



Dr.BRR Government Degree College, Jadcherla

Institutional Plan

2017-18

S.No.	Month	Subject	Activity to be done	Executive Strategy
1	June-2017	Admissions	College Reopens on 01-06-2017 for the Academic Year 2017-18 Constitution of college level Admissions Promotion Committee Preparation/Printing of Application formats for Admissions	1.Establishment of Help desk 2..Show case of infrastructure 3.Advertising through media 4. Admissions campaigning. 5.Designing brochures, pamphlets, Flexes, videos
		Bridge Creation	Sensitization of Junior college students for Admissions through Phone Calls	1. Utilizing the Social media. Department wise Admission Promotion Committee visited Junior colleges
		Academics Planning	Preparation of Class work material	Preparation of Department Action plans
2	Jul-2017	Academic Planning & University Examinations	First year Admissions	Fresh registrations at Helpdesk
			Commencement of classes 03-07-2017	Preparation of Time Table as per Scheduled Workload and Annual Curricular Plans
		Academic Record maintenance Cadre Strength review/ Departmental Workload particulars	Updating of Teaching diaries.	
3	Aug-2017	Admissions	Progression of Admissions	Fresh registrations at Helpdesk on daily basis and Campaign by Admission Promotion Committee as per scheduled Roadmap
		Infrastructure	ICT Teaching	Procurement of Digital Interactive Panels, for better control & communication. Preparation of PPTs.


		Academic	Student Centric Programmes	Class room instruction. Implementation of student centric methods
		Academic Planning	Departmental Action plans, Time Tables, Result Analysis	Preparing College Timetable: Scheduling Program wise time table/ Faculty wise Time Table And share among student groups. Conduct of Orientation Programs
			Classes for I, III & V Semesters	Class room instruction. Implementation of student centric methods
			Extra Curricular Activities	Independence Day celebrations
			Classes -Scheduling of Class work-Preparation of Academic Calendar as prescribed by PU,MBNR T.S.	Curriculum Plan and other Departmental Academic activities, Bridge Course.
4	Sep-2017	HOLISTIC DEVELOPMENT	Academic, Cultural, Environmental, Sports and others for holistic development of the stakeholders	Academic, social and career prospects Organizing intellectual, academic, creative, literary, communication, presentation competitions at inter and intra departmental level. Making athletics, indoor and outdoor sports, and a regular feature for students. Conduct of 1 st Internal Exams 14-09-2017 to 16-09-2017
		Academic Planning	Classes for I, III & V Semesters	Class room instruction. Implementation of student centric methods
		Infrastructure	Skill development programme	TSKC & Career Guidance Cell
			Short Term Vacation	20-09-2017 to 02-10-2017
5	Oct-2017	Planning Collaborations /Infrastructure	Reopening after vacation 03-10-2017 Arrangements and invitation to resource persons, Improving Academic facilities.	Consultation of relevant resource persons
		Academic	Classes for I, III & V Semesters	Class room instruction. Implementation of student centric methods

6	Nov-2017	Governance & Integration	Invited Lectures/ Institutional Policies/ Joining all the academic and administrative works.	Conduct of 2 nd Internal Exams 07-11-2017 to 09-11-2017
			Innovations	Integrating training modules, Lecture & knowledge expertise of resource persons for the benefit of stakeholders. Integrating the student evaluation and assessment centrally for quick disposal of results.
		Academic	Student Centric Programmes	Class room instruction. Implementation of student centric methods
		Planning	Class work Instructions-Organization of Semester Examinations,	Completion of Syllabus. Preparing the students for Practical Examinations & Semester End Examinations Last day of Instruction: 09-11-2017
		Examinations	Semester Examinations	Conduct of Practical Examinations 10-11-2017 to 18-11-2017 Commencement of Theory Examinations 19-11-2017 to 30-11-2017 As per schedule of P.U. MBNR, T.S.
7	Dec-2017	Planning	Commencement of Classes for II Semester 02-12-2017 Annual Academic Records/ Attendance Registers/ NAAC Registers & Files	Providing opportunities and facilities for developing teaching and research skills of faculty members
		Academic	Preparation of Timetable for even semester	Preparation of Timetable for Classes and implementation
			Classes for II, IV	Class room instruction. Implementation of student centric methods
			Assessment and Evaluation Remedial Measures	College level / Group and Subject wise University result analysis

		Result Analysis		
				Submission of Result Analysis to the Principal
8	Jan - 2018		Short Term Vacation	13-01-2018 to 15-01-2018
			College Level Sports Competitions	Implementation by PD with the help of staff
			Republic Day	Republic Day Celebrations-Cultural & literary Competitions, Sports & Games.
9	Feb-2018	Academic	Classes for II,IV&VI Semesters	Class room instruction. Implementation of student centric methods
		Examinations	I Internal Exams	2 nd ,4 th & 6 th Semesters Internal Assessments Conduct of 1 st Internal Exams 19-02-2018 to 21-02-2018
		Employability Guidance /Student Support Services	Equal Opportunity	TSKC and Career Guidance Cell
		Departmental Activities	Student Centric Methods	Commencement of Students centric activities like seminars, Group Discussions, Assignments, Project Work etc.
10	Mar-2018	Academic	Classes for II, IV & VI Semesters	Class room instruction. Implementation of student centric methods
			Student Centric Methods	
11	April-2018	Planning Student Support & Progression	Student empowerment skill Training programmes for meritorious students / Certificate courses	Extending scholarships to the students Improving learning abilities and chances for higher education opportunities
			Alumni	Conduct of Alumni meetings
		Academic	Internal Exams/ External exams	

		Review Meeting on Coverage of Syllabus and Remedial Classes/ Stock verification	Completion of Syllabus. Preparing the students for Practical Examinations & Semester End Examinations
	Examinations	II Internal Exams	2 nd , 4 th & 6 th Semesters Internal Assessments Conduct of 2 nd Internal Exams 07-04-2018 to 09-04-2018 Last day of Instruction 17-04-2018
		Semester Examinations	Conduct of Practical Examinations 18-04-2018 to 25-04-2018 Commencement of Theory Examinations 30-04-2018 As per schedule of P.U. MBNR, T.S.

□ Any activities suggested by the higher authorities will be incorporated accordingly in the Institutional plan.


 Principal,
 Dr BRR. Govt. Degree College
 Jadcherla-509301