



TERNA ENGINEERING COLLEGE, NERUL, NAVI MUMBAI

Department of Information Technology

Date:28/12/11

Academic Calendar

Activity plan for the year 2011-2012 (Even Sem.) (II/IV/VI/VIII/PG II)- First Half of 2012

Sr. No.	Date	Activity	Responsibility	Remarks
1	16/12/12 & 19/12/11	Faculty Development Programme	Dean Academics	
2	05/01/12 To 06/01/12	a. Orientation of Subjects with teaching plans. b. Lab work Orientation c. Class Room /Lab Arrangements	HODs Registrar /HODs	
3	06/01/12	Submission and display of approved teaching plans/ Bar Charts as per syllabus. Display of Total Assignments, Experiments on Notice Board in Each lab	All faculties , Lab in charges	HODs would verify.
4	09/01/12 for UG 12/01/12 for PG	Commencement of Term <i>Address of Head of Department to the student with faculty introduction. (in each class) Theory and Lab period as per time tabl.</i>	HODs HODs All faculties	Small Orientation lecture are to be organized and course content with industry relevance to be illustrated for all classes- without disturbing lectures . Rules- regulations to be explained too.
5	13/01/12	Review of UG/PG Projects by Industry Panel	Dean III	
6	26/01/12	Holiday – Republic Day		
7	27/01/12	Student Council meeting & Feedback from Council members on general things	In charge student Activities	

8	31/01/12	Tentative Result declaration of SE/TE Display of Examination activity calendar Result declaration of University	Exam In charge Exam In charge Exam In charge	This is maximum date. Should be tried prior to this. Need to be coordinated with University							
9	05/02/12	Holiday – ID-E-Milad									
10	10/02/12 to 20/02/12	Industrial visit – one day	HODs	Local Industries only Take help from TPO /III Members							
11	14/02/12	Display of defaulter's list-I (09-01-2012 To 13-02-2012)	Class Advisors/HODs	Reports to be generated through Ezschoo							
12	15/02/12	Meeting of defaulters with teachers.	Class Advisors/HODs	Parents may informed to watch performance							
13	16/02/12, 17/02/12, 18/02/12	UNIT TEST -I	Departm ental Exam Incharge /All Faculties	SE		TE		BE		ME	
				11:30-1:00	4:00-5:30	9:30-11:0	2:00-3:30	11:30-1:00	4:00-5:30	9:30-11:00	2:00-3:30
	16/02/12			CM	PCE	INS	MEIT	ISMDR	GAP	HCI	DOS
	17/02/12			MPMC	IP	SE	BBT	SPM	ECO/ROBO	SA	E-COM
	18/02/12	NTDD	FAMT	PMRC	ITME			MWN			
14	19/02/12	Holiday – Chhatrapati Shivaji Maharaj Jayanti									
15	20/02/12	Holiday- Mahashivratri									
16	28/02/12	Submission of class test performance to class advisors	All SE/TE/BE/ME	Faculty							
17	28/02/12	Submission of Project Progress to Project Review Committee	HODs / Project Coordinators / Guides	Dean Academics to Coordinate							
18	01/03/12 to 04/03/12	Orientation to TE- VI /ME II students about Projects OF NEXT SEM (ME- III /VII Sem)	HODs / Project Coordinator	It is expected that HODs give detail idea about how projects are to be selected, executed and what is importance of projects in Engg and guides role. Even Project Management principles needs to be briefed							
19	08/03/12	Holiday - Holi (Second Day)									
20	12/03/12	Display of list of Int. guides (for TE/ ME Second Sem students) available with their area of expertise for project guidance for next Academic Year.	HODs	TE students are expected to form a group (max 4) & ME students (individually)go through possible area of proposed projects and identify internal guide from dept with relevant area looking at list							
21	12/03/12 to 20/03/12	TE/ME II Students about probable projects	Project Coordinators								

22	13/03/12	Parent Teacher interaction meet	HODs/APC/Class advisors									
23	13/03/12 to 17/03/12	Techno-cultural festival and Sports RESONANACE	In charge- Student Activities & Student Council									
24	15/03/12	Second Defaulter's list (09-01-2012 To 14-03-2012)	Class Advisors/HODs									
25	15/03/12 to 20/03/12	Project Review II (by Industry Panel)	HODs	Dean III shall assist								
26	16/03/12 to 17/03/12	Meeting of Parents of defaulter students to HOD	Class advisers/APC									
27	20/03/12 to 30/03/12	Online Test	Dean Academics/Net work Admin	An on line test for all students of all subjects together on syllabus covered in the class till 15/03/11. MCQ type with negative marking and can be given from anywhere beyond college timings. Schedule shall be displayed later.								
28	23/03/12	Holiday - Gudi Padwa										
29	01/04/12	Holiday - Ram Navmi										
30	02/04/12 to 04 /04 /12	Projects Review-II (by DEPT level Committee)	Internal guides Project									
31	02/04/12 to 09/04/12	Student Feedback	Sys Admin	On line								
32	05/04/12	Holiday - Mahavir Jayanti										
33	06/04/12	Holiday - Good Friday										
34	12/04/12	Third Defaulter list (09/01/12 to 11/04/12)	HOD									
35	13/04/12	Student Council Meeting	In charge Student Activities	Review of Feedbacks								
36	13/04/12	Submission of project area with consent of internal guide to project coordinator	Project Coordinator	Not more than 2 projects for one guide								
37	13/04/12	Last Instructional Day										
38	14/04/12	Holiday - Dr.Babasaheb Ambedkar Jayanti										
39	16/04/11	UNIT TEST - II	Departmental Exam Incharge /All Faculties	SE		TE		BE		ME		
				11:30-1:00	4:00-5:30	9:30-11:0	2:00-3:30	11:30-1:00	4:00-5:30	9:30-11:00	2:00-3:30	
	17/04/11			16/04/12	CM	PCE	INS	MEIT	ISM DR	GAP	HCI	DOS
	18/04/11			17/04/12	MPMC	IP	SE	BBT	SPM	ECO/ROBO	SA	E-COM
	18/04/12		NTDD	FAMT	PMRC	ITME			MWN			

40	20/04/12	Display of term work / performance	Lab In charges , Faculties associated with Labs	
41	20/04/12	Display of Viva Schedule	Exam In charge Dean Academics	As per University schedule
42	20/04/12	Display of detention list	HODs	
43	23/04/12	Final certification and Submission of term work	HOD	As per University schedule
44	25/04/12	Display of list for next AY of Guides and group of students.	Project Coordinator	Consider failed students also
45	25/04/12 TO 02/05/12	Remedial classes	Dean Academics with HoDs	For weaker students
46	25/04/12 to 02/05/12	Practical exam /Viva	Faculties	As per University schedule
47	29/04/12 Onwards	Vacation for Faculties	Exam in charge	As per University schedule
48	01/05/12	Holiday – Maharashtra Day		
49	06/05/12	Holiday – Buddha Pournima		
50	15/05/12	University Examination	Exam in charge	As per University schedule

Note:

- a. Faculty members are required to complete EZSchool Attendance/ Mark entry regularly.
- b. Mentors are required to meet the students and maintain performance and attendance record every fortnight

(Mrs. Varsha Bodade)
Academic Program Coordinator

(Mrs. Vaishali. Khairnar)
HOD

(Dr. L.K. Ragha)
I/C Principal