



Sri Venkateshwara Government Arts and Science College

Affiliated to Palamuru University, Accredited with NAAC “B” Grade

Recognised by UGC under sections 2 (f) and 12 (b) of UGC act 1956

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ACADEMIC CALENDAR 2021-2022

The Academic Calendar 2021-22 of Sri Venkateshwara Government Arts & Science College, Palem is prepared in accordance with the Academic Calendar 2021-22 circulated by the Commissioner of Collegiate Education, Telangana State, Hyderabad.

June-2021

Month & Date	Activity	Description
2 nd	TELANGANA STATE Formation Day	Celebrations on 2 nd June 2021
5 th	World Environment Day & Telangana Harithaharam	Tree plantation program is organized under Harithaharam 2021.
21 st	International Yoga Day	Celebration of Yoga Day on 21 st June 2021
1 ST Week	Result Analysis	College Level and Department Wise Result analysis and submission to O/o CCE.
	Preparation of Semester Curricular Plan	Preparation of Lecturer – wise semester Curricular Plan incorporating curricular, co-curricular and extra-curricular activities. Preparation of NSS and other Annual Action Plan
	College Level Review Meeting by Principal	Review of Department wise Annual Curricular Plans – share and discuss innovative teaching learning techniques etc.
	Commencements of classes for II & III Year students	Semester curricular plans shall be followed strictly & reflected in Teaching Diary and Teaching Notes
	Basic needs for Students	Cleaning the campus. Toilets RO plant for drinking water. Sanitation facilities.
	College Wall Magazine	To display college news, circulars and information
	IQAC	IQAC Committee holds meeting to strengthen the quality of education for students.
	Alumni/CPDC Meeting	To involve all stake holders in the academic activity
2 nd Week	DRC Meeting by ID College Principal	Review Meeting with the principals of all colleges by ID College Principal as per the schedule.
	Review meeting by JD	Review Meeting with the ID College principal of all colleges under its jurisdiction
	Sports & Games	Maintenance of tracks and sports equipment, laying of new tracks & courts and purchase of sports material
3 rd Week	Staff meeting	1) Constitution of College level Committees
4 th Week	Swachh Bharath – Swachh Telangana	Cleaning of College Premises by Students and staff Competitions Conducted on Swachh Bharat (Poster Painting & Slogan Writing)

July-2021

Date	Activity	Description
2 nd	CBCS	Commencement of 1 st Semester of 1 st Year class work
5 th	TSKC	Setting a Goal and Plan of Action
15 th		Awareness Program for I year students on TSKC Curriculum, MOOCs, Certificate Courses
12 th	Telangana Ku Haritha haram	Plantation program organized in college premises by NSS Units-I & II.
14 th	Class Representative Meeting	A year wise class meeting is held to elect class representatives.
22 nd	TSKC DAY	Career Awareness program conducted by career guidance cell
I Week	Review Meetings at different levels and Student Progression	Review of academic, administrative and financial aspects and Recording student progression
	IQAC	IQAC – Preparation of Institutional Plan
	NSS Activities	Enrollment of volunteers.
	CBCS	Orientation of I year students on CBCS and College activities, facilities, Certificate Courses etc.
II Week	Class Representatives Meeting	Selection of class representatives, collection of feedback from students and compliance report
	Commencement of Student centric activities	Classroom seminars, Study Projects, Field trips and competitions etc., in different departments
	Harivillu	Meeting of all clubs and preparation of action plan for 2020 – 2021 and enrolment of students into different clubs
	Student Centric Activities	Preparing students to take up academic activities such as Students Seminars', Quiz, Study Projects, Cultural & Literary activities
III Week	Medical Camp – Medical Health Centre of the college	Medical camp in collaboration with NSS units
I Saturday	Staff Council meeting	Meeting of the Principal with Head of departments to review previous month's activities
III Saturday	Staff Meeting	Meeting of the Principal with staff
IV Saturday	Swachh Bharath	Cleaning of College Premises by Students and staff
I to IV Week	Observation of important Days and CCE's Instructions	Action plan to be prepared and implemented

