



**PimpriChinchwad Education Trust's
PimpriChinchwad College of Engineering**

Record No.: ACAD/R/008

Revision: 01

Date: 15/09/2020

Event Calendar of the UG TE And BE

Department: Mechanical Engineering

Academic Year: 2021 – 2022

Semester : II

Date: 14/01/2022

Sr. No.	Activity	Date	In charge Staff	Compliance of activity(held/delayed/canceled)
January 2022				
1.	Department PAC & IQAC Meeting –I Academic Planning & review of Preparations and Objective Targets	28.12.2021	PAC Coordinator	
2.	Academic Planning & Review of Preparations, Communication to Students- Commencement date, Roll Lists, Time tables, Course Outcomes, Teaching Plans, Laboratory Plans etc. (Updating Notice Board and Website)	27.12.2021 to 31.12.2021	CT, AC & Time table In charge	
3.	Faculty course presentation, Module meetings	03.01.2022 to 15.01.2022	CF, CC, MC	
4.	Commencement of Teaching TE, BE	03.01.2022	Course Faculty	
5.	HOD Address	04.01.2022 to 07.01.2022	HoD	
6.	First Day Non Reporting student report	04.01.2022	CT,AC	
7.	Display of Course Outline and Assignment and Schedule for submission of Assignment.	20.01.2022	CF, CC	
8.	Fortnight Att. Monitoring – I	22.01.2022	CT, AC	
9.	B.E. Project Stage II- Review I	29.01.2022	Project Coordinator	
10.	Submission of Unit Test –I and Unit Test –II question Papers.	31.01.2022	CF,CC	
February 2022				
11.	First PTG Meeting	07.02.2022 to 11.02.2022	PTG faculty and Review by Coordinator	
12.	a. Fortnight Attendance Monitoring-II b. Academic Monitoring – I	21.02.2022	CF,CT, AC	
13.	Unit Test – I for TE&BE (units 1 & 2 of syllabus)	21.02.2022 to 26.02.2022	Exam cell	

14.	Students Feedback – I, Faculty Counseling and Improvement Actions	24.02.2022 to 28.02.2022	Feedback In charge	
15.	Remedial / improvement Activities / Measures	Immediately after UT I	UT Coordinator, CF, CT, CC, AC	
March 2022				
16.	Communication to Parents (SMS). Attendance and Online Exam Performance	Up to 04.03.2022	Class Teachers	
17.	Additional Effort Activity – Review of registration	04.03.2022	TW Coordinator, CT, AC	
18.	Second PTG Meeting and Report Submission to PTG Coordinator (Student PTG interaction update in the Proctor form)	07.03.2022 to 11.03.2022	PTG faculty and Review by Coordinator	
19.	Mid Term Submissions / Mock Test / Oral	07.03.2022 to 11.03.2022	CF, CT, AC	
20.	Parent Meet	07.03.2022 to 11.03.2022	PTG Coordinator, PTG faculty	
21.	Fortnight Att. Monitoring – III Display of Provisional Detention List-I	16.03.2022	CT, AC	
22.	Academic Coordination team meeting-I	17.03.2022	AC	
23.	Department PAC and ARM-I	21.03.2022 to 23.03.2022	PAC Coordinator & AC, CC, MC, CF	
24.	Students Feedback – II, Faculty Counseling and Improvement Actions	21.03.2022 to 25.03.2022	Feedback In charge	
25.	University In SEM Examination – TE & BE	As per SPPU Notification	Exam Cell	
26.	B.E. Project Stage II- Review II	26.03.2022	Project Coordinator	
27.	Unit Test –II TE and BE (Unit 3,4)	28.03.2022 to 01.04.2022	Exam Cell	
28.	Remedial / improvement Activities / Measures. Make up Test for Unit Test I and II	Within one week after Unit test II	UT Coordinator, CF, CT, CC, AC	
29.	Faculty Appreciation, Performance appraisal and counseling for improvement	28.03.2022 to 01.04.2022	HoD	
April 2022				
30.	Third PTG Meeting and Report Submission to PTG Coordinator (Student PTG interaction update in the Proctor form)	11.04.2022 to 18.04.2022	PTG faculty and Review by Coordinator	
31.	a. Fortnight Attendance Monitoring-IV b. Academic Monitoring – II c. Display of Provisional Detention List- II	13. 04.2022	CT, AC	
32.	B.E. Project Stage II- Review III	23.04.2022	Project Coordinator	
33.	Conclusion of Teaching	26.04.2022	Course faculty	
34.	Mock oral and Practical and End-term Submission	27.04.2022 to 29.04.2022	CF, CC	
35.	a. Fortnight Attendance Monitoring-V b. Academic Monitoring – III	29.04.2022	CT, AC	

36.	Student counseling by HOD	29.04.2022 to 30.04.2022	HoD	
May 2022				
37.	Academic Coordination Team meeting– II	02.05.2022	CF, CT, AC	
38.	Department PAC, ARM-II/ Overall coordination committee meeting -II	04.05.2022 to 06.05.2022	PAC Coordinator	
39.	Detention process	04.05.2022	HoD	
40.	Compilation of Term Work	Up to 04.05.2022	Term work Coordinator, CF	
41.	Practical / Oral Examination TE and BE	As per SPPU Guidelines		
42.	Theory Examination TE and BE			
43.	Summer Vacation			
44.	SPPU Examinations and CAP Duties			

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

Please note, respective portfolio in charge shall carry out detailed planning and inform the same to the 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 institute office.

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



Mr. L.V. Awadhani
(TE)

Academic Coordinator(s)



Dr. C. L. Ladekar
(BE)



Dr. P.A. Deshmukh
Head of the Department
/ Program Coordinator