



## Department of Instrumentation & Control

### Academic Calendar for Term I (2020-21)

Date : 22/6/2020

Sr.No	Event / Activity Details	Name of the staff/event co-ordinator	Proposed Date
1.	Display of academic calendar	Mrs.G.S.Khadtare	15/06/2020
2.	Display of SE, TE, BE Time Table	MR.S.S.Jagtap	15/06/20
3.	Display of Roll list SE, TE, BE on notice board and classroom	GFM	15/06/20
4.	Display of SE, TE, BE Batch list	GFM	16/06/20
5.	Department meeting	HOD	19/06/20
6.	World Yoga Day Celebration	Mr.BadriMohapatra	21/06/20
7.	Notice of Peer group formation of S.E, T.E & B.E	Mr.H.P.Chaudhari	24/06/20
8.	Display Notice for submission of topic & Abstract for TE Seminar	Mr.H.P.Chaudhari	25/06/20
9.	ShriChhatrapatiShahuMaharajJayanti Celebration	Mrs.Sheetal Mule	26/6/20
10.	Departmental Staff Meeting	HOD	26/6/20
11.	Log book monitoring of each Lab	Lab Incharges & HOD	30/06/20
12.	Verification of teaching plan	HOD	02/07/20
13.	Departmental Staff Meeting	HOD	03/07/20
14.	Commencement of Ist Term of Academic Year 2019-20	HOD	06/07/2020
15.	Distribution of Library Hour utilization sheet to SE,TE,BE	Mrs.S.V.Kulkarni	06/07/20
16.	News letter	Mrs.Sheetal Mule	08/07/20
17.	IQAC Meeting-I(All)	HOD/NBA Co-ordinator	2nd week of July
18.	Display Notice for "INSAT Formation of students Council and submitting the names of president and vice president of council"	Mr.S.S.Jagtap	10/07/2020
19.	Departmental Staff Meeting	HOD	10/7/20
20.	S.E,T.E,B.E- CR appointment	GFM	12/07/20
21.	Display Notice for BE project group finalization	Mrs.A.A.Shinde	15/07/20
22.	Meeting of Peer Group Mentoring session-I	Mr.H.P.Chaudhari	15/07/20
23.	Meeting of Peer Group for group formation & mentors	Mr.H.P.Chaudhari	15/07/20
24.	Display Notice of finalization of president and Vice president of INSAT	Mr.S.S.Jagtap	15.07.20
25.	Allotment of guides for T.E Seminar	Mr.H.P.Chaudhari	16/7/20
26.	Library Session	Mrs.S.V.Kulkarni	17/07/2020
27.	Departmental Staff Meeting	HOD	17/07/20
28.	Display of Technical News	Mr.Badri Mohapatra	21/07/20
29.	Seminar on "How to make good presentation ppt"	Dr.D.R.Shende	22/07/20
30.	Data collection & calculation for Attendance Monitoring-I	GFM	22/07/20
31.	Academic Attendance Monitoring -I	GFM	22/07/20
32.	Display of Academic attendance Monitoring-I	GFM	22/7/20



