

**ACADEMIC CALENDAR 2020-21 UG (Second TERM F. Y. B. TECH.)**

Month	Date	Event
May 2021	5	Load Calculation, Load distribution and faculty recruitment
	6	Preparation of Time Table & portfolio assignments
	7	MIS entry (Subject allocation, Teacher allocation & Subject planning etc.)
	8	Preparation of lab manuals, course files etc. & R&D Targets planning
	10	Updating of Teaching plans/faculty Diary/laboratory equipment-repairs
	11	Verification on class rooms, laboratories/ trail experiment
	12	First Meeting of Class Teacher/ Subject Co-ordinators/Lab-In-charge
	13	Internal Audit - 1 a) Attendance register checking
	17	<b>Commencement of Classes of 2<sup>nd</sup> Term 2020-21</b>
	18	Display of time-table, submission of lecture plan, practical plan, question bank and lab manual, data entry in MIS database (Internal Academic Verification) Internal Audit - 1 b) Compilation of monthly academic monitoring report by Faculty and submit to HOD
	19	Internal Audit - 1 c) Submission of monthly academic report by HOD to Director
	20	<b>Preparation of students list &amp; attendance record, MIS – entry of database</b>
	22	<b>Activity 1: Workshop on Movie making</b>
	24	Departmental Activity Report Submission
	25	HOD meeting for review of dept. activities
	29	<b>Activity 2: Innovation and Entrepreneurship</b>
June 2021	1	Display Attendance for the month of Feb Submission of monthly performance
	1-5	<b>TAE -I : Technical Activity (Poster Submission)</b>
	2	HOD meeting for review of dept. activities
	2	Internal Audit - 2 a) Monthly academic monitoring report by Faculty
	3	First Meeting of CR's & LR's
	5	<b>Activity 3: Advance research Tools ( R &amp; D activity)</b>
	7	Internal Audit - 2 b) Compilation of monthly academic monitoring report by Faculty and submit to HOD
	8-9	Remedial classes for students scored less than 8 marks in CAE-I
	11	Internal Audit -3 c) Submission of monthly academic report by HOD to Director
	12	<b>Activity 3: Guest Lecture (Preparation of Competitive Exams)</b>
	14	Submission of parent's letters

	17-18	Students Feedback – I
	19	Second Meeting of CR's & LR's
	19	<b>Activity 3: Research Methodology ( R &amp; D activity)</b>
	21	HOD meeting for review of dept. activities
	21 – 23	<b>CAE-1</b>
	23	Departmental PTM
	26-30	Remedial classes for students who scored less than 8 marks in CAE-I
	26	<b>Activity 27: Copyright</b>
	28	Entry of TAE & CAE marks in MIS
July 2021	1	Planning for Syllabus coverage/critical subjects
	1-5	<b>TAE II : Power Point Presentation</b>
	3	Third Meeting of CR's & LR's
	5-6	Entry of TAE & CAE marks in MIS
	7	Submission of parent's letters
	8 - 9	<b>TAE III : Extra Curricular (Certificate Course)</b>
	17	<b>Student Feedback – 2</b>
	22-24	<b>CAE – II</b>
August 2021	27-29	<b>CAE-III: Improvement Exam</b>
	2-5	<b>ESE Online Exam, Submission of Internals</b>
	6	<b>Display of Final Detention List</b>
	7	<b>Term End</b>
	18-26	<b>ESE Theory Exam</b>
	8 Sept, 2021	Declaration of ESE Result



Dean  
F.Y. B. Tech



Dean Academics  
**Dean (Academics)**  
G. H. Raisoni College of Engineering & Management  
(An Autonomous Institute)  
Wagholi, Pune.



Deputy Director

Director

