

**TERNA ENGINEERING COLLEGE, NERUL, NAVI MUMBAI**

**Date: 4-1-2023**

**COMPUTER ENGINEERING DEPARTMENT ACADEMIC CALENDAR - First Half of 2023**

**Activity Plan (UG IV/VI/VIII)**

| Sr. No.                           | Date                     | Activity                                                                                                                                                                              | Responsibility                                  | Remarks                                                                                                                       |
|-----------------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 1                                 | 05-01-2023               | Display of Timetable                                                                                                                                                                  | HOD/APCs<br>Time Table In-charge                | On Website Also<br>Class, Lab & master Time<br>table                                                                          |
| 2                                 | 06-01-2023               | Submission and display of approved teaching plans/Display of Assignments, Experiment List in ERP                                                                                      | All Faculties, Lab in<br>Charges, Jr Programmer | HODs would verify and<br>see their display on the<br>ERP/website/Noticeboard                                                  |
| Commencement of term – 09-01-2023 |                          |                                                                                                                                                                                       |                                                 |                                                                                                                               |
| Week-1                            | 09-01-2023               | 1. HOD's Address to students-Information about department facilities and policies<br>2. Orientation for SE/ TE/BE<br>3. Undertaking from Students to be taken<br>4. INSTRUCTIONAL DAY | HOD/ APC/Class<br>Advisors                      | <ul style="list-style-type: none"> <li>Undertaking for Attendance</li> <li>Common format will be provided by IQAC.</li> </ul> |
|                                   | 09-01-2023 to 13-01-2023 | SE/TE/ (Mini)project topic selection                                                                                                                                                  | Project coordinators                            | <ul style="list-style-type: none"> <li>Students group formation</li> </ul>                                                    |
|                                   | 09-01-2023 to 16-01-2023 | CSI activity WEBINAR<br>CSI Awareness programme                                                                                                                                       | CSI Coordinator                                 |                                                                                                                               |
| Week-2                            | 20-01-2023               | 1.Mentor Meeting-1<br>Mentor list is to be prepared and circulated. The report of Mentor meetings needs to be kept ready.<br>2.Subject incharge meeting for CO-PO-PSO mapping         | All Staff                                       | 2. Common format for mentor meeting to be provided by IQAC.                                                                   |
|                                   | 16-01-2023 to 20-01-2023 | On respective project Day – Seminar/workshop on Report writing and presentation preparation of Project                                                                                | EPIC Mentors, Institute<br>EPIC coordinator     |                                                                                                                               |

| Week   | 23-01-2023 to 27-01-2023                                                             | BE Project Review 1<br>SE/TE mini project review 1                                                                     | Project Coordinators /<br>Guides/ PACs                                                      | Evaluate UG Project<br>through the Internal Panel                                                                          |
|--------|--------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| Week-3 |                                                                                      |                                                                                                                        |                                                                                             |                                                                                                                            |
| Week-4 | 26-01-2023<br>01-02-2023                                                             | Republic Day<br>Defaulter's List-1 (Period 09-01-2023 to 31-01-2023)                                                   | HODs/PACs/Class<br>Advisors                                                                 |                                                                                                                            |
| Week-5 | 06-02-2023 to<br>10-02-2023                                                          | IQAC Internal Audit<br>Online Feedback - 1                                                                             | IQAC Dean, IQAC<br>coordinators<br>ERP<br>coordinator/HODs/PACs<br>/CAs                     |                                                                                                                            |
| Week-6 | 13-02-2023 to<br>17-02-2023                                                          | Mentor Meeting-2<br>Sports team formation - Department level<br>Submission of IAT - 1 Paper<br>Infrastructure Feedback | All staff<br>All depts.<br>All dept.<br>All depts.                                          | The report of meetings<br>needs to be kept ready<br>Sports/TPL Coordinator<br>and Team<br>All Staff/PACs/HODs<br>All Staff |
|        | 17-02-2023                                                                           | CSI Activity<br>Expert talk/workshop                                                                                   | CSI Coordinator                                                                             |                                                                                                                            |
|        | 18-02-2023<br>19-02-2023<br>22-02-2023 to<br>24-02-2023                              | Mahashivratri<br>Chhatrapati Shivaji Maharaj Jayanti<br>Internal Assessment Test - I (IAT I)                           | All Staff, PACs, HODs                                                                       |                                                                                                                            |
| Week-7 |                                                                                      |                                                                                                                        |                                                                                             |                                                                                                                            |
| Week-8 | 27-02-2023 to 03-03-2023                                                             | BE PROJECT REVIEW 2                                                                                                    | Institute EPIC<br>coordinator, EPIC<br>Department<br>Coordinators, All Staff,<br>PACs, HODs |                                                                                                                            |
|        | 01-03-2023                                                                           | Defaulter's List-2 (Period 09-01-2023 to 28-02-2023)                                                                   | HODs/PACs/Class<br>Advisors<br>All Staff                                                    |                                                                                                                            |
| Week-9 | 27-02-2023 to 10-03-2023<br>06-03-2023, 08-03-2023,<br>09-03-2023 and 10-03-<br>2023 | Remedial Classes<br>Initiation of Project Finalization Process for SEM VI<br>Parent Teacher Interaction meeting        | EPIC Mentor,<br>Department EPIC<br>Coordinators<br>All<br>Staff CAs PACs HODs               |                                                                                                                            |
|        |                                                                                      | SE-TE mini project review 2                                                                                            |                                                                                             |                                                                                                                            |

