

# Government Degree College, Khairatabad, Hyderabad

## Action Plan for Academic year 2022- 23

Chairman & Executive for overall activities – Dr.Rajendra Kumar , Principal.

S.No	Month	Activities Planned	Concerned Department
1.	June- 2022	<b>Important Dates</b>	
	<b>02/06/22</b>	Telangana Formation Day	Institution
	<b>05/06/22</b>	World Environmental Day	Eco Club
	<b>14/06/22</b>	World Blood Donors Day	NSS
	<b>21/06/22</b>	International Yoga Day	NCC / NSS
	<b>I Week</b>	<b>IQAC Meeting- Preparation of Institutional Plan</b>	IQAC- Board
		Admission Process	Admission Committee
		Preparation of Committees	Vice-Principal-I & II
		Preparation of Curricular Plan	HOD- All Department
	<b>II Week</b>	Review Meeting ( Online )	Principal
		Preparation of Sports equipment and field	Sports Committee
	<b>III Week</b>	Anti – Ragging Awareness Program me	Anti – Ragging Committee
		Awareness on Health, hygiene and nutrition	Bhagya Committee
		Awareness on covid ( Online )	Department of Applied Nutrition
		Acquiring skills of usage of ICT tools for online classes	Department of Biotechnology
		Plantation program in view of TKHH	Department of Botany

<b>2.</b>	<b>July -2022</b>	<b>Important Dates</b>	
	<b>12/07/22</b>	Haritha Haram	Harithaharam Committee/ Dept. of Botany
		<b>Weekly Programme</b>	
	<b>I Week</b>	Staff Meeting – 1 <sup>st</sup> July ( Online )	Vice-Principal- II Dr. M. Vani
		Staff Council Meeting (Only Heads) ( Online )	Vice-Principal- I Dr. V. Vijayalakshmi
		IQAC – Meeting of Executive Body- Preparation of Institutional Plan	IQAC- Board
	<b>II Week</b>	Harivillu -Committee Review Meetings	All Committees/Clubs
		Health and Nutrition- Awareness on Anemia( Online )	Bhagya Committee
		Preparation of online classes ( You Tube )	
	<b>III Saturday</b>	Academic Audit of Records	Vice-Principal-I & II Academic Coordinator
	<b>3<sup>rd</sup> Saturday</b>	SwachBharath	NCC/NSS
	<b>4<sup>th</sup> Saturday</b>	Harithaharam	Harithaharam Committee
		Counseling to students	Department of Applied Nutrition
		Counseling to the students	Department of Biotechnology
		Quiz to the II and III year students	Department of Chemistry
		Quiz	Department of Computer Science & Applications
		Indian Flag adoption day on 22 <sup>nd</sup> July	Department of History
		Quiz	Department of Political Science

3.	August	Important Dates	
	<b>06/08/22</b>	Organ Donation Day	Health Club
	<b>12/08/22</b>	International Youth Day	Physical Education
	<b>15/08/22</b>	Independence Day Celebration	Institution
	<b>26/08/22</b>	Women's Equality Day	Women's Empowerment Cell
	<b>29/08/22</b>	Telugu Bhasha Dinotsavam	Dept. Of Telugu
	<b>29/08/22</b>	National Sports Day/ICC- Combat Techniques for girls	Physical Education
		<b>Weekly Programme</b>	
	<b>I Week</b>	Staff Meeting – 1 <sup>st</sup> August( Online )	Vice-Principal- II Dr. M. Vani
		Staff Council Meeting (Only Heads) 5 <sup>th</sup> August ( Online )	Vice-Principal- I Dr.V. Vijayalakshmi
		IQAC – Meeting of Executive Body( Online )	IQAC- Board
	<b>II Week</b>	Health and nutrition	Health Club
		Harivillu -Committee Review Meetings	All Committees/Clubs
	<b>3<sup>rd</sup> Saturday</b>	SwachBharath	NSS
	<b>4<sup>th</sup> Saturday</b>	Harithaharam	Harithaharam Committee
		Ecofest	Zoology
		Student Seminar Quiz to II year students	Department of Chemistry
		Quit India Day - 9 <sup>th</sup> August Professor Jayashankar birthday -6 <sup>th</sup> August	Department of History
		Quiz	Department of Physics
		Webinar	Department of Public Administration
		Sanskrit Day Celebration Spoken Sanskrit classes	Department of Sanskrit
		Student Communication Skills Telugu Basha Dinotsavam	Telugu Department

