









**Mahatma Gandhi Vidyamandir's
Arts & Commerce College, Yeola, (Nashik).**

ACADEMIC CALENDER 2017-18

JUNE 2017		
3 rd Week	1	Admission Process UG using ERP Software
	2	Weekly Meeting of Staff
	3	Counseling to the students about Admission
	4	Distribution of Workload
	5	Meeting of Student Welfare Committee
	6	Submission of Report of Yoga Day Programme to SPPU-BSD/UGC
4 th Week	1	Departmental Meetings About the Following issues: 1.Preparation of Time- Table and discussion about academic planning and results. 2. UG - Ist Year - Implementation of exam related Issues as per MGV 3.Discussion & Planning about organizing Lectures, Assignment Seminar Presentation, Lecture Series, Conference etc. 4.Discussion about Research Activities
	2	Discussion & Presentation on syllabus of various courses result analysis
	3	Meeting of the faculty members for distribution of work load & submission of research proposal to BCUD, SPPU online.
	4	Academic Planning, Evaluate results of UG
	5	Discussion about syllabus of PG Courses
	6	Reviewing of result of T.Y.B.A., T.Y.B.Com.
	7	Departmental meeting & workload distrituion for UG Course
	8	Preparing & Implementation of time table for S.Y.B.A. & T.Y.B.A.
	9	Admission Process at P.G. by using ERP Software.
	10	Preparation of Time- Table and discussion about academic planning.
	11	Result analysis of UG
	12	Submission of Anti Ragging Report of SPPU-BSW
	13	Discussion & Planning about NAAC Preparation
	14	Display Notice of Earn & Learn Scheme & Admission
	15	Display the Notice of the Academic year 2017-18
	16	Discussion about status of PG Admission
	17	Tree Plantation Programme as per the directives
5 th Week	1	Weekly Meeting & Beginning of Teaching
JULY 2017		
1 st week	1	Regular Teaching as per time table
	2	Weekly Meeting
	3	Loknete Vynkatrao Hire Punyatithi: 3 rd July
	4	Soft Skill Development Programme Meeting
	5	Rajya Matadar Divas: 5 th July
	6	Admission Process (PG)
	7	Inauguration & Speech, Submission of admission Form

ACADEMIC CALENDER 2017-18

	8	Career, Counseling & Placement Cell Committee Meeting
	9	Workload allotment & Teaching as per the Time Table
	10	Meeting to be held for discussion upon timetable, theory papers and practical
	11	Earn & Learn Admission Process - publicity & Implementation
	12	Submission of Student Welfare Schemes Proposal to SPPU-BSW
	13	Submission of Proposal for Seminar/Workshop to UGC/BCUD
	14	Planning the Annual Budget of Gymkhana Dept.
	15	To look after the maintenance of the sports equipment and check the stock
	16	Issue Notice to the students to participate in various sports events
	17	Display the Annual sports programme of inter Collegiate Events
	18	Plan of the sports equipments, hosiery list required to the Depts.
	19	Sanction the list of equipments through Principal and Institute
	20	Events practice and inter Collegiate participation of Teams - Chess, Baseball, Kho-Kho
	21	Meeting of the Library Advisory Committee
	22	Annual Planning and Annual Budget Provision
	23	Discussion about purchasing of books, journals ets.
2 nd week	1	Weekly & NAAC meeting
	2	Teaching as per Time-table (UG).
	3	Admission process for PG
	4	Information about Orientation/Refresher to Faculties
	5	Guest Lecture from officer of DIC (District Industrial Centre) Career guidance and placement.
	6	Lecture on World Population Day (Geography Dept.) 11th July
	7	Meeting of the HODs with the Principal
	8	Literary Association Annual Planning Weekly Meeting of the Committee
	9	Inauguration of Literary Association
3 rd week	1	Teaching as per Time-Table UG & PG
	2	Discussion of syllabus of PG courses. Workload distribution for PG Courses & Time table framing. Discussion about Credit System.
	3	Weekly & NAAC Meeting
	4	Placing order of textbooks and reference books.
4 th week	1	Library Work for - Notes (An in-semester assessment optional)
	3	Weekly Meeting of the HODs with the Principal
5 th week	1	Teaching as per Time-table (UG & PG)
	2	Discussion about Seminar Proposal of SPPU - BCUD
	3	Generation of Annual Report to submit Planning & Development -SPPU
	4	IQAC Meeting & Inauguration of Staff Academy
AUGUST 2017		
	1	Regular teaching & submission of Seminar proposals to SPPU
	2	Counseling about credit system & skill based programme to the PG students
	3	Lokmanya Tilak Punyatithi & Lokshahir Annabhau Sathe Jayanti
	4	Weekly & IQAC meeting
2 nd week	1	Regular Teaching & Practicals as per Time-table (UG & PG) allotment of with assignments to PG students.

