



S.T.U.S.Mandal's

Sangola College, Sangola

Academic Calendar - Administrative Planning

2017-2018

Month	Sr. No.	Activity
June	1	Admission committee meeting to decide schedule and to frame rules
	2	Display of admission schedule and rules on Notice board and uploading on college website
	3	Standing committee meeting for deciding admission policy and recruitment of Asst. Professors
	4	Preadmission forms distribution , collection and Counselling of students starts
	5	Display of merit Lists
	6	Preparation for Accreditation process
	7	Admissions to different classes
	8	SANG-CET for admission to B.Sc.(ECS) and B.C.A.
	9	Hostel committee meeting to open quotations received for running the Girls Hostel Mess
	10	Departmental meetings to distribute syllabi and other responsibilities
	11	Preparation of Teaching plan by faculty
	12	International Yoga Day Celebration
	13	First Term beginning Meeting : faculty and staff Welcome and Distribution of annual work committees
	14	Principal's Meeting with HODs : Admission status review
	15	Meetings of all the committees to plan their work



	16	Preparation for LIC meetings for first/continuation of affiliation of programs /Divisions
	17	Result Analysis of all classes
	18	Monthly Review meetings
July	1	Academic calendar Preparation and Display
	2	CDC Meeting : Budget 2018-2019
	3	Organization of Damini Pathak meet to college
	4	Principal's Meeting with HODs : Review of Admissions process
	5	Common Staff meeting: Reformation of IQAC, Annual work Distribution
	7	Advertisement. for recruitment of Asst. Professors on C.H.B
	8	IQAC Meeting : preparation & distribution of work
	9	Display of Time – Table on notice board
	10	Meeting : Anti-ragging Committee
	11	Office staff and technical staff meeting (Distribution of office work and cleaning)
	12	Commencement of Regular Teaching
	13	Organization of Alumni meet
	14	Preparation for NAAC Assessment and Accreditation process
	15	Principal's Meeting with NSS Programme Officers and NCC Captain: Planning of Tree Plantation
	August	1
2		Inauguration of Swachha Pandharwada
3		Celebration of College Foundation day, Sadbhavana Day Independence Day, Vikram Sarabhai Birth Anniversary
4		Extension Activity : Blood Donation Camp (NCC Department)
5		Extension Activity : Gram swachhta (Hangirage village)
6		Mentor-Mentee Scheme Implementation



	7	Avishkar Research Projects Allocation
	8	Youth Festival Activities Planning and practice
	9	University sports competitions practice
	10	Parents Meet
	11	Motivation for students i) Faculty/ Students for participation in workshops/seminars/conferences etc. ii) Students participation in various student centric activities
	12	Inaugurations a) Staff Academy b) Literary Association c) Science Association d) History Association e) Competitive Examinations Guidance Centre
	13	Signing of MOUs
	14	Principal's Meeting with Internal Complaints Redressal Committee members
	15	Review of Admissions: preparation of student profile
	16	Monthly Review meetings
September	1	IQAC- criteria members meeting
	2	Gender sensitization
	3	Celebrations: Teachers Day Hindi Day Death Anniversary of Sanstha Founder Late Hon. Bapusaheb Zapake
	4	Organization of College Foundation Day
	5	Organization of soft skill training for students
	6	Alumni Meet
	7	Principal's Meeting with Placement Cell committee members: Planning placement activities
	8	College Internal Examinations
	9	Use of ICT Teaching Learning pedagogy
	10	Celebration of NSS foundation Day



	11	HIV-AIDS awareness rally
	12	Student seminars, Group Discussion, quizzes etc.
	13	Principal's Meeting with Students welfare committee members
	14	Executive Body Meeting : Approval for purchase of departmental requirements
	15	Criterion wise Meetings of Chairman's and members
	16	Celebration of World's Ozone Day
	17	Submission of college information (2017-18) to University for Annual Report of University
	18	Monthly Review meetings
October	1	Celebration of Mahatma Gandhi Jayanti
	2	University Examinations: Planning and conduct
	3	Avishkar research Projects : College level competitions to select projects for University Avishkar Festival
	4	Principal's Meeting with Excursion Committee: Planning of study tours
	5	Staff Academy Lecture
	6	IQAC meeting
	7	Monthly Review meetings
	8	Term End Meeting
November	1	Reopening of college after Diwali vacation
	2	Staff meeting
	3	Departmental meetings: Distribution of syllabi and planning of coverage syllabi and other activities.
	4	Organization of Guest lecture on , "Sexual Harassment and Preventive measures"
	5	Health Check-up camp for girls
	6	Field visits and Industrial visits



