

MET's Bhujbal Knowledge City**Institute of Engineering****Department of Computer****Under Graduate Academic Calendar (2022-23)****Sem - I**

Sr.No.	Details of Activity	Date	Incharge/Responsibility
July 2022			
1	Lab Practical's Demonstration by faculties	11/07/2022 12/07/2022	All Faculty Members
2	Teaching Plan /Lab Plan Submission	12/07/2022	All Faculty Members
3	Admission Procedure For TE & BE	14/07/2022 15/07/2022	Class Coordinators
4	Time Table Preparation & Display of time table & Syllabus on Web site / Notice boards in department	15 /07/2022	Time table co-ordinator Prof.S.B.Borse
5	Lab Set up (Installation of require S/W & H/W w.r.t. syllabus)	14/07/2022 15/07/2022	Lab Incharges & Technical Assistance
6	Provisional Roll list Assignment by respective Class Co-ordinators For TE & BE	15/07/2022	Class Coordinators
7	Commencement of Teaching(classes for prerequisites of all subjects like Python,Java & OOPs) For TE & BE	18/07/2022	All Subject Incharges
8	Submission of Consent for Elective Subject For TE & BE	20/07/2022	Project Co-ordinator & Class Co-ordinator
9	Assignment based on topics covered in prerequisites session(Python,Java & OOPs)	21/07/2022 – 23/07/2022	All Faculty Members
10	Faculty meeting about prerequisites classes Review	25/07/2022	HoD & All Faculty Members
11	Conduction of Revision session (TE & BE) based on covered topics in prerequisites classes	26/07/2022 – 27/07/2022	All Subject Incharges
12	Declaration of Internship for students	28/07/2022	Internship Co-ordinator Prof.S.A.Kahate & Prof.Anand Garu
13	Academic Audit Meeting with ,Academic Assessment & Quality Improvement committee(AAQIC) members	29/07/2022	Principal ,HoD ,All faculty members of department & External committee members of AAQIC
August 2022			
14	Commencement of Academic session,conduction of classes for TE/BE classes	01/08/2022	All Subject Incharges
15	Submission of BE Project Topics	04/08/2022	Project Co-ordinator

16	Celebration of Independence Day	15/08/2022	Trust Office
17	Admission Procedure For SE	16/08/2022	Class Coordinators
18	Time Table Preparation & Display of time table & Syllabus on Web site / Notice boards in department for SE	16/08/2022	Time table co-ordinator Prof.S.B.Borse
19	Provisional Roll list Assignment by respective Class Co-ordinators For SE	16/08/2022	Class Coordinators
20	Commencement of Teaching(classes for prerequisites of all subjects) For SE	17/08/2022	All Subject Incharges
21	Student's Monthly Attendance of SE/TE/BE shared on official group /Display to Notice Board	30/08/2022	Class Coordinators
September 2022			
22	Students Association of Computer (SAC) Committee Formation	01/09/2022– 02/09/2022	Class Representative & SAC Co-ordinator
23	Teacher's Day Celebration	05/09/2022	SAC committee members
24	Unit Test I conduction for all classes on covered topics(TE & BE)	06/09/2022- 12/09/2022	All Subject Incharges
25	1 st BE Project Presentation/Demonstration (Stage I)	13/09/2022- 14/09/2022	Project Co-ordinator ,Project Guides Supervisors appointed
26	Engineer's Week Celebration (SAC Activities) (Online Mode)	15/09/2022	SAC committee members & Students from SE,TE & BE
27	Alumni Meet	17/09/2022	Alumni Co-ordinator, HoD & All Faculty Members
28	Expert Lectures against Gap identification /Content Beyond Syllabus for SE,TE & BE(Online Mode)	19/09/2022 20/09/2022	Respective Course Incharges & Class Coordinators
29	Mid Term Practical Submission & Assessment for all classes	20/09/2022- 22/09/2022	Respective Course Incharges & Class Coordinators
30	Unit Test I & II conduction for all classes on covered topics (SE,TE & BE respectively).	27/09/2022- 01/10/2022	All Subject Incharges
31	2 nd BE Project Presentation/Demonstration (Stage I) (Online Mode)	29/09/2022- 30/09/2022	Project Co-ordinator ,Project Guides Supervisor appointed
32	Student's Academic Mid Term Feedback	30/09/2022	Class coordinators & Prof.S.B.Borse
33	Internship/Training follow up meeting & remedy if any	30/09/2022	HoD, Internship Co- ordinator & Concerned Staff members
34	Letters to parents regarding student's attendance(I)	30/09/2022	Class Coordinator
October 2022			
35	Unit Test III conduction for all classes on covered topics respectively.(TE & BE)	06/10/2022 11/10/2022	All Subject Incharges


36	3 rd BE Project Presentation/Demonstration On Topic w.r.t. Project oral examination/Submission of Project Seminar Report (Stage I)	11/10/2022 12/10/2022	Project Co-ordinator, Project Guides Supervisor appointed
37	End Term Practical Submission & Assessment(TE & BE)	13/10/2022- 18/10/2022	Respective Course Incharges & Class Coordinators
38	IIT Spoken Tutorial Test on FOSS tool (SE, TE & BE)	19/10/2022- 20/10/2022	Prof. A.S.Chaudhari
39	Letters to parents regarding student's attendance(II), Test & Progress	29/10/2022	Class Coordinator
November 2022			
40	Conclusion of Teaching for TE & BE	05/11/2022	All Faculty Members
41	Mid Term Practical Submission & Assessment for SE	09/11/2022- 11/11/2022	Respective Course Incharges & Class Coordinators
42	Unit Test III conduction for SE/Improvement Test for Slow learners	14/11/2022- 18/11/2022	All Subject Incharges
43	Mahatma Jyotiba Phule Death Anniversary	28/11/2022	Trust Office
44	Work Load/Portfolio Distribution for Sem II	30/11/2022	HoD
December 2022			
45	End Term Practical Submission & Assessment for SE	05/12/2022- 08/12/2022	Respective Course Incharges & Class Coordinators
46	Conclusion of teaching for SE	10/12/2022	All Faculty Members
47	Work Load/Portfolio Distribution for Sem II	30/11/2022	HoD

Note: There may be some changes in the schedule depending on SPPU Exam dates & Practical Submission dates.

HoD


(Dr. M. U. Kharat)

Principal


(Dr. V. P. Wani)