|     |                                               |                                                                                                 |  |                                                                                              |                                                   |
|-----|-----------------------------------------------|-------------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------------------------|---------------------------------------------------|
|     | 07-03-2023                                    | HOLI                                                                                            |  |                                                                                              |                                                   |
| -10 | 13-03-2023 to 17-03-2023                      | Instructional Days                                                                              |  |                                                                                              |                                                   |
| 11  | 17-03-2023 to 20-03-2023                      | <b>SPORTEC</b>                                                                                  |  |                                                                                              |                                                   |
|     | 20-03-2023 to 21-03-2023                      | <b>AVALON - Technical Festival</b>                                                              |  | CSI Coordinator                                                                              |                                                   |
|     |                                               | <b>CSI Technical Activity</b>                                                                   |  |                                                                                              |                                                   |
|     | 23-03-2023 to 25-03-2023                      | <b>RESONANCE - Cultural festival</b>                                                            |  |                                                                                              |                                                   |
|     | 22-03-2023                                    | <b>GUDI PADAWA</b>                                                                              |  |                                                                                              |                                                   |
|     | 27-03-2023 to 29-03-2023<br>and to 31-03-2023 | Final Project List for SEM VI                                                                   |  | EPIC Mentor, Institute<br>EPIC coordinator, EPIC<br>Department<br>Coordinators               |                                                   |
| -12 |                                               | BE PROJECT REVIEW 3                                                                             |  | Institute EPIC<br>coordinator, EPIC<br>Department<br>Coordinators , All Staff,<br>PACs, HODs |                                                   |
|     | 30-03-2023                                    | <b>RAMNAVAMI</b>                                                                                |  | All staff                                                                                    | The report of meetings<br>needs to be kept ready. |
|     | 03-04-2023 and 05-04-<br>2023 and 06-04-2023  | Mentor Meeting-3<br>All Mini Project Completion Report(SEM IV & VI)                             |  |                                                                                              |                                                   |
|     | 04-04-2023                                    | <b>MAHAVIR JAYANTI</b>                                                                          |  |                                                                                              |                                                   |
|     | 07-04-2023                                    | <b>GOOD FRIDAY</b>                                                                              |  |                                                                                              |                                                   |
|     | 03-04-2023 to 10-4-2023                       | CSI Activity (Expert talk /workshop)                                                            |  | ERP coordinator, HODs,<br>PACs, Class Advisors                                               |                                                   |
| -14 | 10-04-2023 to 13-04-2023                      | Online Feedback – 2                                                                             |  | All Department<br>Coordinators &<br>Reviewed by EPIC<br>Mentors                              |                                                   |
|     |                                               | All Project Completion Report (Sem VIII)                                                        |  | Class advisors, HODs,<br>Dean Academics                                                      |                                                   |
|     |                                               | Choice of Institute level and program specific Elective<br>subjects TE and BE for sem V and VII |  | All Staff/PACs/HODs                                                                          |                                                   |
|     |                                               | Submission of IAT- 2 Paper                                                                      |  | All HOD's, PACs, Class<br>Advisors                                                           |                                                   |
|     |                                               | Submission of Project Reports and certification                                                 |  |                                                                                              |                                                   |
|     |                                               | <b>FAREWELL</b>                                                                                 |  |                                                                                              |                                                   |
|     |                                               | Dr BABASAHEB AMBEDKAR JAYANTI                                                                   |  | All Staff, PACs, HODs                                                                        |                                                   |
|     | 14-04-2023                                    |                                                                                                 |  |                                                                                              |                                                   |



