

**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 2019 Pat. And BE 2015 Pat.

Department: Mechanical Engineering

Academic Year: 2021 – 2022

Semester : I

Date: 21/06/2021

Sr. No.	Activity	Date	In charge Staff	Compliance of activity(held/delayed/canceled)
June 2021				
1.	Department PAC & IQAC Meeting –I Academic Planning & review of Preparations and Objective Targets	18.06.2021	PAC Coordinator	
2.	Communication to Students - Time Tables, Course Outcomes, Teaching plans, Laboratory Plans, Term Commencement date etc. (Notice Boards and Website)	19.06.2021	CT, AC & Time table In charge	
3.	Faculty course presentation, Module meetings	21.06.2021 to 30.06.2021	CF, CC, MC	
4.	Commencement of Teaching TE, BE	21.06.2021	Course Faculty	
5.	HOD Address	21.06.2021 to 25.06.2021	HOD, Academic /R&D/SDW/III Coordinators	
6.	First Day Non Reporting student report	22.06.2021	CT, AC	
7.	Allocation of PTG	28.06.2021	PTG In charge	
July 2021				
8.	Display of Course Outline and Assignment and Schedule for submission of Assignment.	02.07.2021	CF, CC	
9.	First PTG Meeting and Report Submission to PTG Coordinator (Student PTG interaction update in the Proctor form)	05.07.2021 to 09.07.2021	PTG faculty and Review by Coordinator	
10.	Planning of Industrial Visits SE/TE/BE (to be planned preferably only on Saturdays)	09.07.2021	I.V. Coordinator	
11.	Submission of Unit Test –I and Unit Test –II question Papers.	16.07.2021	CF, CC	
12.	Fortnight Att. Monitoring – I	05.07.2021	CT, AC	

	Students Feedback – I, Faculty Counseling and Improvement Actions	12.07.2021 to 16.07.2021	Feedback In charge	
August 2021				
14.	Unit Test – I for TE&BE (units 1 & 2 of syllabus)	02.08.2021 to 06.08.2021	Exam cell	
15.	Meeting of Academic Team – I (separate for TE & BE)	03.08.2021	CF, CT, AC	
16.	a. Fortnight Attendance Monitoring-II b. Academic Monitoring – I	06.08.2021	CT, AC	
17.	Remedial / improvement Activities / Measures	Within one week	UT Coordinator, CF, CT, CC, AC	
18.	Additional Effort Activity – Review of registration	06.08.2021	CT, AC	
19.	B.E. Project Stage II- Review I	06.08.2021	Project Coordinator	
20.	Department PAC and ARM-I/ Overall coordination committee meeting- I (Academic Monitoring and Result Analysis)	10.08.2021 to 13.08.2021	PAC Coordinator	
21.	Communication to Parents (SMS). Attendance and Online Exam Performance	Up to 13.08.2021	Class Teachers	
22.	Meeting of Academic Team – II (separate for TE & BE)	Up to 13.08.2021	CF, CT, AC	
23.	Second PTG Meeting and Report Submission to PTG Coordinator (Student PTG interaction update in the Proctor form)	20.08.2021	PTG faculty and Review by Coordinator	
24.	Mid Term Submissions / Mock Test / Oral	23.08.2021 to 27.08.2021	CF, CT, AC	
25.	B.E. Project Stage II- Review II	27.08.2021	Project Coordinator	
26.	Parent Meet	17.08.2021 to 20.08.2021	PTG Coordinator, PTG faculty	
27.	University In SEM Examination – TE & BE	As per SPPU Notification	Exam Cell	
September 2021				
28.	Fortnight Att. Monitoring – III Display of Provisional Detention List-I	06.09.2021	CT, AC	
29.	Unit Test –II TE and BE (Unit 3,4)	13.09.2021 to 17.09.2021	Exam Cell	
30.	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	
31.	Students Feedback – II, Faculty Counseling and Improvement Actions	13.09.2021 to 17.09.2021	Feedback In charge	
October 2021				
32.	Meeting of Academic Team – III (separate for TE & BE)	04.10.2021	CF, CT, AC	

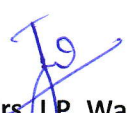
33.	a. Fortnight Attendance Monitoring-IV b. Academic Monitoring – II c. Display of Provisional Detention List- II	06.10.2021	CT, AC	
34.	Third PTG Meeting and Report Submission to PTG Coordinator (Student PTG interaction update in the Proctor form)	Up to 08.10.2021	PTG faculty and Review by Coordinator	
35.	B.E. Project Stage II- Review III	08.10.2021	Project Coordinator	
36.	Meeting of Academic Team – IV (separate for TE & BE)	08.10.2021	CF, CT, AC	
37.	a. Fortnight Attendance Monitoring-V b. Academic Monitoring – III	20.10.2021	CT, AC	
38.	Department PAC, ARM-II/ Overall coordination committee meeting -II	11.10.2021 to 14.10.2021	PAC Coordinator	
39.	Conclusion of Teaching	20.10.2021	Course faculty	
40.	Detention process	25.10.2021	HoD	
41.	Mock oral and Practical and End-term Submission	21.10.2021 to 23.10.2021	CF,CC	
42.	Student counseling by HOD	20.10.2021 to 22.10.2021	HoD	
43.	Faculty Appreciation, Performance appraisal and counseling for improvement	20.09.2021 to 24.09.2021	HoD	
44.	Compilation of Term Work	Up to 27.10.2021	Term work Coordinator	
45.	Practical / Oral Examination TE and BE	As per SPPU Guidelines		
46.	Theory Examination TE and BE			


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 ass and when necessary from institute office.

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


Mrs. J.P. Wagh
(SE)


Mr. L.V. Awadhani
(TE)
Academic Coordinator(s)


Dr. C. L. Ladekar
(BE)


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