August-2021

Date	Activity	Description
12th	National Librarians' Day	To commemorate S. R. Ranganathan Jayanti
15 th	Independence Day celebrations	Conduct related activities – Rangoli, Songs, Poster painting, essay writing and elocution competitions
20 th	Physical Education	Awareness Programme on Self Defence
26 th	Women Equality Day	WEC celebrates Women Equality Day by arranging guest lectures
29 th	Telugu Bhasha Dinotsavam	Conduct of various activities like debates, group discussions, essay writing etc.
	IQAC	IQAC Meeting with all the departments
	Review Meetings at different levels	Review of Academic, Administrative and financial aspect
	Internal Assessment – I	Conduct of examinations and recording of marks as per the proforma
	Harivillu	Meeting of all clubs – Review and progress
2 nd Week	Fresher's Day	Fresher's Day is to fixed and celebrated in a grand manner
	NSS Activities	Orientation Class is taken for volunteers
	Review Meeting at different Levels	Review of Academic, Administrative and financial aspects
	Parent Teacher Meeting	To discuss matters pertaining to college activities and solve the problems of the students
III Week	Field/Industry visit	Organizing field/ industrial visits to students
	Class Representatives Meeting	To get feedback on academic activities
	Student centric activities	Classroom seminars, Study Projects, Field trips and competitions etc., in each department
	N-LIST Awareness	N-LIST Awareness programme for staff and students
I Saturday	Staff Council meeting	Meeting of the Principal with Head of departments to review previous month's activities
III Saturday	Staff Meeting	Meeting of the Principal with staff
IV Saturday	Swachch Bharat	Cleaning of College Premises by Students and staff
	ICC	Training and awareness programs conducted to Girls student with convener and members

September-2021

Date	Activity	Description
5 th	Teachers' Day	Celebrations of Teachers' day and Self Governance day by all Departments.
8 th	International Literacy day	Essay writing, Elocution, Debate and Quiz competitions
16 th	World Ozone Day	Awareness programme to students
22 nd	Hindi Diwas	Literary competitions and prize Distribution
24 th	NSS Day	Delivering of Lecture by Resource persons on Themes and objectives of NSS
1 ST Week	DRC	DRC convener will arrange the extension lectures in collaboration with DRC ID college.
	Extension activities	Seminar, workshops, symposium, faculty forum
	IQAC	Meeting with all the departments
	Teacher's evaluation	Students feedback forms should be supplied and collected from students to review syllabus coverage and performance of teacher.
	Library Orientation Programme	For I Year students to make them aware of library resources and services
2 nd Week	Review Meeting at different Levels	Review of Academic, Administrative and financial aspects
	CPDC meeting	Meeting with all CPDC members
	Teacher Evaluation Process	By IQAC coordinator and Principal
	Parents Meeting	Discussion on progression of the students in all aspects
	Annual Sports, Cultural & Literary Meet	Conduction of competitions
3 rd Week	CBCS	College level review on CBCS
	Student centric activities	Classroom seminars, Study Projects, Field trips and competitions etc.,
	Extracurricular activities	To conduct activities regarding women empowerment and NSS.
I Saturday	Staff Council meeting	Meeting of the Principal with Head of departments to review previous month's activities
III Saturday	Staff Meeting	Meeting of the Principal with staff

