	Pimpri Chinchwad Education Trust's Pimpri Chinchwad College of Engineering	Record No.: ACAD/R/008
		Revision: 01
		Date: 15/09/2020

Event Calendar of SY BTech., TY BTech. and Final Year BTech.

Department: Mechanical Engineering
Semester: I

Academic Year: 2023 – 2024
Date: 26/07/2023

Sr. No.	Activity	Date	In charge Staff	Compliance of activity (held/delayed/canceled)
July 2023				
1.	Mentoring and Counselling sessions for the students on Professional Core Electives, Open electives, Honors and Minors courses	10/7/2023 to 12/7/2023	CF, AC	
2.	Course Registration (TY BTech and Final Year BTech)	17/7/2023 to 21/7/2023	ERP Coordinator	
3.	Course Registration (SY BTech)	24/7/2023 to 28/7/2023	ERP Coordinator	
4.	Faculty course presentations, Module meetings	25/7/2023 to 29/7/2023	CF, CC, MC	
5.	Academic Planning, review of the preparations and PAC meeting	28/7/2023	PAC Coordinator	
6.	Communication with the students – Commencement date, Roll List, Time Table. (Updating Notice Board and website)	29/7/2023	CT, AC, Timetable Incharge	
August 2023				
7.	Commencement of Teaching (TY BTech and Final Year BTech)	1/8/2023		
8.	First Day Non-Reporting Student report (TY BTech and Final Year BTech)	1/8/2023	CT, AC	
9.	Communication with the students – Course outcomes, Teaching Plans, and Laboratory plans. (TY BTech and Final Year BTech)	1/8/2023	CF	
10.	HOD Address	1/8/2023 to 8/8/2023	HOD, Academic /R&D/SDW/III Coordinators	
11.	All Academic Coordinators Meeting -I	3/8/2023	AC	
12.	Communication to the students - commencement date, Roll List, Time Table. (Updating Notice Board and website)	4/8/2023	CT, AC, Timetable Incharge	
13.	Commencement of Teaching (SY BTech)	7/8/2023		

14.	First Day Non-Reporting Student report (SY BTech)	7/8/2023	CT, AC	
15.	Communication with the students – Course outcomes, Teaching Plans, and Laboratory plans. (TY BTech and Final Year BTech)	7/8/2023	CF	
16.	Attendance Monitoring – I (TY BTech and Final Year BTech)	18/8/2023	CT, AC	
17.	PTG Meeting – I	21/8/2023 to 25/8/2023	PTG faculty	
18.	Students Feedback – I (TY BTech and Final Year BTech) Faculty Counseling and Improvement Actions	21/8/2023 to 25/8/2023	Feedback In charge	
19.	Attendance Monitoring – I (SY BTech)	25/8/2023	CT, AC	
20.	Final Year B.Tech. Project - Review I (For Scheme B Students)	26/8/2023	Project Coordinator	
21.	Students Feedback – I (SY BTech) Faculty Counseling and Improvement Actions	28/8/2023 to 2/9/2023	Feedback In charge	
22.	Display the list of Registered students by the Examination Section	30/8/2023	EC	
September 2023				
23.	Internal Evaluation I (IE - I)	4/9/2023 to 9/9/2023	CF, CC	
24.	All Academic Coordinators Meeting -II	7/9/2023	AC	
25.	a. Attendance Monitoring - II b. Academic Monitoring – I	9/9/2023	CT, AC	
26.	Parent Meet	11/9/2023 to 23/9/2023	PTG faculty and Review by Coordinator	
27.	Final Year B.Tech. Project - Review I (For Scheme C Students)	16/9/2023	Project Coordinator	
28.	PTG Meeting – II	18/9/2023 to 23/9/2023	PTG faculty	
29.	Mid-term work submission/Mock oral.	25/9/2023 to 30/9/2023	CF	
30.	PAC & Academic Review Meeting	26/9/2023 to 30/9/2023	PAC members, AC	
31.	Final Year B.Tech. Project - Review II (For Scheme B Students)	30/9/2023	Project Coordinator	
32.	a. Attendance Monitoring-III b. Display of Provisional Detention List-I	30/9/2023	CT, AC	

