



GOVERNMENT DEGREE COLLEGE NARSAMPET
WARANGAL DISTRICT (RURAL) 506132 TELANGANA STATE
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ACADEMIC CALENDAR (2018 -19)

The Academic Calendar 2018-19 of Government Degree College Narsampet is prepared in accordance with the Academic Calendar 2018-19 circulated by the Commissioner of Collegiate Education, Telangana State, Hyderabad.

JUNE 2018

| Month & Date | Activity | Description |
|-------------------------|---|--|
| 2 nd | Telangana State Formation Day | Celebration by hoisting National Flag in all Government Degree Colleges of Telangana State |
| 5 th | World Environment Day | Conduct of Activities to create awareness among students on environment. |
| 14 th | World Blood Donor Day | Red Ribbon Club shall conduct activities to promote awareness among students and parents |
| 21 st | International YOGA Day | Celebration of Yoga day |
| I Week | DOST Online Admissions | Commencement of online Admissions. |
| | Preparation of Institutional Plan for the Academic Year 2018-19 | Preparation of Institutional Plan by incorporating all the Activities given in Academic calendar 2018-19 circulated by the CCE, TS, Hyderabad. |
| | Preparation of Annual Curricular Plan (Lecturer wise) | Preparation of Lecturer wise Annual Curricular plan incorporating Curricular, Co-Curricular and Extra-Curricular Activities as per formats Provided. Preparation of NCC/NSS/Other Annual Action Plan |
| | College Level Review Meeting by Principal | One day workshop to faculty on Implementation of CBCS- Review of Department wise Annual Curricular Plans- share & discuss innovative teaching learning techniques etc. |
| II Week | District Level Review Meeting by ID College Principal | Review of all colleges in the district by ID College Principal_ Finalization of Annual DRC activities plan. |
| | Review Meeting by RJDCE | Review of all colleges under jurisdiction through ID Principals |

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| | Commencement of Classes for II- & III-year Students | Annual Curricular Plans shall be followed strictly & reflected in Teaching Diary and Teaching Notes |
| III week | Result analysis | College Level& Department wise Result analysis and submission to O/o CCE. Planning for Remedial teaching. |
| | IQAC | IQAC Meeting with all the departments |
| | Swach Bharath (Clean & Green) | Cleaning of campus by involving the students and staff. |
| | State Teacher Awards | Inviting proposals from colleges/ Universities |
| IV Week | Quality Enhancement Initiatives- NAAC | Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/Other important Program. |
| | Anti-Ragging Campaign | Organizing Anti Ragging Campaign in the college Premises. |
| | DRC | First Meeting of DRC |
| DEPARTMENTAL ACTIVITIES | | |
| 16 th | State Level Review Meeting | Video Conference/ Meeting CCE with RJDCE & Principal |
| III Week | MANA TV | Topic Selection Workshop to prepare the Annual MANA TV Schedule for 2018-19 by CCE TS |

JULY 2018

| Month & Date | Activity | Description |
|-----------------|---|---|
| 1 st | Commencement of Class Work | Commencement of Class Work-I, III& V Semesters |
| I Week | 1.Review Meeting at Different Levels | Review of Academic, Administrative and Financial Aspects recording student Progression |
| | 2.Student Progression | |
| | IQAC | Meeting of IQAC Executive Body |
| | Students Representatives Meeting | Nomination of Select Students on Committees like Academic, Sports, Cultural, Literary etc. |
| II Week | Commencement of Student Centric Activities | Class Room Seminars, Study Projects, Field Trips and Competitions |
| | Harivillu | Meeting of all clubs and preparation of Action Plan for 2018 - 19 |
| III Week | Medical Camp | Medical Camp in Collaboration with District Health Officials |
| | Extension Activities & College Social Responsibility Cell | Enrolment of Students into NCC/NSS Organizing Related Activities |
| I Saturday | Staff Council Meeting | Principal Meeting with Heads of Departments to review previous month's Activities and plan for Current Month's Activities |
| III Saturday | Staff Meeting | Staff Meeting with Principal |
| IV Saturday | Swachha Bharath | Cleaning of College Premises including roof tops, terraces, overhead & tanks by students and staff |
| July | Telangana Ku Haritaharam | Organizing Plantation program in Consultation with District Authorities |
| | TSKC Day | Awareness Programme on Career Prospects by TSKC Coordinator/Mentor |

