



Progressive Education Society's
Modern College of Engineering
Department of Information Technology

Departmental Academic Planner
2022-23 Term- II

Academic Activities and its planning are as follows:

Activity	Period/Frequency
HOD Meeting with faculty	Prior to term commencement, as and when required as per discretion of department
Student's registration and its reporting	First week of commencement
Academic review	Monthly (Thrice a term)
GFM Meeting with HoD	Monthly, Prior to term commencement and at the end of term
Peer Feedback	Once a term
Mentor mentee meeting	Monthly (Thrice a term)
Assessment of Curriculum (Theory + Practical)	As per OBE Policies
Midterm verification of Lab work	Once a term
Parents Teacher Meet	Once a term
Parent Feedback	At the time of Parents Meet
TE Seminar reviews as per SPPU norms	As per the need of course
BE Project reviews as per SPPU norms	As per the need of course
Feedback by students about Faculty	Twice a term
Feedback by students about Course (Course Exit)	End of term
Feedback by students about Graduate Exit Survey	End of term
Student Satisfaction Survey by students	End of term
Feedback on Facilities by students	End of term
Alumni Feedback	At the time of Alumni Meet
Feedback by faculty about Curriculum	End of term
Project Exhibition	End of term/During M'Pulse
Mock oral practical exams and final submission	End of term
Completion of Student Profile Booklet	End of term
Submission of Term Closure Report	End of term
Internal Academic Audit	End of term
External Academic Audit	End of term

Following points to be noted:

Assessment tools may vary as per requirement of course but will be conducted as per OBE Policy.

Activities for slow, advanced learners and make-up, remedial classes to be conducted during the term.

SPPU Examination will be scheduled as per SPPU notification.

Every mentor has to update the Student Profile Booklet after declaration of SPPU results.

Alumni Feedback will be conducted at the time of Alumni Meet.





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Departmental Academic Calendar for Third Year Engineering (TE), Final Year Engineering (BE)

Sr. No.	Planned Date/Week	Academic Activity
1	21/01/2023	Meeting by HOD
2	21/01/2023	Display of Time Table
3	23/01/2023	Start of semester
4	23 - 24/01/2023	Registration through ERP
5	23 - 25/01/2023	Orientation Program and Curriculum Booklet Circulation
6	30/01 - 04/02/2023	Mentor Mentee Meeting (I st)
7	21 - 26/02/2023	Peer Feedback
8	23/02/2023	Academic Review I (I st)
9	23/02/2023	GFM Meeting with HoD
10	27/02 - 04/03/2023	Assessment # 1 : Unit Test for Units 1 and 2
11	27/02 - 04/03/2023	Mentor Mentee Meeting (II nd)
12	06 - 11/03/2023	Mid Term Faculty Feedback from students
13	18/03/2023	Parents Teacher Meet
14	18/03/2023	Parents Feedback
15	20/03/2023	Academic Review (II nd)
16	20 - 25/03/2023	Assessment # 2 : OBT for Unit 3
17	23/03/2023	GFM Meeting with HoD
18	31/03 - 06/04/2023	Mentor Mentee Meeting (III rd)
19	03 - 08/04/2023	Assessment # 3 : MCQ Test for Unit 4.
20	10 - 15/04/2023	Project Exhibition
21	17 - 21/04/2023	End Term Feedback, Student Satisfaction Survey, Graduate Exit Survey, Feedback on Facilities from Students
22	17 - 21/04/2023	Curriculum Feedback by faculty
23	17 - 21/04/2023	Course Exit Survey
24	20/04/2023	Academic Review (III rd)
25	20/04/2023	Display submission schedule
26	24 - 28/04/2023	Assessment # 4 : Assignments for Unit 5 and 6
27	24 - 28/04/2023	Mock Oral Practical Exam and Final Submission
28	23/04/2023	GFM Meeting with HoD
29	29/04/2023	Conclusion of Teaching
30	20/05/2023	Term End
31	22 - 27/05/2023	Submission of Term Closure report
32	05-10/06/2023	Internal Academic Audit
33	12-17/06/2023	External Academic Audit
34	20/06/2023	Submission of Internal and External Audit Report





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Departmental Academic Calendar for Second Year Engineering (SE)

Sr. No.	Planned Date/Week	Academic Activity
1	21/01/2023	Display of Time Table
2	21/01/2023	Meeting by HOD
3	04/02/2023	Term Commencement Meeting with Principal
4	06/02/2023	Commencement of term
5	06 - 07/02/2023	Registration through ERP
6	06 - 08/02/2023	Orientation Program and Curriculum Booklet Circulation
7	13 - 17/02/2023	Mentor Mentee Meeting (I st)
8	06 - 11/03/2023	Peer Feedback
9	23/02/2023	GFM Meeting with HoD
10	06/03/2023	Academic Review I (I st)
11	13 - 18/03/2023	Mentor Mentee Meeting (II nd)
12	13 - 18/03/2023	Mid Term Faculty Feedback from students
13	18/03/2023	Parents Teacher Meet
14	18/03/2023	Parents Feedback
15	20 - 25/03/2023	Assessment # 1 : Unit Test for Units 1 and 2
16	23/03/2023	GFM Meeting with HoD
17	03 - 08/04/2023	Assessment # 2 : OBT for Unit 3
18	06/04/2023	Academic Review (II nd)
19	17 - 21/04/2023	Assessment # 3 : MCQ Test for Unit 4
20	17 - 21/04/2023	Mentor Mentee Meeting (III rd)
21	23/04/2023	GFM Meeting with HoD
22	02 - 06/05/2023	End Term Feedback, Student Satisfaction Survey, Graduate Exit Survey, Feedback on Facilities from Students
23	02 - 06/05/2023	Curriculum Feedback by faculty
24	02 - 06/05/2023	Course Exit Survey
25	04/05/2023	Display submission schedule
26	08/05/2023	Academic Review (III rd)
27	08 - 13/05/2023	Mock Oral Practical Exam and Final Submission
28	13/05/2023	Conclusion of Teaching
29	15 - 20/05/2023	Assessment # 4 : Assignments for Unit 5 and 6
30	22 - 27/05/2023	Submission of Term Closure report
31	31/05/2023	Term End
32	05-10/06/2023	Internal Academic Audit
33	12-17/06/2023	External Academic Audit
34	20/06/2023	Submission of Internal and External Audit Report

Dr. Mrs. S. D. Deshpande
HoD (IT)



Mrs. Sanipada A. Kulkarni
Academic Co-ordinator