| 21-04-2023                                           | Final Defaulter's List (Period 09-01-2023 to 21-04-2023)                                             | HODs/PACs/Class Advisors                                                 |
|------------------------------------------------------|------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|
| 20-04-2023 to 21-04-2023                             | Final Certification and Submission of Term Work                                                      | HODs/PACs/Class Advisors/All staff                                       |
|                                                      | Display of viva schedule                                                                             | HODs/PACs/Class Advisors                                                 |
|                                                      | Course End Survey, Graduate Exit Survey                                                              | EPIC Coordinator, All Staff, PACs, HODs                                  |
|                                                      | Finalization of Institute level and program specific Elective subjects TE and BE for sem VI and VIII | HODs, HR                                                                 |
|                                                      | Manpower requirement for next semester                                                               |                                                                          |
| 21-04-2023                                           | Submission of load distribution of SH2023                                                            |                                                                          |
| End of the Term - 22-04-2023 (Regular SE, TE and BE) |                                                                                                      |                                                                          |
| 23-04-2023 to 29-04-2023                             | Conduction of Oral/Practical exam (SE)                                                               |                                                                          |
| 24-04-2023 to 04-05-2023                             | Conduction of Oral/Practical exam (TE/BE)                                                            |                                                                          |
| 01-05-2023                                           | Maharashtra Din                                                                                      |                                                                          |
| 05-05-2023                                           | Buddha Purnima                                                                                       | Dean, IQAC, HODs, All staff                                              |
| 10-05-2023 to 06-06-2023                             | Audit by Internal Quality Assurance Cell (IQAC)                                                      |                                                                          |
| 10-05-2023 to 23-05-2023                             | Theory Examination (SE- Sem IV)                                                                      |                                                                          |
| 22-05-2023 to 03-06-2023                             | Theory Examination (SE - Sem III)                                                                    |                                                                          |
| 08-05-2023 to 20-05-2023                             | Theory Examination (SE/TE/BE- Sem IV/VI/VIII)                                                        |                                                                          |
| 24-05-2023 to 06-06-2023                             | Theory Examination (SE/TE/BE- Sem III/V/VII)                                                         |                                                                          |
| 01-06-2023 to 30-06-2023                             | Academic Advisory committee Meeting                                                                  | HOD's                                                                    |
| 01-06-2023 to 30-06-2023                             | Academic Advisory committee Meeting                                                                  | PO/PSO attainment of 2021-22 is to be presented and discussed in meeting |
| 12-06-2023 to 30-06-2023                             | Summer Training Program – All students                                                               | Training Coordinator, TPO, III Coordinator, HODs                         |
| 28-06-2023                                           | BAKRI ID                                                                                             |                                                                          |
|                                                      | EQUINOX - 8 <sup>th</sup> International Conference on Engineering Confluence 2023                    | Equinox convener and coordinators                                        |
|                                                      |                                                                                                      | Separate program schedule needs to be prepared                           |

Principal

Dr.L.K.Ragha

HOD

Dr.Seema Biday

Academic Program Coordinator

1.Prof.D.K.Chitre

2.Prof. K.S. Sakure

3.Prof.P.B.Hole