| DEPARTMENTAL ACTIVITIES | | |
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| 1 st | MANA TV | Commencement of Telecast of MANA TV Live Lessons |
| I Week | Incentives & Awards | Honouring State Topper Students- University Wise |
| II Week | State Level Review Meeting | Video Conference/Meeting- CCE with RJDCE & Principals |
| 3 rd & 4 th Week | TSAT Nipuna Live Telecast | Follow the Schedule of CCE |
| July | Quality Enhancement Initiatives-NAAC | Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/other important Programs |
| | State Teacher Awards | Inviting proposals from colleges/Universities |
| IV Week | Quality Enhancement Initiatives-NAAC | Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/other important program |
| | Anti-Ragging Campaign | Organizing Anti Ragging Campaign in the College Premises |
| | DCEDRC | First Meeting of DCEDRC |
| DEPARTMENTAL ACTIVITIES | | |
| 16 th | State Level Review Meeting | Video Conference/Meeting-CCE with RJDCE & Principal |
| III Week | MANA TV | Topic Selection Workshop to prepare the Annual MANA TV Schedule for 2018-19 by CCE TS |

AUGUST 2018

| Month & Date | Activity | Description |
|-------------------------|--|--|
| 15 th | Independence Day Celebrations Academic Festival 2018-19 | Conduct of Related Activities at College Level. Presentation of Awards to toppers in Academics (Subject Wise & Group Wise) |
| 26 th | Women's Equal Day | Conduct of Related Activities by ICC (Internal Complaints Committee) |
| 26 th | I Internal Assessment Test | Conduct of Tests and Record the marks obtained |
| 29 th | Telugu Bhasha Dinostavam | Conduct of Related Activities. |
| I Week | DRC | II Meeting |
| | IQAC | IQAC Meeting with all the departments |
| I & II Week | Review Meetings at different Levels | Review of Academic, Administrative and Financial Aspects |
| | Harivillu | Meeting of All Clubs – Review and Progress |
| III Week | Field/Industry Visit | Organizing Field/Industrial Visit to Students |
| Last Week | Assignments – II- & III-year Students | Conduct of Examinations and Recording of Marks in the Proforma Provided |
| | Add-On Courses | 2 Day Workshop to Students by each Department |
| | Consumer Awareness Programmes | Inter-collegiate/Inter-departmental Activities |
| | Career Counseling Programs | Display of Notifications on College Wall Magazine & Guidance for Application |
| I Saturday | Staff Council Meeting | Principal Meeting with Heads of Departments to review previous month's Activities and Plan for Current Month's Activities |
| III Saturday | Staff Meeting | Staff Meeting with Principal |
| IV Saturday | Swacha Bharath | Cleaning of College Premises including Roof tops, Terraces Overhead Tanks & Sumps |

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| August | Telangana Ku Haritaharam | Organizing Related Activities tending to Greenery and Gardens in Consultation with District Authorities |
| | Eco fest | Organizing Activities Related to Environment Protection like Water Management etc., Display of Students Projects and Conduct of Competitions |
| | ICC | Training to All Girl Students in Un-armed Combat Techniques |
| DEPARTMENTAL ACTIVITIES | | |
| 1 st Week | State Level Review Meeting | Video Conference/Meeting – CCE With RJDCE & Principals |
| 3 rd Saturday | T-SAT Nipuna TV Live Telecast | Prepare Live Telecast Schedule and arrangement of the Classes Accordingly |
| August | Quality Enhancement Initiative - NAAC | Visit by Academic Cell members to GDC's on NAAC Assessment and Accreditation/other important Programmes |