ACADEMIC CALENDER 2017-18

	2	Celebration Independence Day
	3	Guest lecture for PG students
	4	Innaguration of Social Sciences Forum
	5	Weekly Meeting & Regular teaching at U.G. & P.G. Level
3 rd week	1	Weekly Meeting & Teaching as per Time-Table UG & PG
	2	Classroom Seminar For PG Students
	3	Discussion about Major/Minor Projects of WRO - UGC
	4	NSS -Blood donation Camp
	5	Meeting of the HOD's with the Principal, Departmental Meetings.
	6	Earn & Learn Work Distribution UG & PG , Request letter to college for Advance Payment of Earn & Learn
	7	Library class, consulting Dictionaries and Theauruses, Language Lab practical work
	8	Contribute papers by the faculty at state, national and international level and to publish books, papers in repute Journals, if any.
	9	Inauguration of Economics Association
	10	PPT Presentation - NAAC
	11	Event practice schedule and selection of teams planning.
	12	Planning of Sport activities
4 th week	1	Weekly Meeting
	2	Inauguration of Commerce Association
	3	Celebration of National Sport Day
	4	Conductiong PG Internal Exam
	5	Teaching as per time-table. Assignment for UG & PG students (An in semester assessment)
	6	Enrolment for Earn & Learn Gender & Category wise classification UG& PG. Counseling & guidance about various scholarships Government, UGC & Other
	7	Bahishal Mandal - Lecture Series (Yashwantrao Chavhan Vyakhyanamala)
5 th week	1	Teaching as per Time-table & Departmental presentation for NAAC.
	2	Meeting on faculty members for discuss on various points.
	3	Making practice sessions for students to participate in various sports events like cricket, volleyball
SEPTEMBER 2017		
1 st week	1	Celebration of Teacher's Day & Presentation of NAAC
	2	Weekly Meeting & Teaching as per Time-table.
	3	Career Counseling & Placement Cell - Committee Meeting
	4	Classroom Seminar for M.A. (I) students
	5	Correspondence regards sanctioning Grant for the Earn & Learn Scheme, BSW,SPPU.
	6	Discussion about Student redressal Vishakha Committee
	7	To send out the Nashik Zonal Sports Pro-Rata, University Pro-Rata & Ashwamedh Fund.
	8	Establishment of Student Council & <i>Vidyartharhini Manch</i>
2 nd week	1	Weekly Meeting & Regular Teaching as per Time-table (UG & PG)
	2	Celebration of Hindi Diwas

