



Dr.BRR Government Degree College Jadcherla

Institutional Plan

2019-20

S.No.	Month	Subject	Activity to be done	Executive Strategy
1	June-2019	Admissions	College Reopens on 10-06-2019 for the Academic Year 2019-20 For Sem III & V 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	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-2019	Admissions	First year Admissions	Fresh registrations at Helpdesk
		Academic Planning & University Examinations	Commencement of classes 01-07-2019 for Sem I , III & V Cutoff date for Readmission into Sem III & V - 31-07-2019	Preparation of Time Table as per Scheduled Workload and Annual Curricular Plans
			Academic Record maintenance Cadre Strength review/ Guest Faculty Services, Departmental Workload particulars	Updating of Teaching diaries to CAIMS.
3	Aug-2019	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, Public Addressing Systems for better control & communication.

		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	Engagement of Guest faculty as per the guidelines of CCE Class room instruction. Implementation of student centric methods
			Extra Curricular Activities	Independence Day celebrations, Annual Sport Day Prize distribution
			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, Preparation of PPTs.
4	Sep-2019	HOLISTIC DEVELOPMENT	Academic, Cultural, Environmental, Sports and others for holistic development of the stakeholders	Mentoring students for 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, a regular feature for students Conduct of 1 st Internal Assessment test 05-09-2019 to 07-09-2019 for Sem I,III & V
		Academic Planning	Classes for I, III & V Semesters	Class room instruction. Implementation of student centric methods
		Academic	Student Centric Programmes	Class room instruction. Implementation of student centric methods

		Infrastructure	Skill development programme	TSKC & Career Guidance Cell
			Short Term Vacation	28-09-2019 to 09-10-2019
5	Oct-2019		Short Term Vacation	28-09-2019 to 09-10-2019
		Planning Collaborations /Infrastructure	Reopening after vacation 10-10-2019 Maintenance of records, preparation and timely submission of AQARs to NAAC, Arrangements and invitation to resource persons, Improving Academic facilities.	Establishment of MoUs
		Academic	Classes for I, III & V Semesters	Class room instruction. Implementation of student centric methods
			Student Centric Programmes	Class room instruction. Implementation of student centric methods
		Examinations	Internal Assessment	Conduct of II Internal Assessment test 29-10-2019 to 31-10-2019 for Sem I, III & V
6	Nov-2019	Planning	Class work Instructions-Organization of Semester Examinations,	Completion of Syllabus. Preparing the students for Practical Examinations Last day of Instruction: 05-11-2019 for Sem I, III & V
		Examinations	Semester Examinations	Conduct of Practical Examinations for Sem I, III & V 06-11-2019 to 11-11-2019 Commencement of Theory Examinations 13-11-2019 As per Schedule of P.U. MBNR T.S

7	Dec-2019	Planning	Commencement of Classes for II & IV Semester 13-12-2019 and 17-12-2019 for Sem VI Annual Academic Records/ Attendance Registers/ NAAC Registers & Files Commemorative Days	Providing opportunities and facilities for developing teaching and research skills of faculty members AIDS Day, National Mathematics Day, National Consumers Day
		Academic	Preparation of Timetable	Preparation of Timetable for Classes and implementation
			Classes for II, IV	Class room instruction. Implementation of student centric methods
8	Jan – 2020	Academic Planning	Cutoff date for Readmission into Sem II, IV & VI 17-01-2020	Creating quality orientation in all areas of performance. • Updating teaching-learning processes with global standards. • Introducing innovative academic programs with global requirements and acceptability. Updating existing course curriculum with global perspective in terms of conceptual and application dimensions.
		Result Analysis	Assessment and Evaluation Remedial Measures	College level / Group and Subject wise University result analysis Submission of Result Analysis to the Principal
			Short Term Vacation	12-01-2020 to 16-01-2020 for Sem II, IV & VI
		Globalization Awareness Programs	To establish benchmarks with global perspective in all areas of academic and administrative performance.	Encouraging conventions, seminar, conferences, workshops, training programs, Short term courses, exhibitions, competitive events etc.
			Reopening after vacation	17-01-2020 for Sem II, IV & VI

		Academic	Student Centric Programmes	Class room instruction. Implementation of student centric methods
			Republic Day	Republic Day Celebrations-Cultural & literary Competitions, Sports & Games.
9	Feb-2020	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 17-02-2020 to 18-02-2020 for Sem II, IV & VI
		Departmental Activities	Commencement of Students centric activities like seminars, Group Discussions, Assignments, Project Work etc.	Conduct of Students centric activities
		Academic	Student Centric Programmes	Class room instruction. Implementation of student centric methods
		Co- Curricular and Extra Curricular activities	Commemorative Days	Conduct of National Science Day
10	Mar-2020	Academic	Classes for II, IV & VI Semesters	Class room instruction. Implementation of student centric methods
		Academic	Student Centric Programmes	Class room instruction. Implementation of student centric methods
11	April-2020	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

		Student Support & Progression	Alumni	Conduct of Alumni meetings
		Academic	Student Centric Programmes	Class room instruction. Implementation of student centric methods
		Academic	Review Meeting on Coverage of Syllabus and Remedial Classes/ Stock verification External exams	Completion of Syllabus. Preparing the students for Practical Examinations & Semester End Examinations 12-04-2020 to 24-04-2020
			Commencement of Examinations Semester Examinations	Commencement of Theory Examinations From 25-04-2020 for Sem II , IV & VI 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,
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