	Pimpri Chinchwad Education Trust's **Pimpri Chinchwad College of Engineering** **Information Technology Department**	Record No.: ACAD/R/06 Revision: 00 Date: 18/08/2023

Event Calendar of the Department

Academic Year: 2024-25 **Semester: I** **Date: 30/07/2024**

Sr. No.	Activity	Date	In charge Staff	Compliance of Activity (held/delayed/canceled)
	Events in the Month of July			
1.	Mentoring and Counseling session and for the students on Professional Core Electives, Open electives, Honors and Minors courses	08-07-2024 to 12-07-2024	HOD, All Teachers	
2.	Course Registration	15-07-2024 to 20-07-2024	—	
3.	Academic Planning and review of preparation and PAC	Up to 30-07-2024	PAC Committee Members	
4.	Communication to the students- • Commencement date, • Admitted Student List, • Course outcomes, • Time Table, • Teaching Plans, • Laboratory plan etc. • (Updating Notice Board and website)	Up to 30-07-2024	All Teachers	
	Events in the Month of August			
5.	Commencement of Teaching for Semester - I	01-08-2024	All Teachers	
6.	Academic Coordinators Meeting	01-08-2024	All Academic Coordinators	
7.	HoD Address	01-08-2024 to 07-08-2024	HOD	
8.	MDM orientation and registration	01-08-2024 to 08-08-2024	Ms. Babita R. Jane	
9.	SDW Activity –I (SY Induction Program)	06-08-2024	Mrs. Tanuja Patankar Mrs. Shraddha Tawade	
10.	B.Tech IEEE Branch Activity-I (for final Year)	13-08-2024	Mrs. Tanuja Patankar Mrs. Shraddha Tawade	
11.	IEEE Branch Activity –II (Membership Drive for S.Y B.Tech)	14-08-2024 to 20-08-2024	Mrs. Tanuja Patankar Mrs. Shraddha Tawade	
12.	Attendance Monitoring-I	21-08-2024	All Class Teachers and Academic Coordinator	
13.	Students Feedback -I, Faculty Counseling and Improvement actions.	26-08-2024 to 30-08-2024	Mrs. Alpana A. Borse	
14.	PTG Meeting - I	26-08-2024 to 30-08-2024	Mrs. Mukta Jamage	

15.	SDW Activity –II (TY ITSA Induction Program)	29-08-2024	Mrs. Tanuja Patankar Mrs. Shraddha Tawade	
16.	Display the list of Registered students by the Examination Section	30-08-2024	Exam Section	
17.	R&D Activity - I	Fourth week of August	Dr. Maya Bembade	
Events in the Month of September				
18.	Formative Assessment -1 (FA-1)* (Can be conducted throughout the semester)	Tentative Guideline 02-09-2024 to 06-09-2024	All Teachers and Academic Coordinator	
19.	Academic Coordinators Meeting	05-09-2024	All Academic Coordinators	
20.	SDW Activity –III (Teacher's Day & Engineer's Day celebration For TY B.Tech)	05-09-2024 & 19-09-2024	Mrs. Tanuja Patankar Mrs. Shraddha Tawade	
21.	III Activity – I (For SY & TY)	Second week of September	Mr. Ravindra Aher	
22.	B.Tech IEEE Branch Activity-III (for final Year)	09-09-2024	Mrs. Tanuja Patankar Mrs. Shraddha Tawade	
23.	Academic Monitoring - I	11-09-2024	All Class Teachers and Academic Coordinator	
24.	Parent Meet	18-09-2024 to 24-09-2024	Mrs. Alpana Borse	
25.	III Activity – II (For TY & Final Year B.Tech.TY)	Third week of September	Mr. Ravindra Aher	
26.	R&D Activity - II	Fourth week of September	Dr. Maya Bembade	
27.	PTG Meeting - II	22-09-2024 to 27-09-2024	Mrs. Mukta Jamage	
28.	Mid-term work submission/Mock oral. PAC and Academic Review#	25-09-2024 to 01-10-2024	Respective Course Faculty	
29.	IIT Spoken Test	26-09-2024 & 27-09-2024	Mrs. Sandhya Waghere	
30.	SDW Activity –IV (Technical Workshop For S.Y B. Tech)	27-09-2024	Mrs. Tanuja Patankar Mrs. Shraddha Tawade	
Events in the Month of October				
31.	Attendance Monitoring –II, Display of Provisional Detention list -I	01-10-2024	All Class Teachers and Academic Coordinator	
32.	Academic Coordinators Meeting	03-10-2024	All Academic Coordinators	
33.	III Activity – III (For SY)	Second week of October	Mr. Ravindra Aher	
34.	SDW Activity – III	Second week of October	Mrs. Tanuja Patankar Mrs. Shraddha Tawade	
35.	R&D Activity III	Third week of October	Dr. Maya Bembade	
36.	Formative Assessment -2 (FA-2)* (Can be conducted throughout the semester)	Tentative Guideline 21-10-2024 to 25-10-2024	All Teachers and Academic Coordinator	