ACADEMIC CALENDER 2017-18

	3	Meeting of the HODs with the Principal
	4	Paper reading and Paper presentation for UG students
	5	Making practice sessions for students to participate in various sports events like Softball, Kabaddi, Handball
	6	Bahishal Series (Barristor Jaykar Vyakhamala)
	7	International Literacy Week: 8 th to 14 th Sep.
3 rd week	1	Regular Teaching as per Time-table (UG & PG)
	2	Guest lecture on opportunities in Banking./Insurance/Retail Sector Career Guidance - Career, Counseling & Placement Cell
	3	Second Internal Test for PG students
	4	Preparation of NAAC Peer Team Visit
	5	Meeting of the HODs with the Principal
	6	Implementation of various schemes of BSD-SPPU.
	7	Home assignment for UG & PG students, Meeting about Departmental Quality Assurance, Language Lab practical work.
	8	Participation of teams in inter collegiate tournaments - Cricket & Volleyball
	9	Celebration of Ozone Day: (Geography Dept) 16 th Sep.
4 th week	1	Weekly Meeting & Teaching as per Time-table
	2	Conduct seminars for PG Student
	3	Seminar and presentation for PG students
	4	Organized inter collegiate and inter group tournaments
OCTOBER 2017		
1 st week	1	Weekly Meeting & Teaching as per Time-table
	2	Blood Donation Day: NSS & BSD
	3	World Animal Day
	4	Discussion about Syllabus completion of the 1 st Term
	5	Discussion about Paper Setting of Term End Exam.
	6	Career, Counseling & Placement Cell Committee Meeting
	7	Activities regarding :
	8	A) Syllabus completion of the 1 st Term
	9	B) Paper Setting of Term End Exam
	10	C) Discussion about conducting internal Mid-term Test of the M.A./M. Co. Students
	11	Redeveloping & maintaining various sport events grounds Like Long jump, Hockey & cricket pitch etc.
	12	Discussion with students regarding extra lectures on difficult topics as per the demand of the students
	13	2 nd October Rashtrapita Mahatma Gandhi Jayanti and Lal Bahadur Shashtri Jayanti

ACADEMIC CALENDER 2017-18

14 Swacha Bharat Abhiyan

2 nd week	1	Paper Setting of Term End Exam.
	2	World Blind Day
	3	Revision of Syllabus
	4	Meeting of staff regarding completion of syllabus at UG. & PG level
	5	Lecture on Career Counseling & Placemtn Cell
	6	Finalising M.A./M.Com internal Assessment
	7	IQAC Meeting
	8	Weekly Meeting & review of syllabus completion of Ist Term
	9	Paper Setting of Term End Exam.
	10	Practical exam of Commerce
	11	Mid Term Test of PG Student
	12	Participation of teams in inter collebgiate tournaments - Softball, Kabaddi, Handball, Hockey, Athletics
	13	DIWALI VACATION

3rd week 1 DIWALI VACATION

4 th week	1	Indira Gandhi Jayanti - DIWALI VACATION
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NOVEMBER 2017

1 st week	Karemvveer Bhausahab Hiray Punyatithi	
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1	Diwali Vacation
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2 nd week	1	Examination Work
	2	Weekly Meeting & Celebration of Bal Din- Pandit Jawaharlal Jayanti
	3	A Discussion on syllabus of PG courses. Workload distribution for PG courses & time table framing

3 rd week	1	University Examination
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4 th week	1	Term End Exam of UG Courses
	2	Preparing practice schedule and slection of teams for Inter Collegiate tournaments like Netball, Korfbal
	3	Sem II, Teaching Process UG /PG Started
	4	Term End Exam of FY/SY/TYBA
	5	Constitution Day

5 th week	1	University Examination / Internal Examination
	2	Mahatma Phule Punyatithi
	3	Weekly Meeting & Beginning of IInd Term Teaching Process
	4	Term End Examination of FY/SY/TYBA & F.Y.B.Com.