<b>4.</b>	<b>September</b>	<b>Important Dates</b>	
	<b>05/09/22</b>	Teachers Day Celebration Guru pujothsavam	Institution
	<b>08/09/22</b>	International Literacy Day	Vangmayi ( Literacy Club )
	<b>14/09/22</b>	Hindi Diwas Celebrations	Dept. of Hindi
	<b>24/09/22</b>	NSS Day	NSS
	<b>27/09/22</b>	World Tourism Day	Dept.of Commerce
	<b>29/09/22</b>	Surgical Strike Day	NCC / NSS
		Health and Nutrition	Health Club/ Bhagya Committee
	<b>I Week</b>	<b>Weekly Programme</b>	
		Staff Meeting	Vice-Principal- II Dr. M. Vani
		Staff Council Meeting (Only Heads)	Vice-Principal- I Dr.V. Vijayalakshmi
		IQAC – Meeting of Executive Body	IQAC- Board
	<b>1st Saturday</b>	Parent Teacher Meeting	Mentors
	<b>II Week</b>	Review Meetings	Principal
		Harivillu	All Committees & Clubs
		<b>Feed Back</b>	<b>IQAC</b>
	<b>III Week</b>		
	<b>3<sup>rd</sup> Saturday</b>	SwachBharath	NSS /NCC
	<b>IV Week</b>	Remedial	All Departments
		College Social Responsibility	Related Activities by NSS
	<b>4<sup>th</sup> Saturday</b>	Harithaharam	Harithaharam Committee
		Student Seminars	Department of Botany
		Group discussion by students of III year	Department of Chemistry
	27 <sup>th</sup> September	World tourism day Article writing	Department of Commerce
			Department of History
		Group Discussion	Department of Mathematics
			Department of Physics
			Department of Political Science
	17 <sup>th</sup> September	Hyderabad Integration Day - Article Writing	Department of Sanskrit
		Quiz	Department of Zoology

<b>5.</b>	<b>October</b>	<b>Important Dates</b>	
	<b>02/10/22</b>	Gandhi Jayanthi LalBahdurShastriJayanthi	Institution
	<b>31/10/22</b>	National Integration Day/ National Unity Day( Cultural Fest )	NSS / Department of Humanities
		<b>Weekly Programme</b>	
	<b>I Week</b>	Staff Council Meeting (Only Heads)I 5 <sup>th</sup> October	Vice-Principal- II Dr. M. Vani
		Review Meeings	Vice-Principal- I Dr.V. Vijayalakshmi
		<b>IQAC Evaluation</b>	<b>IQAC Coordinator</b>
	<b>II Week</b>	Health and Nutrition World Sight Day- Health Club	Bhagya Committee
	<b>III Week</b>	Harivillu/ Fest	Literary/Cultural Committee
	<b>3<sup>rd</sup> Saturday</b>	SwachBharath	NSS/ NCC
	<b>4<sup>th</sup> Saturday</b>	<b>Departmental Activities</b>	
	<b>Every Saturday</b>	Student Seminars/Extension Lecture /Quiz	
	2 <sup>nd</sup> October	National Unity day	Department of History
		World Teachers Day – October 5 <sup>th</sup> Quiz and article writing	Department of History Department of Sanskrit
		Virtual tour on famous mathematicians and their contributions to all the students.	Department of Mathematics
		Group discussion Student seminar	Department of Microbiology
		Virtual tour	Department of Physics
		Online program for students	Department of Political Science
		Virtual tour	Department of Public Administration
		Bathukamma Festival Celebrations	Department of Sanskrit
		Quiz	Department of Telugu
		Group Discussion	Department of Zoology

<b>6.</b>	<b>November</b>	<b>Important Dates</b>	
	<b>11/11/22</b>	National Education Day	Department of English
	<b>14/11/22</b>	Pandit Jawaharlal Nehru Birthday World Diabetes Day	Institution Bhagya Committee
	<b>14/11/22– 20/11/22</b>	National library week	Department of Library
	<b>25/11/22</b>	International Day of Elimination of Violence against women	Women’s Empowerment Cell
	<b>26/11/22</b>	Constitution Day	Department of Political Science
	<b>27/11/22</b>	NCC Day	NCC
		<b>Weekly Programme</b>	
	<b>I Week</b>	Staff Council Meeting (Only Heads) 5 <sup>th</sup> November	Vice-Principal- II Dr. M. Vani
		Review meetings	Vice-Principal- I Dr.V. Vijayalakshmi
		<b>IQAC</b>	<b>IQAC Coordinator</b>
	<b>II Week</b>	Health and Nutrition Awareness of Diabetes	Bhagya Committee
	<b>3<sup>rd</sup> Saturday</b>	SwachBharath	NCC/ NSS
	<b>4<sup>th</sup> Saturday</b>	Harithaharam	Harithaharam Committee
	<b>Every Saturday</b>	<b>Departmental Activities</b>	
		Student Seminars/Extension Lecture /Quiz	Department of Applied Nutrition
		Student seminars	Department of Biotechnology
		Quiz Group Discussions Student Seminars	Department of Botany
		Group Discussion Students study project	Department of Commerce
	<b>20<sup>th</sup> November</b>	National Integration Day –National Heritage week Rashtriya Poster exhibitions	Department of History
		Student study projects	Department of Mathematics
		Remedial classes	Department of Physics
		Celebrations National constitutional day	Department of Political

		on 26 <sup>th</sup> November	Science
		Group Discussions Remedial classes	Department of Public Administration
		Parent Teacher meeting	Department of Sanskrit
		Quiz Discussions	Telugu Department
		Literary competitions National Education Day	Department of English