October-2021

Date	Activity	Description
2 nd	Gandhi Jayanthi & Lal Bahadur Shastri Jayanthi	Celebrations
3 rd	World Habitat Day	Awareness programme to students
1 st -9 th	Bathukamma Sambharalu	Bathukamma Sambharalu celebrated
10 th	TSKC	Timelines & Other details of various PG Entrances and competitive Examinations
17 th	Sir Syed Day	Guest Lecture
31	National Integration Day	Conduct related activities conducted by NSS Units I-II
1 st Week	Review Meeting at different Levels	Review of Academic, Administrative and financial aspects.
	IQAC Evaluation	Collection of feedback from teachers & students and redressal of grievances
	Project Display Day (Student centric activities)	Classroom seminars, Study Projects, Field trips and competitions etc.,
	TSKC Day	Career and Communication Skills Development Programs Conducted Class wise
III Week	Jignasa	Project presentation at college level – selection of best projects.
	Staff Council meeting	Meeting of the Principal with Head of departments to review previous month's activities
I Saturday	Staff Meeting	Meeting of the Principal with staff
III Saturday	Swachh Bharath – Swachh Telangana	Cleaning of College Premises by Students and staff
IV Saturday	Receiving of Renewal/fresh scholarships	Hard copies received from I, II & III year students
	Observation of important Days and CCE's Instructions implementation.	Action plan to be prepared and implemented

November-2021

Date	Activity	Description
9 th	Urdu Day	Conduct related activities
11 th	National Education Day	Conduct related activities
14 th	Pandit Jawahar Lal Nehru Birthday and World Diabetes day	Conduct related activities
14-20	National Library Week	Celebrated to promote information culture by organizing competitions and field visit
26 th	Constitution day pledge	Constitution day pledge
1 st Week	Student centric activities	Classroom seminars, Study Projects, Field trips and competitions etc.,
	IQAC	IQAC Meeting with all the departments
	Internal Assessment Test-I 2. Assignments Fresh scholarships	a. To conduct internal assessment test I for I year students. b. Maintain marks register and attendance. c. Assignments to II & III year students. To inform students to apply in online process.
	3. TSKC	d. Commencement of TSKC Classes.
	Career Guidance Cell	Conducting coaching classes for students to prepare for Entrance and Competitive examinations etc.
	Review Meeting at different Levels	Review of Academic, Administrative and financial aspects.
	DRC	IV Meeting
	Youth festival at college level	a. To conduct cultural and literary competitions. b. To conduct games and sports.
I Saturday	Staff Council meeting	Meeting of the Principal with Head of departments to review previous month's activities
III Saturday	Staff Meeting	Meeting of the Principal with staff
I to IV Week	Observation of important Days and CCE's Instructions implementation.	Action plan to be prepared and implemented

December-2021

Date	Activity	Description
10 th	Human Rights Day	Conduct related activities
24 th	National Consumer Day	Conducted of Competitions & Awareness Programs by Consumer Club
29 th	Biodiversity Day	Awareness programme to students
1 st Week	Communal Harmony/ Colleges Social Responsibility Week	Conduct related activities
	IQAC	IQAC Meeting with all the departments
	TSKC	Commencement of TSKC Classes.
	Activities of Departments	Conducted Extension Lecture, Student Seminars, Group discussion.
	Review Meeting at different Levels	Review of Academic, Administrative and financial aspects.
2 nd Week	Staff Council meeting	Meeting of the Principal with Head of departments to review previous month's activities
I Saturday	Staff Meeting	Meeting of the Principal with staff
III Week	1. Scholarships & Verification 2. NSS special camps.	a. To collect hard copies of fresh scholarship holders. a. To conduct NSS special camps.
I to IV Week	Observation of important Days and CCE's Instructions implementation.	Action plan to be prepared and implemented

January 2022

Date	Activity	Description
12 th	National Youth Day	Conducted Health camp.
13 th	District level Review meeting by CCE (IQAC)	One day District level review meeting conducted by Commisionarate of Collegiate Education.
21 st	Career Guidance	Personality and career development
25 th	National Voters Day	Organized awareness programs to sensitize students on exercising the franchise.
26 th	Republic day	Celebration of Republic Day
1 st Week	IQAC	IQAC Meeting with all departments
I&II Week	Review Meeting at different Levels	Review of Academic, Administrative and financial aspects.
	a. Jignasa study projects b. CPDC meeting	a. To undertake Student study projects b. To conduct CPDC meeting
III Week	Special classes to slow learners	Prepare average students by taking special classes.
Last Week	DCEDRC	IV Meeting
	2 nd internal Examinations	B.Sc., B.Com., &B.A. I, II & Final year,
	College/sports day	Conduct of activities and celebration of the day
	Home Examinations	IHC, EVS & Science and civilization, Human values, Computer skills
I Saturday	Staff Council meeting	Meeting of the Principal with Head of departments to review previous month's activities
III Saturday	Staff Meeting	Meeting of the Principal with staff
	TSKC	1. Organizing Campus Drive 2. Career and Communication Skills Development Programs Conducted Class wise
	Career Guidance Cell	Conducting coaching classes for students to prepare for Entrance and Competitive examinations etc.