ACADEMIC CALENDER 2017-18

	5	Semester Exam of PG Courses. (Theory)
DECEMBER		
1st week	1	Preparing practice schedule and selection of teams for Inter collegiate tournaments like
	2	World Anti- Aids Day: 1 st Dec.
	3	University Exam
	4	Planning about syllabus completion of IInd Term, conducting the
	5	Meeting in the first week for allotment of timetable
	6	Meeting of Career Counseling & Placement Cell
	7	Review of Term End Examination of FY/SY/TYBA & F.Y.B.Com.
	8	Meeting of the HODs with the Principal
	9	Meeting of BSD & Student of Earn & Learn with the Principal Planning for Remaining Activities
	10	NSS Winter Camp
2 nd week	1	Preparing practice schedule and selection of teams for Inter collegiate tournaments like netball, korfball
	2	To conduct faculty members meeting for planning the completion of
	3	Dr. Babasaheb Ambedkar MahaPariNirvan Din
	4	Sant Gadge Maharaj Punyatithi - Swachhata Abhiyan
	5	World Human Rights Day
	6	University Exam
	7	Teaching as per time table (UG & PG)
	8	Planning about conducting study tour of PG students & Organizing
	9	Lecture of Competitive Guidance Cell
	10	Guest lecture on Career guidance & Placement
3 rd week	1	Organizing the guest lectures for PG students by the PG Depts.
	2	Poetry recital program for UG and PG students,
	3	Weekly & IQAC meeting
	4	Soft Skill Development Programme
	5	Teaching as per Time-table
	6	NSS Programme.
	7	PPT and seminars
	8	Arrange State level Seminar
	9	Staff Academy Lecture
	10	Assessment of Term End Exam Answer Paper
4 th week	1	Record maintaining & updating of various schemes

ACADEMIC CALENDER 2017-18

	2	Seminar for UG and PG students
	3	Dr. Babasaheb Jaykar Vyakhyanmala Three Lectures
	4	Weekly Meeting & Teaching as per Time-Table
	5	Environmental awareness lectures and Project subject distribution
	6	BSD Programme
	7	Tutorial tests for PG students
	8	Classroom seminar for M.A./M.Com. (IV) students
	9	Faculty members meeting for planning the completion of syllabus of
	10	Departmental Study Tour
	11	Conducting PG Internal Exam
	12	Library work for PG students
5 th week	1	Correspondence & various report submission to College & SPPU
	2	Weekly Meeting & Organization of State Level Seminar
	3	Ramanujan Birth Anniversary
JANUARY 2018		
1 st week	1	Weekly Meeting
	2	Kranti Jyoti Savitribai Phule Jayanti
	3	Renuka Aaji Jayanti: 30th Dec.
	4	Teaching as per Time-Table UG & PG
	5	Home assignment for M.A./M.Com. students.
2 nd week	1	Participation in National Debating and Various Competitions - Bhambhak Hiray Competitive Examination
	2	SPP University Scholarship Planning, work distribution & Implementation.
	3	Implementation of BSD Schemes
	4	Weekly Meeting & Teaching as per Time-table
	5	SET/NET Workshop for M.A./M.Com.Student
	6	Checking papers and preparing results of intenal exams.
	7	Bhausahab Hiray Competitive Examination
3 rd week	1	Competative Exam Guidance Week (Geography Dept)
	2	National Youth Day: 12 th Jan.
	3	Geography day celebration on 14th Jan
	4	Weekly Meeting & Teaching as per Time-table
	5	IQAC meeting
	6	Guest lecture on Career gudiance & Placement & Guest lecture - MPSC/UPSC
	7	Seminar for PG Students
	8	Social Sciences Forum - Lecture
4 th week	1	Weekly Meeting & Staff Academu Lecture

ACADEMIC CALENDER 2017-18

	2	M.A./M.Com - Internal Assessment Activities.
	3	Screening a film to create an awareness on gender equality & anti-ragging.
5 th week	1	Weekly Meeting
	2	Teaching as per Time-table
	3	Celebration of 26th Jan. Republic Day.
	4	Issuing print outs of study material for students assignments to M.A./M.Com for Project Work.
FEBRUARY 2018		
1 st week	1	Weekly Meeting & Teaching as per Time-table
	2	Tutorial for M.A. (IV) students
	3	Assignments to M.A./M.Com.
	4	Teaching as per Time-table (UG & PG).
	5	Study tour for PG Students.
2 nd week	1	Educational tours of UG Students.
	2	Maharaja Sayajirao Gaikwad Punyatithi
	3	Ist Internal Test for PG students.
	4	Annual Gathering & Prize Distribution
	5	Weekly Meeting & Teaching as per Time-table
	6	Celebration of University Foundation Day
	7	Faculty Meeting to discuss -1] Syllabus completion of UG & PG classes. 2] Practical to be completed. 3] Completion status of journals
	8	Wallpaper paper competition & Rangoli competition
3 rd week	1	Participation of Departmental students in gathering activities
	2	Chhatrapati Shivaji Maharaj Jayanti
	3	Renuka Aaji Punyatithi
	4	Career Counseling & Placement Cell Committee Meeting
4 th week	1	Activities regarding University Foundation Day.
	2	Meeting of Advisory Committee (Earn & Learn)
	3	Weekly Meeting & Teaching as per Time-table (UG & PG)
	4	Marathi Rajbhasha Diwas
	5	Guest Lecture
	6	Review of syllabus completed and difficulties of the students, 2nd Internal Test for PG students