37.	Students Feedback -II	21-10-2024 to 25-10-2024	Mrs. Alpana A. Borse	
38.	Academic Monitoring - II	23-10-2024	All Class Teachers and Academic Coordinator	
39.	Attendance Monitoring –III, Display of Provisional Detention list -II	30-10-2024	All Class Teachers and Academic Coordinator	
40.	PTG Meeting - III	23-10-2024 to 30-10-2024	Mrs. Mukta Jamage	
Events in the Month of November				
41.	Academic Coordinators Meeting	07-11-2024	All Academic Coordinators	
42.	Submission of Summative Assessment(SA) Theory Course Question Paper	08-11-2024	Exam Incharge	
43.	End term submission, Mock oral /practical	11-11-2024 to 15-11-2024	Respective Course Teacher	
44.	Faculty Appreciation, Performance Appraisal and counseling for improvement	11-11-2024 to 15-11-2024	HoD	
45.	Department PAC	11-11-2024 to 15-11-2024	PAC Committee members	
46.	Attendance Monitoring- IV Academic Monitoring -III	15-11-2024	All Class Teachers and Academic Coordinator	
47.	Conclusion of Teaching	15-11-2024	All Class Teachers and Academic Coordinators	
48.	Detention list from HoD to Dean office and COE	18-11-2024	Exam Incharge	
49.	Practical exam/ End term Project / Seminar / Internship Oral Examination ***(Slot-I)***	19-11-2024 to 25-11-2024	Exam Incharge	
50.	Summative Assessment Exam and Evaluation	26-11-2024 to 11-12-2024	Exam Incharge	
Events in the Month of December				
51.	Academic Coordinators Meeting	05-12-2024	All Academic Coordinators	
52.	Practical exam/ End term Project / Seminar / Internship Oral Examination ***(Slot-II, If required)***	12-12-2024 to 14-12-2024	Exam Incharge	
53.	Last day to show the paper and mark entry in ERP	14-12-2024	Exam Incharge	
54.	Hard copy submission to CoE	17-12-2024	Exam Incharge	
55.	Declaration of Result	20-12-2024	Exam Incharge	
56.	Registration for Re-Exam	21-12-2024 to 22-12-2024	Exam Incharge	
57.	Re-practical exam (Failed students and genuine cases)	23-12-2024 to 26-12-2024	Exam Incharge	
58.	Re-SAExam (Failed students and genuine cases)	27-12-2024 to 04-01-2025	Exam Incharge	

Events in the Month of January				
59.	Academic Coordinators Meeting	02-01-2025	All Academic Coordinators	
60.	Last day to show the Re-SA paper and mark entry in ERP	08-01-2025	Exam Incharge	
61.	Hard copy submission to CoE	09-01-2025	Exam Incharge	
62.	Declaration of Result for Re-SA exam	11-01-2025	Exam Incharge	
63.	Commencement of Even Semester (2024-25)	01-01-2025	All Class Teachers and Academic Coordinators	

Dr. Rajesh Phursule
Academic Coordinator

Dr. Jayashree Katti
Head of the Department