February 2022

Date	Activity	Description
21 st	Antarjaatiya Matru Bhasha Dinotsavam (Mother Tongue Day)	Celebrating the Day
28th	National Science Day	Science Book Exhibition
1 st Week	CPDC Meeting	Meeting of College CPDC to review and discuss various matters
	NSS –Winter Special Camp (2 units)	Organize health camps, survey, Swachch Bharath, Rainwater Harvesting pits, Compost pits, Awareness programs, Employability skills. Extension lecture on Personality Development
	IQAC	IQAC Meeting with all departments
2 nd Week	Review Meeting at different Levels	Review of Academic, Administrative and financial aspects.
	Practical examinations	Commencement of University Practical Examinations
	1. Practical Exams 2. Remedial classes/ Special classes 3. Study material	1. To conduct University practical exams. 2. To conduct Special classes for needy students in examination point of view. 3. To supply study material to students.
3 rd Week	Parents Meeting	Teachers meet the parents
	TSKC Activities	Conducting Grand Test for Regular TSKC Classes.
	Special classes	To conduct Special classes
I Saturday	Staff Council meeting	Meeting of the Principal with Head of departments to review previous month's activities
III Saturday	Staff Meeting	Meeting of the Principal with staff
	Telangana Haritaharam	Plantation program Organized By all Departments.
February	DCEDRC	4 th Meeting of DCEDRC

March 2022


Date	Activity	Description
8 th	International Women's Day	Conduct of related activities
21 st	Forest Day	Awareness programme to students
22 nd	Water Day	Awareness programme to students
1 st Week	Budget Utilisation	Submission of all bills to DTO
	Pre-final Examination	Conducting pre final Examination from March 2 nd to 13 th March 2018
	IQAC	IQAC Meeting with all departments
2 nd Week	Review Meeting at different Levels	Review of Academic, Administrative and financial aspects.
	College Annual Day	Celebrating college Annual Day and prize distribution
Last Week	Stock Verification	Stock verification as per registers
I Saturday	Staff Council meeting	Meeting of the Principal with Head of departments to review previous month's activities
III Saturday	Staff Meeting	Meeting of the Principal with staff
I to IV Week	Internal Assessment – II	Conduct of examinations and recording of marks as per the proforma

April 2022

Date	Activity	Description
5 th	Babu Jagjivan Ram's Birthday	Celebrating the day
21 st	Earth Day	Awareness programme to students
23 rd	World Book Day	Promotion of reading culture by English Dept and Library
14 th	Dr. B. R. Ambedkar's Birthday	Celebrating the day
1 st Week	Preparation of Annual Academic Performance Report	Prepare of college Annual Academic Performance Report (AAPR) and submit soft copy to O/o CCE
	IQAC	Preparation of AQAR report and preparing for Academic Audit
	Preparation of college Annual Academic Plan for 2022 – 2023	Preparation of draft college Annual Academic Plan for 2022– 2023
	Preparation of DRC Annual Activity plan for 2022– 2023	Preparation of DRC Annual activity plan for 2022– 2023
5 th of April	Staff Council meeting	Meeting with Heads of departments to review previous month's activities and plan for current month's activities
II Week	TSKC	Conducting coaching classes for students to prepare for EdCET/PGCET/Competitive examinations etc.
	Telangana ku Harithaharam	Maintenance of Plants
	CBCS	I, III & IV Semester Examinations

May 2022

Date	Activity	Description
1 st Week	University Practical Exams	Conducting exams
	Admissions process starts	Forming of admission committee group-wise


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