

R. S. Mundle Dharampeth Arts & Commerce College, Nagpur
Academic Calendar /Annual Plan
2023-2024
Annual Plan to be followed by all the Departments

Sr. No.	Month	Proposed Activities
1.	June & July 2023	<ol style="list-style-type: none"> 1) Admission process/committee should have a list of students excelling in extra-curricular activities 2) Teaching Plan of individual subject 3) Research Methodology 4) 21-June-International Yoga Day 5) Last working day of Month-Departmental Review (Meeting with Principal & IQAC)
2.	Aug 2023	<ol style="list-style-type: none"> 1] University Examinations 2] Commencement of Bridge course {1st Week} 3] Founders' Day 4] Vinayakrao Phatak Memorial Blood Donation Day-8 August [Dept. of NSS] 5] Independence Day 6] Sanskrit Din [30 August] 7] Preparation of e-magazine 8] Awareness programme by NSS and Integrated Community Development Cell in Kachchipura slums 9] Library Orientation Session. 10] Last working day of Month-Departmental Review (Meeting with Principal & IQAC) 11] Raksha Bandhan [with children of orphanage] – Dept. of NSS & Home Eco. 12] Sports Day [Dhyanchand Divas] August 29– Department of Phy. Edu and Sports 13] Small Industries Day [Commerce Dept] 30 August 14] D Ranganathan Day [Library]
3.	Sept 2023	<ol style="list-style-type: none"> 1) Students induction week [IQAC, SQAC] 2) Teacher's Day- [Self Governance] 5 Sept [SQAC, Cultural Dept] 3) World Literacy Day 8 September [Collaborative activity by English, Marathi, Sanskrit Dept] 4) Last working day of Month-Departmental Review (Meeting with Principal & IQAC) 5) NSS Day Celebration -24 Sept. along with a Community Development Activity- to be organised by all members of NSS and Integrated Community Development Cell 6] Social Justice Day- Sept 25 programme to be conducted by Dept. of Sociology [In collaboration with other college]

		<p>7] Formation of Students study circle {SQAC}</p> <p>8] Preparation of E- Magazine</p> <p>9] Intercollegiate Debate Competition [Cultural Dept.]</p>
4.	October 2023	<p>1) Fresher's Day by Senior students [SQAC]</p> <p>2) Gandhi Jayanti, Lal Bahadur Shastri Jayanti programme [3 October, Cultural Department]</p> <p>3) National Seminar Commerce Department</p> <p>4) Collaborative Teaching-Learning Programme/ Faculty exchange programme History and Political Science Department</p> <p>5] Intercollegiate Elocution / Extempore Competition [Cultural Dept]</p> <p>6] <i>Sadbhavna</i> Day- 31 Oct- to be organised by Dr. Satish Chaple (History Department)</p> <p>7] Navaratri Celebration [Garba] - Cultural Dept. & SQAC</p> <p>8] First Unit Test between 3 to 10 October [To be taken in online mode]</p> <p>9] Alumni Programme (to be conducted under leadership of Dr. Vishakha Joshi)</p> <p>10] Prelims exam for odd semester 20-31 October [offline]</p> <p>11] Preparation of E-magazine</p> <p>12] Diwali Celebration</p> <p>13] Last working day of Month-Departmental Review (Meeting with Principal & IQAC)</p>
5.	November 2023	<p>1) Awareness Drive to commemorate World Cancer Awareness Day [7 Nov] NCC, NSS</p> <p>2) 26 November Constitution Day- Dr. Vivek Diwan [Political Science Dept]</p> <p>3) Preparation of e-magazine</p> <p>4) Diwali Vacations</p>
6.	December 2023	<p>1) AIDS DAY- December 1 Awareness programme [rally/ lecture/ awareness session] NCC and NSS</p> <p>2) Parent- teacher Meet [online] to discuss students' performance in exam [02 December]</p> <p>3) Programme to mark World Computer Literacy Day 02 December [SQAC and BCCA]</p> <p>4) Symposia/ Workshop/Seminars- English , BBA-BCCA Departments</p> <p>5) Babaji Deshpande Essay Competition-Dr. Shubhangi Paranjape, Dr. Prakash Sahare, Dr. Darshan Labhe</p> <p>6) 6 December- Mahaparinirvan Din- programme [Dr. Mohan Nagrale, Dr. Prakash Sahare]</p> <p>7) 10-December –Human Rights Day- Dr. Diwan</p> <p>8) 22 December-Geeta Jayanti- Geeta Pathan Saptah [Dept. of Sanskrit Mrs. Poorva Mangrulkar, Mrs Preeti Sayare]</p> <p>9) 25 December-Good Governance Day – [NSS]</p> <p>10) 29 December International Bio-diversity Day [Dept of EVS, Srushti Nature club]</p> <p>11) Preparation of e-magazine</p> <p>12) Last working day of month-Departmental Review (Meeting with Principal & IQAC)</p>