ACADEMIC CALENDER 2017-18

	7	Organize the Annual sports prize distribution programme	
	8	Sant Gadge Maharaj Jayanti - Swachhata Abhiyan	
MARCH 2018			
1 st week	1	Weekly Meeting & Teaching as per Time-table (UG & PG)	
	2	Karmaveer Bhausaheb Hiray Jayanti: 1st March	
	3	Internal Exam of PG Courses.	
	4	Bahishal - Lecture Series	
	5	Maintaining of Final Sheet of Earn & Learn - Preparation	
	6	Lecture of Staff Academy	
	7	IQAC Meeting	
	8	To purchase the non consumable sports equipments through	
	9	Teaching as per Time-table (UG &PG)	
	10	Karmaveer Bhausaheb Hiray Jayanti: 1 st March	
	11	To take review of syllabus completion	
	12	Planning of Extra period, if needed	
		13	Lecture series
2 nd week	1	Weekly Meeting	
	2	International Woman's Day Celebration: 8th March	
	3	Career Counseling & Placement Cell Committee Meeting	
	4	Kranti Jyoti Savitribai Phule Punyatithi	
3 rd week	1	Weekly Meeting	
	2	World Handicap Day	
4 th week	1	Weekly Meeting regarding Practical Examination & other issues	
	2	Planning about conducting the Environmental Awareness Exam.	
	3	Seminar and presentation for PG students	
	4	Preparation of Annual Examination	
APRIL 2018			
1 st week	1	Weekly & IQAC meeting.	
	2	Stock checking of various sports instruments	
	3	Teaching as per Time-table (UG &PG)	
2 nd week	1	World Health Day	
	2	Dr. Babasaheb Ambedkar Jayanti	
	3	Mahatma Phule Jayanti	
	4	Planning & preparation of Fial Audit (Earn & Learn & NSS)	
3 rd week	1	Sort out the sports instruments & prepare list for purchase of new	

ACADEMIC CALENDER 2017-18

	2	Preparation of Seminar Audit
	3	Preparation of 163 ordinance Proposal - NSS
	4	Practical Exam of Commerce
4 th week	1	Weekly Meeting & Teaching as per Time-table (UG &PG)
	2	University Examination of FYB.A./B.Com.
	3	Loknete Vynkatrao Hiray Jayanti
	4	Meeting of the Adivsory Committee
	5	Preparing wirtre - ups for the college annual magazine 'UNMESH'.
	6	University Theory Examination
	7	Pune University Exam UG
	8	Annual Report Submission of Departments
	9	Follow up of the various schemes & activities in the year
	10	University Theory Examination
	11	IQAC Meeting
5 th week	1	Submission of annual report of BSW & NSS
	2	Pune University Exam UG
	3	Journal certification for M.A./M.Com. students & Celebration of Earth Day
	4	preparation of annual report of BSD
MAY 2018		
1 st week	1	Pune University Exam UG
	2	Celebration of Maharashtra Din
2 nd week	1	University Theory Examination
	2	Feedback and to take review of PG students
3 rd week	1	University Theory Examination
4 th week	1	Exam related Work, SPPU
5 th week	1	Attending CAP at SPP University.
SUMMER VACATION		
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(Prin.Dr. Bhausahab Game)