	7	IQAC Meeting
	8	Writing of AQAR
	9	Extension Activity: Science Experiments Demo to SSC/HSC students
	10	Celebration of NCC Day
	11	Workshop on e-content development and effective PPT slides preparation
	12	Organization of aptitude training programme
	13	Monthly Review meetings
December	1	Reading of AQAR - criterion wise meeting
	2	Presentation of AQAR in CDC
	3	Online Submission of AQAR
	4	Meeting : Annual Function Planning
	5	Meeting : NSS Camp Planning
	6	Organization of placement camp
	7	Meeting for publication of 'Mandesh'-College Annual Magazine committee
	8	College Assessment
	9	Organization of Guest lecture on Laws of human rights
	10	Extension Activities
	11	Organizations <ol style="list-style-type: none"> a. Syllabus related workshops b. State/National seminars c. Training workshop on Human Rights d. Guest Lectures under faculty exchange e. Student seminars/Group discussion f. Campus Recruitment
	12	Principal's Meeting with Discipline Committee members



	13	Meeting : Planning for organization of International Conference
	14	Staff Academy Lecture
	15	Celebrations of Human Rights Day
	16	Monthly Review meetings
January	1	Celebrations <ul style="list-style-type: none"> a. Republic Day b. Traditional Day c. Geography Day
	2	College Internal Examination
	3	Organization of Yoga Camp
	4	Extension Activities
	5	Meetings <ul style="list-style-type: none"> a. Library Committee b. Discipline Committee c. Student Council d. UGC Committee e. Internal complaints Committee
	6	Field visits, industrial visits and study tours
	7	Internal Practical Examinations
	8	Organization of Recruitment Drive by Placement Cell
	9	Students council meeting
	10	Principal's Meeting with students' well-fare committee members
	11	Organization of seminars/workshops/Conferences
	12	Staff academy lecture
	13	Organization of Annual Sports and Cultural Events
	14	Monthly Review Meetings
February	1	Departmental meetings for review of syllabus completion



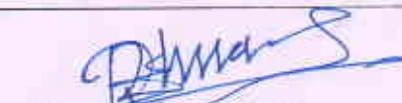
	2	Statistics Written Quiz
	3	Meeting of Exam .Committee
	4	N.C.C.: B Certificate Exam.
	5	Organization of workshops on revised syllabus
	6	Organization of National seminars
	7	Meeting of IQAC
	8	Annual Social Gathering and Prize Distribution Function
	9	Campus Interview by Placement Cell
	10	Farewell Function : Final Year Students
	11	Magazine Committee Meeting
	12	Green audit
	13	Principal's Meeting with Internal Complaints Committee members
	14	Principal's Meeting with Anti Ragging Cell members
	15	Celebrations a)Marathi Bhasha Din b)National Science Day
	16	Monthly review meeting
March	1	Organization of study tours
	2	Staff Academy Lecture
	3	Feedback forms collection
	4	Celebration of International Women's day
	5	Valedictory function of undergraduate students
	6	Principal-Staff meeting
	7	Submission of internal examination mark sheets to university
	8	Preparation of University Examination
	9	Library Committee Meeting
	10	NSS/Gymkhana Department Meeting



	11	Purchase Committee meeting
	12	Distribution of Scholarships and fee concessions
	13	Submission of expenditure report to university
	14	University Examination
	15	Monthly review meeting
April	1	Principal's Meeting with Prospectus Committee Members.
	2	I.Q.AC. meeting
	3	Principal's Meeting with Admission Committee members for planning of next year admission process
	4	PBAS forms Submission.
	5	Library: Verification of Books.
	6	Practical Examination of BSc. Part I
	7	Staff Academy Lecture
	8	Composition of Admission Committee for Next Year admission process
	9	Collection of data and documents of academic year 2017-2018
	10	Monthly Review Meeting
May	1	Organization of placement camp
	2	PG Exam (M.A/M.Com/M.Sc)
	3	Celebration of Maharashtra din/Kamgar Din
	4	Publication of 'Mandesh' college magazine
	5	Principal's Meeting with Prospectus committee members
	6	Alumni Association Meet
	7	Up-gradation of College Website
	8	Common staff meeting


Chairman

Academic Calendar Committee


IQAC Coordinator

Co-ordinator

I.Q.A.C.

Sangola College Sangola


Principal

Principal

Sangola College, Sangola
Tal. Sangola Dist. Solapur