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33.	1 <sup>st</sup> Defaulter students meeting	GFM	22/7/20
34.	Departmental Staff Meeting	HOD	24/07/20
35.	Kargilvijay Divas celebration	Mrs.Sheetal Mule	26/07/20
36.	Display Notice of seminar on Power Supply design for S.E students	Mrs.V.V.Kale	27/07/20
37.	Display of Technical News	Mr.Badri Mohapatra	28/07/20
38.	1st INSAT council meeting	Mr.S.S.Jagtap	30/07/20
39.	Log book monitoring of each Lab	Lab Incharges& HOD	30/07/20
40.	Departmental Staff Meeting	HOD	31/07/20
41.	Display of Technical News	Mr.Badri Mohapatra	4/08/20
42.	Display notice of submission of Question for objective test of S.E	Mrs.S.V.Kulkarni	04/08/20
43.	Display notice for BE project submission of final title with synopsis and sponcership letters	Mrs.A.A.Shinde	04/08/20
44.	Physical Test for Staff (Dept. of Sports)	Mr.Badri Mohapatra	04/08/20
45.	Data collection & calculation for Attendance Monitoring-II	GFM	05/08/20
46.	Academic Attendance Monitoring -II	GFM	05/0820
47.	Display of Academic attendance Monitoring-II	GFM	05/08/20
48.	2 <sup>nd</sup> Defaulter students meeting	GFM	05/08/20
49.	B.E. Project Seminar	Principal	06/08/20
50.	News letter	Mrs.Sheetal Mule	07/08/20
51.	Student Council Committee Meeting	Mr.S.S.Jagtap	07/08/20
52.	Departmental Staff Meeting	HOD	07/08/20
53.	Induction Program ( Newly joined Faculty Members)	Mrs.Vanjale M.S	1st week of August
54.	College Development Committee &Governing Body Meeting-I	Dr.D.R.Shende/ Mr.H.P.Chaudhari	1st week of August
55.	Display of Technical News	Mr.Badri Mohapatra	11/08/20
56.	Internal complaint committee meeting	SVK	12/08/20
57.	Departmental Staff Meeting	HOD	14/08/20
58.	2 <sup>nd</sup> INSAT council Meeting	Mr.S.S.Jagtap	14.08.20
59.	Independence Day of India	Mr.Badri Mohapatra	15/8/20
60.	Mid-Sem Student's Feedback	GFM	16/08/20
61.	Seminar on Power supply design for S.E students	Mrs.V.V.Kale	18/8/20
62.	Display of Technical News	Mr.Badri Mohapatra	18/08/20
63.	Display notice for BE project presentation -1	Mrs.A.A.Shinde	19/08/20
64.	Data collection & calculation for Attendance Monitoring-III	GFM	19.08.20
65.	Academic Attendance Monitoring -III	GFM	19.08.20
66.	Display of Academic attendance Monitoring-III	GFM	19.08.20
67.	3 <sup>rd</sup> Defaulter students meeting	GFM	19.08.20
68.	Departmental Staff Meeting	HOD	21/8/20
69.	AkshayUrjaDiwas Celebration	Mrs.Sheetal Mule	21/8/20
70.	Physical Education Exam.(Project Submission)	Mr.B.N.Mohapatra	21-22/08/20