October 2023				
33.	Mid Term Examination	3/10/2023 to 10/10/2023	EC	
34.	All Academic Coordinators Meeting - III	5/10/2023	AC	
35.	PTG Meeting – III	16/10/2023 to 21/10/2023	PTG faculty	
36.	Students Feedback – II	23/10/2023 to 27/10/2023	Feedback In charge	
37.	Final Year B.Tech. Project - Review II (For Scheme C Students) Final Year B.Tech. Project - Review III (For Scheme B Students)	28/10/2023	Project Coordinator	
38.	a. Attendance Monitoring-IV b. Academic Monitoring – II c. Display of Provisional Detention List- II	28/10/2023	CT, AC	
39.	Internal Evaluation II (IE - II)	30/10/2023 to 3/11/2023	CF	
November 2023				
40.	All Academic Coordinators Meeting -IV	2/11/2023	AC	
41.	End-term Submission, Mock Oral/Practical	6/11/2023 to 11/11/2023	CF	
42.	Faculty Appreciation, Performance Appraisal, and Counselling for Improvement	6/11/2023 to 11/11/2023	BOS chairman	
43.	Department PAC	6/11/2023 to 11/11/2023	PAC Coordinator	
44.	a. Attendance Monitoring-V b. Academic Monitoring – III	11/11/2023	CT, AC	
45.	Diwali Holidays	12/11/2023 to 18/11/2023		
46.	Conclusion of Teaching	18/11/2023	-	
47.	Submission of ETE theory course question paper	11/11/2023	CT, CC	
48.	Detention list from HoD to Dean office and COE	20/11/2023	HoD	
49.	Practical exam / End term project / Seminar / Internship Oral Examination	20/11/2023 to 25/11/2023	Exam cell	
50.	End-term exam and evaluation	27/11/2023 to 12/12/2023	CF, EC	
December 2023				
51.	Last day to show the paper and mark entry in ERP	15/12/2023	CF	
52.	Hard copy submission to CoE	18/12/2023	CF, EC	
53.	Declaration of Result	21/12/2023	Exam cell	
54.	Registration for Re-Exam	22/12/2023	Exam cell	
55.	Re-practical exam	23/12/2023 to 25/12/2023	CF, EC	


56.	Re-exam for all failed students and special cases	26/12/2023 to 3/1/2024	Exam cell	
January 2024				
57.	Last day to show there-exam paper and mark entry in ERP	8/1/2024	CF, EC	
58.	Hard copy submission to CoE	9/1/2024	CF, EC	
59.	Declaration of Result for Re-exam cases	10/1/2024	Exam cell	
60.	Commencement of Even Semester	1/1/2024		

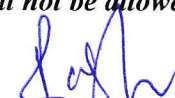
Abbreviations: CT- Class Teachers, CF- Course Faculty, CC- Course Coordinator, MC- Module Coordinator, AC- Academic Coordinator, EC – Exam Coordinator


Please note that the respective portfolio in charge shall carry out detailed planning and inform the same to HOD Office, Concern Faculty member (s) /Staff (s) and students well in advance.

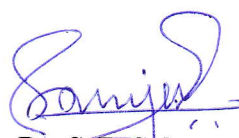
Holidays, rescheduling of working days and days and dates of the Institute level Events will be notified duly, as and when necessary, from the institute office.


Unplanned rescheduling of regular lectures or practicals by the faculty members will not be allowed.


Dr. S. B. Matekar
Overall Academic Coordinator


Dr. P. A. Deshmukh
HOD Mechanical


Dr. C. L. Ladekar
Final Year Acad. Coordinator


Dr. S. P. Salve
TY Acad. Coordinator


Dr. N. A. Mandhare
SY Acad. Coordinator