actions	DAC
03/02/2020	Defaulter students List (Display on NB and communicate to Mentors)	CTs
04/02/2020 To 07/02/2020	Mentor – Student meet	Mentors
	Letters to the Parent – I	CTs
	Monthly E-magazine By In-charge (Publish on Web Site)	Newswire In charge
07/02/2020	A meeting with class Teachers by Dept Mentor In-charge (Action Report)	Mentor Incharge
07/02/2020	CESA Activity 2	
07/02/2020	Department Meeting	
08/02/2020	Site Visits	
10/02/2020 To 14/02/2020	Guest/Expert Lectures	
14/02/2020	Poster Presentation Competition	
11/02/2020	ARM 2	HoD+DAC
17/02/2020 To 18/02/2020	B.E. Project and T.E. Seminar Review II	
19/02/2020	Shivaji Maharaj Jayanti Holiday	
21/02/2020	Maha Shivratri Holiday	
22/02/2020	Department Meeting	
24/02/2020 To 28/02/2020	Feedback-II	DAC
	Internal Assessment - Unit Test 02	Exam Coordinator
29/02/2020	Site Visits	
	Remedial/ Corrective Actions	DAC
02/03/2020	Defaulter students List (Display on NB and communicate to Mentors)	Notice Board In charge
02/03/2020	CESA Activity 3	
03/03/2020 To 06/03/2020	Mentor - Student meet	Mentors
	Monthly E-magazine By In-charge (Publish on Web Site)	Newswire In charge
	MID Term Assessment and MID Term Work Calculation	DAC Exam Coordinator
	Course File Verification II and Action report	DAC
06/03/2020	Department Meeting	
09/03/2020	A meeting with class Teachers by Dept Mentor In-charge (Action Report)	Mentor In charge
10/03/2020	Holi Holiday	
09/03/2020 To 14/03/2020	Letters to the Parent II	CTs
	*IN-SEM Exam (SPPU) <i>*Tentative Schedule (Don't conduct /organize any other Events During Exam)</i>	
	ARM 3 (Review of Post academic activities)	DAC + HoD
21/03/2020	Conclusion of Teaching	
21/03/2020	Department Meeting	
25/03/2020	Gudi Padawa Holiday	
23/03/2020	Crash Course	DAC

To 01/04/2020	Prelim Exam	Exam Coordinator
	Mock Oral / Pract Exam	Exam Coordinator
	END Term Assessment and Term Work Marks Calculation	
01/04/2020	A meeting with class Teachers by Dept Mentor In-charge (Action Report)	Mentor In-charge
02/04/2020	Rama Navami Holiday	
03/04/2020	Final student's Detention List (Display on NB and communicate to Mentors)	DAC + CTs
	Monthly E-magazine By In-charge (Publish on Web Site)	Newswire In charge
07/04/2020	Post ARM Meeting –IQAC	ABK +HoD
07/04/2020	Department Meeting	
07/04/2020 to 09/04/2020	Final Course File- 3 Verification Report	DAC
	Final meeting by Dept Mentor In-charge and Review of corrective action status	Mentor In charge
14/04/2020	Dr. Babasaheb Ambedkar Holiday	
	SPPU Online Phase – I+II (Second Year students) <i>*Tentative Schedule (Don't conduct /organize any other Events During Exam)</i>	
13/04/2020 To 27/04/2020	SPPU Exam – Practical/ Oral/ TW/ Project	
27/04/2020	Department Meeting	
05/05/2020 To 30/05/2020	SPPU Theory Exam (Backlog & Regular)	


 Department
 Academic Coordinator
 Prof. Rahul S. Patil




 HoD Civil
 Dr. Sameer S. Sawarkar
Head of Department
Dept. of Civil Engineering
 Pimpri Chinchwad College Of Engineering & Research
 Ravet Pune-412101