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71.	Display of Technical News	Mr.Badri Mohapatra	25/08/20
72.	Guest Lecture under ISA	Mrs.V.V.Kale	25/8/20
73.	Meeting of Peer Group Mentoring session-II	Mr.H.P.Chaudhari	26/08/20
74.	Display notice of TE Final Seminar Presentation	Mr.H.P.Chaudhari	28/08/20
75.	Departmental Staff Meeting	HOD	28/08/20
76.	Sports Day-Inter Department Sports	Mr.Badri Mohapatra	29/8/20
77.	Log book monitoring of each Lab	Lab Incharges& HOD	28/08/20
78.	Student Council Elections	Mr.Badri Mohapatra	Last Week of Aug. 20
79.	Display of Technical News	Mr.Badri Mohapatra	1/09/20
80.	Departmental Staff Meeting	HOD	04/09/20
81.	Teacher's Day	Mrs.Sheetal Mulay	5/9/20
82.	Student's Associations Technical Competitions	Mr.Badri Mohapatra	05-06/09/20
83.	News letter	Mrs.Sheetal Mulay	7/09/20
84.	Display of Technical News	Mr.Badri Mohapatra	8/09/20
85.	T.E/B.E In-Sem Exams	Mrs.S.V.Kulkarni	2nd week of september
86.	Induction Program (Direct Second Year)	HOD	2nd week of Sept.19
87.	Departmental Staff Meeting	HOD	11/09/20
88.	Hindi Bhasha Din Celebration	Mrs.Sheetal Mule	14/9/20
89.	Engineers Day& Blood Donation camp(Dept.of Sports&Engineering Science)	Mr.BadriMohapatra	15/09/20
90.	INSAT activity	Mr.S.S.Jagtap	18/09/20
91.	Display notice for BE project presentation -2	Mrs.A.A.Shinde	18/09/20
92.	Departmental Staff Meeting	HOD	18/09/20
93.	University PR/OR time table & Budget preparation	Mrs.S.V.Kulkarni	18.9.20
94.	Medical Test for Direct Second Year Students	Mr.Badri Mohapatra	20/09/20
95.	Display of Technical News	Mr.Badri Mohapatra	22/09/20
96.	Meeting of Peer Group Mentoring session-III	Mr.H.P.Chaudhari	24/09/20
97.	Departmental Staff Meeting	HOD	25/09/20
98.	Display of Technical News	Mr.Badri Mohapatra	29/09/20
99.	Workshop on Fire Security under FSAI	Mrs.Sheetal Mulay	30/09/20
100.	Final T.E. Seminar presentation	Mr.H.P.Chaudhari	28/09-02/10/20
101.	End Sem Students feedback	GFM	30/09/20
102.	Log book monitoring of each Lab	Lab Incharges& HOD	30/09/20
103.	Mahatma Gandhi Jayanti Celebration/Swachh Bharat Abhiyan	Mrs.Sheetal Mule	2/10/20
104.	Counseling Form Submission	Mrs.S.V.Kulkarni	4/10/20
105.	Power Supply Submission	Mrs.V.V.Kale	05/10/20
106.	Mock oral session	Mrs.V.V.Kale	05-09/10/20
107.	Display of Technical News	Mr.Badri Mohapatra	6/10/20



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108.	News letter	Mrs.Sheetal Mule	7/10/20
109.	Announcement for Articles for Magazine from Students & staff	Mrs.Sheetal Mule	10/10/20
110.	Purchase Meeting	Mr.H.P.Chaudhari	12/10/20
111.	Display of Technical News	Mr.Badri Mohapatra	13/10/20
112.	Display notice for BE project final presentation and demo for term I	Mrs.A.A.Shinde	13/10/20
113.	IQAC Meeting -II(Internal)	Dr.D.R.Shende/ Mr.H.P.Chaudhari	2nd week of Oct.20
114.	Remedial Classes	Mrs.Sheetal Mule	Last week of Oct.20
115.	Data collection & calculation for Attendance Monitoring-IV	GFM	04/18.11.20
116.	Academic Attendance Monitoring -IV	GFM	04/18.11.20
117.	Display of Academic attendance Monitoring-IV	GFM	04/18.11.20
118.	4 <sup>th</sup> Defaulter students meeting	GFM	04/18.11.20
119.	College Development committee and Governing Body Meeting-II	Dr.D.R.Shende/Mr.H.P. Chaudhari	1st week of Nov.20
120.	Data collection & calculation for Attendance Monitoring V	GFM	2/12/20
121.	Academic Attendance Monitoring -V	GFM	2/12/20
122.	Display of Academic attendance Monitoring-V	GFM	2/12/20
123.	5 <sup>th</sup> Defaulter students meeting	GFM	2/12/20
124.	Data collection & calculation for Attendance Monitoring VI	GFM	16/12/20
125.	Academic Attendance Monitoring -VI	GFM	16/12/20
126.	Display of Academic attendance Monitoring-VI	GFM	16/12/20
127.	6 <sup>th</sup> Defaulter students meeting	GFM	16/12/20
128.	Practical/oral and project examination	Mrs.S.V.Kulkarni	Nov.&Dec.20
129.	Theory Examination	Mrs.S.V.Kulkarni	Nov.&Dec.20
130.	Online exam for Phase-I & II for S.E students	Mrs.S.V.Kulkarni	Nov.&Dec.20

Prepared by  
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H.O.D.  
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