7.	<b>December</b>	<b>Important Dates</b>	
	<b>01/12/22</b>	AIDS Day	Red Ribbon Club
	<b>10/12/22</b>	Humans Rights Day	Political Science
	<b>22/12/22</b>	National Mathematics Day	Department of Mathematics
	<b>24/12/22</b>	National Consumer Day	Department of Commerce
		<b>Weekly Programme</b>	
	<b>I Week</b>	Staff Meeting – 1 <sup>st</sup> December	Vice-Principal- II Dr. M. Vani
		Staff Council Meeting (only Heads)- 5 <sup>th</sup> December	Vice-Principal- I Dr.V. Vijayalakshmi
		Review Meetings	Principal
		<b>IQAC Executive body</b>	<b>IQAC</b>
	<b>3<sup>rd</sup> Saturday</b>	SwachBharath	NCC/ NSS
	<b>4<sup>th</sup> Saturday</b>	Harithaharam	Harithaharam Committee
	<b>Every Saturday</b>	<b>Departmental Activities</b>	
		Webinar-Guest Lecture	Department of Botany
	Student Study Projects	Department of Chemistry	
	National Consumer Day	Department of Commerce	
	Student Seminar	Department of Hindi	
	Flag Day of India – 7 <sup>th</sup> December Human Rights Day – 10 <sup>th</sup> December Minorities rights protection day -18 <sup>th</sup> December	Department of History	
	Planning for celebrations of Srinivasa Ramanujan’s birthday	Department of Mathematics	
	Student Seminars Guest Lecture Samskruta Sibhirum	Department of Sanskrit	



<b>8.</b>	<b>January</b>	<b>Important Dates</b>	
	<b>12/01/23</b>	National Youth Day (Vivekananda Birthday )	Physical Education
	<b>25/01/23</b>	National Voters Day	NSS
	<b>26/01/23</b>	Republic Day	Institution
		<b>Weekly Programme</b>	
	<b>I Week</b>	Staff Meeting – 1 <sup>st</sup> January	Vice-Principal- II Dr. M. Vani
		Staff Council Meeting (only Heads) 5 <sup>th</sup> Jan	Vice-Principal- I Dr.V. Vijayalakshmi
		<b>IQAC Meeting</b>	<b>IQAC</b>
		Review meeting	Principal
	<b>II Week</b>		
	<b>III Week</b>	Health and Nutrition Menstrual Hygiene for Girls	Bhagya Committee
	<b>3<sup>rd</sup> Saturday</b>	SwachBharath	NCC/ NSS
	<b>4<sup>th</sup> Saturday</b>	Harithaharam	Harithaharam Committee
	<b>Every Saturday</b>	<b>Departmental Activities</b>	
		Career Guidance	Department of Botany
		Seminar	Department of Chemistry
		Seminar	Department of Commerce
		Essay Writing	Department of Hindi
		Pravas bhartiya diwas -9 <sup>th</sup> January National patriotic day – Subhash Chandra Bose birthday-3 <sup>rd</sup> January Asiatic society formation day-15 <sup>th</sup> January Martyr’s Day Gandhi-30 <sup>th</sup> January	Department of History
		Seminar	Department of Mathematics
		Seminar	Department of Microbiology
		Quiz	Department of Physics
		Seminar	Department of Public Administration
		Seminar	Telugu Department

<b>9.</b>	<b>February</b>	<b>Important Dates</b>	
	<b>21/02/23</b>	Antharjathiya Mathru Bhashadinothsavam	Department of Telugu/Sanskrit
	<b>28/02/23</b>	National Science Day	All Science Departments
		<b>Weekly Programme</b>	
	<b>I Week</b>	Staff Meeting – 1 <sup>st</sup> February	Vice-Principal- II Dr. M. Vani
		Staff Council Meeting (only Heads) 5 <sup>th</sup> Feb	Vice-Principal- I Dr. V. Vijayalakshmi
		CPDC Review meeting	CPDC Committee
		<b>IQAC Meeting</b>	<b>IQAC</b>
	<b>II Week</b>	Review meetings	Principal
		Performance Improvement	Revision and Remedial Classes
	<b>III Week</b>	Health and Nutrition Awareness on Cancer	Bhagya Committee
	<b>3<sup>rd</sup> Saturday</b>	Parent Teacher meeting	Principal/ Mentors
		SwachBharath	NCC/ NSS
	<b>4<sup>th</sup> Saturday</b>	Harithaharam	Harithaharam Committee
	<b>Every Saturday</b>	<b>Departmental Activities</b>	
		Seminar	Department of Applied Nutrition
		Seminar	Department of Biotechnology
		National Science Day Celebrations	Department of Botany
		National Science Day celebrations- Remembering C.V.Raman	Department of Chemistry
		Student quiz in commerce	Department of Commerce
		Quiz competitions	Department of Computer Science & Applications
		Literary Competition	Department of Hindi
		National Women's day-Sarojini Naidu birthday-13 <sup>th</sup> February	Department of History
		Quiz competitions Online National Science Day celebrations	Department of Mathematics