7.	Jan 2024	<ol style="list-style-type: none"> 1) Savitribai Phule Jayanti-3 January [Gender Empowerment programme] Woman Development Cell -Dr.Paranjpe Dnyaneshwari Pathan-Marathi Department (Dr. Jivantare & Dr. Paranjpe) 2) 12-Janury –International Youth Day– Cultural Dept, 3) National Conference – Dept of Music 4) 25-January-Voters’ Day- Dr. Vivek Diwan 5) 26 January-Republic Day, Endowment prizes, AVISHKAR exhibition. [Dr. Vishakha Joshi] 6) Commerce FAIR, /FETE [Commerce Dept.] 7) Inter collegiate Singing and Dancing competition [Cultural Dept.] 8) Community Development Activity 9) Last working day of Month-Departmental Review (Meeting with Principal & IQAC) 10) Preparation of e-magazine –Dr. Manju Dubey 11) 30 January Hutaatmaa Din and Leprosy eradication Day [NCC, NSS] 12) Late Vidyadhar Shukla Memorial activity [Department of English] 13) NSS camp
8.	Feb 2024	<ol style="list-style-type: none"> 1] Entrepreneurial Development Promotion ED cell 2] EVS Visit, [EVS Deptt.] Industrial visit [Vocational Dept] 3] Programme on Professional Ethics [Collaborative/ Inter departmental activity, Philosophy and BBA] 4] Programme based on Human Values and its inculcation [Combined activity by Psychology and Sanskrit Dept] 5] Psychological survey of students and staff [Psychology Department] 6] Workshop and Social survey by Dept. of Sociology 7] Workshop by Department of Home Economics. 8] FDP for Non-Teaching staff. – Dr. Sonali Tambuskar 9) Marathi bhasha Gaurav din
9.	March 2024	<ol style="list-style-type: none"> 1) Release of Pradnya Sanket 2) 8 March- International Women’s Day- Women Development Cell, Cultural Department 3) Parents –Teachers Meeting 4) Last working day of Month-Departmental Review (Meeting with Principal & IQAC) 5) Preparation of e-magazine 6) 22 March World Water Day- programme by EVS Dept and Srushti Nature Club. 7) 27 March- World Theatre Day [intercollegiate Drama/ Skit competition] Cultural , English Department, Marathi Department 8) Unit Test [in online mode only] Last week of March 9) Students Satisfaction survey by SQAC

10	April 2024	1) Preliminary Exam [offline mode] 2)Viva/Orals/Project Submissions/Practical Exams 3) FDP for teaching staff 4) 14 April-Dr. Ambedkar Jayanti programme 5) Release of Prerna College Magazine 6) Academic Audit and Submission of Annual Report by Committee heads and Submission of PBAS by permanent Faculty 7] Future Planning 8] Administrative Audit 9] Preparation of e-magazine 10] Academic year end Meeting.
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Note for all faculty

- 1) Research Paper presentation in Peer Reviewed National / International Journals / Conferences
- 2) Mentoring register – Name, Nature of academic, career related issues/ date
- 3) Details of Ph. D, / M.Phil, MBA etc supervision
- 4) Alumni Register – Name, faculty details, Current occupation, details of further education opting
- 5) Linkages with other local, National, International bodies/MoUs
- 6) Parents-Teacher Meeting Register
- 7) Details of Seminars, Workshops, Conferences Conducted by the Deptt

Result Analysis :

Class	Intake	Avg result (Subject wise)	Distinction (Details)	RTMNU result	Benchmarking (Comparison)	
					Self (Actual with targeted)	With other colleges

Details of the faculty :

Sr. no.	Name of the faculty	Qualification
1		
2		
3		
4		
5		
6		

Following Files should be prepared

- 1) Time table
- 2) Admission Register (As per standard format)
- 3) Alumni register
- 4) Parent teacher meeting details
- 5) Faculty details (Name, Qualifications, full time or contributory etc)
- 6) List of events with documents and photographs
- 7) Details of outstanding achievements made during the year by students
- 8) Details of awards / achievements by the faculty
- 9) Details of Ph. D / M.Phil /MBA supervision : Name of research student, topic details, date of registration etc.
- 10) Details of publications if any
- 11) Details of students securing more than 60% marks,
- 12) Placement Register.
- 13) MoUs