SEPTEMBER 2018

| Month & Date | Activity | Description |
|----------------------|---------------------------------------|---|
| 5 th | Teacher's Day | Celebration of Teacher's Day |
| 8 th | International Literacy Day | Organizing Inter/Intra/ College Fest |
| 15 th | TSKC | |
| 22 nd | Hindi Divas Celebrations | Organizing Related Activities |
| 24 th Day | NSS Day | NSS Activities |
| 1 st Week | DRC | III Meeting: Workshop with UGC Coordinators on Mobilization & Utilization of UGC Funds |
| | Extension & Outreach Activities | Organizing Guest Lectures/Field Visits/Social/Community Development Activities |
| | IQAC | IQAC Meeting with all the departments |
| II Week | Review Meetings at different Levels | Review of Academic, Administrative and Financial Aspects |
| | CPDC Meeting | Meeting of College CPDC to Review and Discuss various matters |
| II Week | Teacher Evaluation Process | <ul style="list-style-type: none"> Collection of Student Feedback on Every Teacher by IQAC Analysis and Action Taken by Principal Documentation for Academic Audit |
| | Parents Meeting | Teachers Meet the Parents |
| | Harivillu | Meeting of all Clubs – Review and Progress |
| III Week | CBCS | College Level Review Meeting on Implementation of CBCS |
| Last Week | Assignments - II & III Years Students | Conduct of Examinations and Recording of Marks in the Proforma Provided |
| | Student Centric Activities | Classroom Seminars, Study Projects and Competitions etc., Remedial Instruction |

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| | College Social Responsibility Cell | Organizing Related Activities |
| I Saturday | Staff Council Meeting | Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities |
| III Saturday | Staff Meeting | Staff Meeting by the Principal |
| IV Saturday | Swacha Bharath | Cleaning of College premises including rooftops, terraces, and overhead tank |
| September | Telangana Ku Haritaharam | Maintenance of Plants |
| DEPARTMENTAL ACTIVITIES | | |
| 1 st Week | State Level Review Meeting | Video Conference/Meeting – CCE with RJDCE & Principals |
| 3 rd Saturday | MANA TV Special Live Telecast | Dial CCE |
| I Week | State Teacher Awards | Presentation of Awards to Teachers on Teacher's Day |
| September | T-SAT Nipuna TV Live Telecast | Preparation of Live Telecast Schedule and Arrange the Classes Accordingly |
| | Quality Enhancement Initiative – NAAC | Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programs |
| | JIGNASA | Circular about Student Study Projects in the subjects concerned |

OCTOBER 2018

| Month & Date | Activity | Description |
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| 2 nd | Gandhi Jayanthi & Lal Bahadur Sastri Jayanthi | Celebrations of Days |
| 24 th | II-Internal Assessment Test | Conduct of Tests and Record the Marks |
| 31 st | National Integration Day | Conduct of Related Activities |
| 1 st Week | Review Meetings at different Levels | Review of Academic, Administrative and Financial Aspects |
| | IQAC Evaluation | IQAC Meeting with all the departments collection, of Student's Feedback on Teachers, Analysis, Submission of Analysis Report to Principal Action Plan on Student's Feedback on Teachers |
| | TSKC Day | A PPT Presentation/ Talk/ Skit/ Seminar to all Students (Class Wise) on Career Prospects by H.R Representative/ JKC Coordinator/Mentor |
| | Harivillu – Projects Display Day | Meeting of All Clubs – Review and Progress Conduct of Science /Arts / Commerce Fest Display of Research, Study projects and Achievements |
| III Week | Bathukamma Festival | Conduct of Related Activities |
| I Saturday | Staff Council Meeting | Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities |
| III Saturday | Staff Meeting | Staff Meeting with Principal |
| IV Saturday | Swachh Bharath | Cleaning of College Premises including rooftops, terraces and overhead tanks |
| October | DCEDRC | 2 nd Meeting of DCEDRC |
| | Telangana Ku Haritaharam | Maintenance of Plants |
| DEPARTMENTAL ACTIVITIES | | |
| 1 st Week | State Level Review Meeting | Video Conference/Meeting – CCE with RJDCE & Principals |
| 3 rd Saturday | MANA TV Special Live Telecast | Stress Management and Life Skills Education |
| October | T-SAT Nipuna TV Live Telecast | Preparation of Live Telecast schedule and arrange the Classes accordingly |
| | Quality Enhancement Initiative – NAAC | Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programs |