		National science day celebrations	Department of Microbiology
		Debate competitions Quiz competitions	Department of Physics
		Project work Quiz competitions	Department of Political Science
		Debate	Department of Public Administration
		Debate Competition	Telugu Department
		JAM Session	Department of English

<b>10.</b>	<b>March</b>	<b>Important Dates</b>	
	<b>8/03/23</b>	International Women's day	Women's Empowerment Cell
		Workshop on NAAC Preparation	<b>IQAC</b>
		<b>Weekly Programme</b>	
	<b>I Week</b>	Staff Meeting 1 <sup>st</sup> March	Vice-Principal- II Dr. M. Vani
		Staff Council Meeting (Only Heads) 5 <sup>th</sup> March	Vice-Principal- I Dr. V. Vijayalakshmi
		Budget	Principal
		<b>IQAC Meeting</b>	<b>IQAC</b>
	<b>II Week</b>	Review meetings	Principal
		Health and Nutrition Oral Health Day	Bhagya Committee
	<b>III Week</b>	Stock Verification	Labs and Library
	<b>4<sup>th</sup> Saturday</b>	Harithaharam	Harithaharam Committee
	<b>Every Saturday</b>	<b>Departmental Activities</b>	
		Seminar	Department of Applied Nutrition
			Department of Biotechnology
		Student Seminars Eco club activity	Department of Botany
		World Water day celebrations	Department of Chemistry
		Group discussions by students	Department of Commerce
		Extension Lecture	Department of Computer Science & Applications
		Student seminar	Department of Hindi
		National security day-4 <sup>th</sup> March Indian archaeological day-4 <sup>th</sup> March Martyr's day-23 <sup>rd</sup> March-Bhagat Singh	Department of History
		Student Seminar	Department of Microbiology
		Group discussion	Department of Political Science
			Department of Public Administration

		Student Virtual Tour	Telugu Department
		Student Seminar Extension Lecture	Department of Zoology
		Debating Skills Public speaking skills	Department of English
		Women's Day	WEC
<b>11.</b>	<b>April</b>	<b>Important Dates</b>	
	<b>05/04/22</b>	Birthday of Babu Jagajivan Ram	Institution
	<b>14/04/22</b>	Dr. B. R. Ambedkar Birthday	Institution
		<b>Weekly Programme</b>	
	<b>I Week</b>	Staff Council Meeting ( Only Heads )5 <sup>th</sup> April	Vice-Principal- I Dr. V. Vijayalakshmi
		Preparation of Annual Academic Performance report	Academic Coordinator
		<b>Preparation of IQAC Report- Submission to NAAC</b>	<b>IQAC</b>
		Preparation of Annual Academic plan for 2021-22	<b>IQAC</b>
		Preparation of DRC Annual Activity plan for 2021-22	Bhagya Committee
		Health and Nutrition World Health Day	
	<b>4<sup>th</sup> Saturday</b>	Harithaharam	Harithaharam Committee
	<b>Every Saturday</b>	<b>Departmental Activities</b>	
		Feedback collection	Department of Applied Nutrition Department of Biotechnology
		Awareness on PG Entrance Examinations	Department of Botany
		Extension Lecture on GST	Department of Commerce
		Seminar	Department of Hindi
		Samata diwas-5 <sup>th</sup> April-Babu Jagjivan Ram birthday Ambedkar birthday-14 <sup>th</sup> April Jallianwala Bagh-19 <sup>th</sup> April	Department of History

		World Heritage day-18 <sup>th</sup> April	
		Ambedkar birthday-14 <sup>th</sup> April Seminar	Department of Sanskrit
		Interview Skills-Mock Interview Sessions	Department of English
<b>12.</b>	<b>May</b>	<b>Weekly Programme</b>	
	<b>I Week</b>	Student Help Desk	Career guidance/ Exam Branch
		Publicity Campaign	Institution
		Preparation of action plan for 2022-2023	All Departments

**Note:** The Concerned Activity In-charges should take prior permission from the Principal and fix the dates along with college routine circular.

PRINCIPAL