



**Academic calendar for II year (3<sup>rd</sup> –SEM: 2023-24 Odd Semester)**

**Date of commencement 15-11-2023**

Sl.No	Details of activity	Date of submission / finalization
1	<b>IQAC Meeting – 1</b>	<b>02-11-23</b>
2	Subject allotment	03-11-23
3	Department workload and academic calendar of the dept.	05-11-23
4	Class teachers / lab in charge/ mentors allotment	05-11-23
5	Session plan	06-11-23
6	Unit-wise materials for first 3 modules for 3 <sup>rd</sup> semester	08-11-23
7	<b>Provide the following information to the class teachers, mentors and subject teachers of that class for counselling</b> 1. Academic performances (Aggregate pass %) 2. No. of Backlogs (Cumulative) 3. Involvement of interdisciplinary activities till then. Department workload and academic calendar of the dept.	10-11-23
8	<b>Commencement of instruction / semester</b>	<b>15-11-23</b>
9	<b>IQAC meeting – 2</b>	<b>16-11-23</b>
10	<b>IQAC meeting – 3</b>	<b>29-11-23</b>
11	I <sup>st</sup> Module to be completed by	29-11-23
12	Syllabus coverage report- 1 (1 modules)	29-11-23
13	Assignment -1.1 to be given by (1 module)	30-11-23
14	<b>Class Committee Meeting 1 (CCM-1)</b>	<b>30-11-23</b>
15	Assignment -1.1 to be collected	02-12-23
16	Attendance Fortnight – 1 ( 15-11-23 to 02-12-23 )	02-12-23
17	<b>I- term academic record verification by HOD</b>	<b>02-12-23</b>
18	1 – Term Feedback	09-12-23 to 11-12-23
19	<b>Class Committee Meeting 2 (CCM-2)</b>	<b>14-12-23</b>
20	<b>IQAC meeting – 4</b>	<b>15-12-23</b>
21	<b>Department Academic Committee meeting 1 (DAC-1)</b>	<b>16-12-23</b>
22	Assignment -1.2 to be given by (1.5 module)	16-12-23
23	<b>NSS/SPORTS/YOGA activity report 1 to be submitted by</b>	<b>17-12-23</b>
24	Assignment -1.2 to be collected	19-12-23
25	Syllabus coverage report- 2 (2 modules)	20-12-23
26	2nd Module to be completed by	20-12-23
27	Attendance Fortnight – 2 (03-12-23 to 20-12-23)	20-12-23
28	Assignment -1 Evaluation report to be submitted on by the subject teacher	22-12-23
29	Syllabus coverage report -3 (2.5 modules)	27-12-23
30	<b>I – IA Exam</b>	<b>28-12-2023 to 01-01-2024</b>
31	<b>IQAC meeting – 5</b>	<b>29-12-23</b>
32	<b>Class Committee Meeting 3 (CCM-3)</b>	<b>30-12-23</b>
33	I-IA exam marks to be submitted by	04-01-24

34	3 <sup>rd</sup> Module to be completed by	06-01-24
35	Syllabus coverage report -4 (3 modules)	06-01-24
36	Mentoring report -1 to be submitted by	06-01-24
37	<b>II- term academic record verification by HOD</b>	<b>06-01-24</b>
38	Attendance Fortnight – 3 (21-12-23 to 08-01-24)	08-01-24
39	<b>IQAC meeting – 6</b>	<b>12-01-24</b>
40	<b>Class Committee Meeting 4 (CCM-4)</b>	<b>15-01-24</b>
41	<b>Department Academic Committee meeting 2 (DAC-2)</b>	<b>16-01-24</b>
42	Attendance Fortnight – 4 (09-01-24 to 25-01-24)	25-01-24
43	4th Module to be completed by	27-01-24
44	Syllabus coverage report -5 (4 modules)	27-01-24
45	Assignment -2.1(1.5 modules) to be given by	27-01-24
46	<b>IQAC meeting – 7</b>	<b>27-01-24</b>
47	<b>NSS/SPORTS/YOGA activity report 2 to be submitted by</b>	<b>28-01-24</b>
48	Assignment -2.1 to be collected by	30-01-24
49	<b>Class Committee Meeting 4 (CCM-4)</b>	<b>31-01-24</b>
50	Assignment -2.2 to be given by (1 modules)	07-02-24
51	<b>III- term academic record verification by HOD</b>	<b>07-02-24</b>
52	Assignment -2.2 to be collected	09-02-24
53	<b>IQAC meeting – 8</b>	<b>09-02-24</b>
54	Assignment –2 Evaluation report to be submitted on by the subject teacher	12-02-24
55	5th Module to be completed by	14-02-24
56	Syllabus coverage report -6 (5 modules)	14-02-24
57	Attendance Fortnight –5 (27-01-24 to 14-02-24)	14-02-24
58	<b>Class Committee Meeting 5 (CCM-5)</b>	<b>14-02-24</b>
59	<b>Department Academic Committee meeting 3 (DAC-3)</b>	<b>15-02-24</b>
60	<b>II-IA exam (Portion: 2.5 Modules)</b>	<b>15-02-24 to 19-02-24</b>
61	II-IA exam marks to submitted by	20-02-24
62	Lab internals Exams	20-02-24
63	Attendance Fortnight –6 (15-02-24 to 20-02-24)	20-02-24
64	<b>Last working day</b>	20-02-24
65	Practical End examinations	21-02-24 to 29-02-24
66	Mentoring report -2 to be submitted by	22-02-24
67	Subject closing report	22-02-24
68	<b>IQAC meeting – 9</b>	<b>23-02-24</b>
69	<b>IQAC meeting – 10</b>	<b>09-03-24</b>
70	Semester End Examinations ( Theory )	04-03-24 to 23-03-24
71	Internal Academic Audit	10-03-24 to 16-03-24
72	<b>Even Semester 2022-23 class work commencement</b>	<b>01-04-24</b>

**Note: Submit all the reports / information to IQAC\***

The fortnight attendance should be calculated from the commencement of the semester. Cumulative attendance need to be calculated and the same to be submitted to IQAC.

*D*  
IQAC  
10/11/23



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