NOVEMBER 2018

| Month & Date | Activity | Description |
|--------------------------------------|--|--|
| 6 th to 11 th | Practical Examinations | I,III & V Semesters (According to University Almanac) |
| 11 th | National Education Day | Conduct of Related Activities |
| 13 th to 30 th | CBCS | Theory Examinations for I,III, & V Semesters (According to University Almanac) |
| 14 th | Pandit Jawahar Lal Nehru Birthday/ Diabetes Day | Conduct of Related Activities |
| 15 th | Job Mela | Job Mela to be organized at all ID Colleges |
| 14 th -20 th | National Library Week | 1.Organizing Program to inculcate Reading habits 2.Assignments to encourage Students to visit Libraries and use the resources to the maximum extent |
| 1 st Week | IQAC | IQAC Meeting with all the Departments |
| | TSKC | Commencement of JKC II batch Training Organizing Campus Drive |
| | Career Guidance Cell | Conducting Coaching Classes for Students to Prepare for EdCET/PGCET/Competitive Examinations etc., |
| 2 nd Week | Review Meetings at different Levels | Review of Academic, Administrative and Financial Aspects. |
| | DRC | IV Meeting |
| 3 rd Week | III Unit Exams – II & III Yr. Students | Conduct Examinations, Ensure Student Attendance and Record Marks |
| Last Week | Harivillu – Sports & Cultural Fest | Organizing District Level Sports & Cultural Festival |
| I Saturday | Staff Council Meeting | Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities |

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| III Saturday | Staff Meeting | Staff Meeting with Principal |
| IV Saturday | Swachh Bharath | Cleaning of College Premises including rooftops, terraces and overhead tanks |
| November | Telangana Ku Haritaharam | Maintenance of Plants |
| DEPARTMENTAL ACTIVITIES | | |
| 1 st Week | State Level Review Meeting | Video Conference/Meeting – CCE with RJDCE & Principals |
| November | T-SAT Nipuna TV Live Telecast | Prepare Live Telecast Schedule and Arrange the Classes Accordingly |
| | Quality Enhancement Initiative – NAAC | Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programs |

DECEMBER 2018

| Month & Date | Activity | Description |
|--------------------------------|---------------------------------------|---|
| 1 st | AIDS Day | Red Ribbon Club Conduct AIDS Awareness Programs in collaboration with District Officials |
| 10 th | Human Rights Day | Conduct of Related Activities |
| 24 th | National Consumer Day | Competitions & awareness Programs |
| I Week | IQAC | Meeting of IQAC Executive Body |
| | TSKC | Commencement of TSKC training & Organizing Campus Drive |
| | Career Guidance Cell | Conducting Coaching Classes for Students to Prepare for EdCET/PGCET/Competitive Examinations Etc., |
| | Harivillu – Yuvatharangam | Organizing State Level Sports & Cultural Festival |
| | Staff Council Meeting | Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities |
| I Saturday | Staff Meeting | Staff Meeting with Principal |
| III Saturday | Swacha Bharath | Cleaning of College Premises including Rooftops, Terraces, Overhead Tank & Sumps |
| December | DCEDRC | 3 rd Meeting of DCEDRC |
| | Telangana Ku Harithaharam | Maintenance of Plants |
| | JIGNASA | Completion and submission/upload of Student Study Projects in the subjects concerned |
| DEPARTMENTAL ACTIVITIES | | |
| 1 st Week | State Level Review Meeting | Video Conference/Meeting – CCE with RJDCE & Principals |
| December | T-SAT Nipuna TV Live Telecast | Prepare Live Telecast Schedule and Arrange the Classes Accordingly |
| | Quality Enhancement Initiative – NAAC | Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programs |

JANUARY 2019

| Month & Date | Activity | Description |
|--------------------------------------|------------------------------------|--|
| 8 th | CBCS | I Internal Assessment Test for II, IV & VI Semesters (According to University Almanac) |
| 11 th to 16 th | Short Vacation | (According to University Almanac) |
| 12 th | National Youth Day | Celebration of the Day |
| 17 th | CBCS | Re-opening after Vacation (According to University Almanac) |
| 25 th | National Voters Day | Organize Program to Sensitize Students on Exercising the Franchise (Voter Awareness Programmes) |
| 26 th | Republic Day | Celebration of Republic Day |
| I Week | IQAC | IQAC Meeting with All the Departments |
| I & II Week | Review Meeting at Different Levels | Review of Academic, Administrative and Financial Aspects |
| III Week | TSKC & Career Guidance Cell | Action plan for Organizing of Job fairs & Campus Drives |
| I Saturday | Staff Council Meeting | Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities |
| III Saturday | Staff Meeting | Staff Meeting to be convened by the Principal |
| IV Saturday | Swacha Bharath | Cleaning of college premises including rooftops, terraces, overhead tanks |
| January | YUVATARANGAM 2018 | Conduct of Cultural, Sports and games events - District level and State level as per the guidelines of the Commissioner of Collegiate Education, Telangana State |
| | Career Guidance Cell | Conducting Coaching Classes for students to prepare for PG CET/Competitive Examinations, etc. |
| | Telangana Ku Harithaharam | Maintenance of Plants |

| DEPARTMENTAL ACTIVITIES | | |
|--------------------------------|---|---|
| 1st Week | State Level Review Meeting | Video Conference/Meeting – CCE with RJDCE & Principals |
| Last Week | Review Meeting with All Academic Advisers | To Review the Academic Audit Conducted both in GDCs & private Aided Colleges during 2018-19 |
| January | T-SAT Nipuna TV Live Telecast | Prepare Live Telecast Schedule and arrange the classes accordingly |
| | Quality Enhancement Initiative – NAAC | Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programs |
| | JIGNASA | District and State level competitions |

FEBRUARY 2019

| Month & Date | Activity | Description |
|--------------------------------|---------------------------------------|---|
| 15 th | TSKC | To motivate the students, participate in Job melas organized by other colleges |
| 21 st | Antarjaatiya Matru Bhasha Dinotsavam | Celebrating the Day |
| I Week | CPDC Meeting | Meeting of the CPDC to review and Discuss Various Matters |
| | IQAC | IQAC Meeting with All the Departments |
| II Week | Review Meeting at Different Levels | Review of Academic, Administrative and Financial Aspects |
| | Performance Improvement Activities | Revision and Remedial Classes to slow learners |
| | TSKC & Career Guidance Cell | Awareness programmes on Campus Drives |
| III Week | Parents Meeting | Teachers Meet the Parents |
| I Saturday | Staff Council Meeting | Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities |
| III Saturday | Staff Meeting | Staff Meeting with Principal |
| February | Telangana Ku Harithaharam | Maintenance of Plants |
| DEPARTMENTAL ACTIVITIES | | |
| 1 st Week | State Level Review Meeting | Video Conference/Meeting – CCE with RJDCE & Principals |
| February | Quality Enhancement Initiative – NAAC | Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programs |

MARCH 2019

| Month & Date | Activity | Description |
|--------------------------------|---------------------------------------|---|
| 8 th | International Women's Day | Conduct of Related Activities & Competitions for Students & Staff |
| I Week | Budget Meetings | Submission of all bills to DTO |
| | IQAC | IQAC Meeting with All the Departments |
| II Week | Review Meetings at Different Levels | Review of Academic, Administrative and Financial Aspects |
| 23 rd | CBCS | II Internal Assessment Test (According to University Almanac) |
| 31 st | CBCS | Last Day of Instruction (According to University Almanac) |
| Last Week | Stock Verification | Stock Verification of Laboratories & Libraries |
| I Saturday | Staff Council Meeting | Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities |
| III Saturday | Staff Meeting | Staff Meeting with Principal |
| March | DCEDRC | 4 th Meeting of DCEDRC |
| | Telangana Ku Harithaharam | Maintenance of Plants |
| DEPARTMENTAL ACTIVITIES | | |
| 1 st Week | State Level Review Meeting | Video Conference/Meeting – CCE with RJDCE & Principals |
| March | Quality Enhancement Initiative – NAAC | Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programs |


APRIL 2019

| Month & Date | Activity | Description |
|--------------------------------------|---|--|
| 1 st to 9 th | CBCS | Commencement of Practical Examinations (According to University Almanac) |
| 5 th | Babu Jagjivan Ram's Birthday | Celebrating the Day |
| 13 th to 30 th | CBCS | Commencement of Practical Examinations (According to University Almanac) |
| 14 th | Dr.B.R.Ambedkar's Birthday | Celebrating the Day |
| I Week | Preparation of Annual Academic Performance Report | Preparation of College Annual Academic Performance Report (AAPR) and submit soft copy to CCE |
| | IQAC | Preparation of IQAC Activities 2018-19 |
| | Preparation of College Annual Academic Plan for 2019-20 | Preparation of College Annual Academic Plan for 2019-20 |
| | Preparation of DRC Annual Activity plan for 2019-20 | Preparation of DRC Annual Activity plan for 2019-20 |
| II Week | Preparation of Financial Plan for 2020-21 | Preparation of necessary proposals along with enclosures for submission for financial assistance from different agencies like UGC, CCE, TS, etc.to meet the requirements of the college. |
| I Saturday | Staff Council Meeting | Meeting of the Principal with Heads of Departments to review previous month's Activities and plan for current month's Activities |
| April | Career Guidance Cell | Conduct of Coaching Classes for Students to prepare for PG CET/Competitive Examinations and information on job opportunities through various sources like Employment Exchange and the like on WhatsApp groups. |
| | Telangana Ku Haritaharam | Maintenance of Plants |
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| DEPARTMENTAL ACTIVITIES | | |
|--------------------------------|---------------------------------------|---|
| 1 st Week | State Level Review Meeting | Video Conference/Meeting – CCE with RJDCE & Principals |
| April | Quality Enhancement Initiative – NAAC | Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation |

MAY 2019

| Month & Date | Activity | Description |
|--|----------------------------|---|
| May 1 st | Publicity Campaign | 1 Release of College Brochure by Dist. Collector Campaigning through 2 Campaign through brochures, flexies, posters, door to door canvassing for DOST 2019 Admissions in surrounding villages/mandals of Narsampet. |
| 1 st to 30 th June | Summer Vacation | As per University Almanac |
| | TSKC | Commencement of TSKC Summer Batch training |
| May | Student Help Desk | Establishment of Student Help Desk in the College and Online Registration of Students to Various Courses to be taken up |
| | Telangana Ku Harithaharam | Maintenance of Plants |
| DEPARTMENTAL ACTIVITIES | | |
| 4 th | State Level Review Meeting | Video Conference/Meeting – CCE with RJDCE & Principals – Review on Admissions |


PRINCIPAL
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