



Government Degree College, Eturnagaram

Department of Zoology.

ACADEMIC CALENDAR / ACTION PLAN

Department of Zoology participates and organizes many activities in the college such as Haritha Haram, clean and green, National and state festivals, Important days, awareness programs in the society. Admission combining is crucial activity at the beginning of the academic year and conduct awareness programs in the surrounding villages. In this awareness program, we explain the facilities in the college and the future development of students. Department participates in student skill development programs via IQAC, TSKC activities. Department is also actively involved in Gender Equity, women empowerment programs. Department participates in a staff council meeting and discusses the college development activities, every month.







Academic Calenders/ Action Plans



Government Degree College, Eturnagaram, Telangana
Departmental Year wise Action Plan/Calendar for the
Academic year- 2017-18

JUNE 2017

Month & Date	Activity	Description
2 nd	Telangana State Formation Day	Participation of Celebrations
5 th	World Environment Day	Participation in Conduct of Activities to create awareness among students on environment.
14 th	World Blood Donor's Day	Red Ribbon Club shall conduct activities to promote awareness among students and parents
21 st	International YOGA Day	Celebration
	Result Analysis	College Level, Department wise & Lecturer wise Progressive Result analysis and submission to O/o CCE. Planning for Remedial teaching.
	Preparation of Annual curricular plan (Lecturer wise)	Preparation of Dept wise/Lecturer wise Annual Curricular plan Incorporating Curricular, Co-Curricular and Extra-Curricular Activities as per formats provided. Preparation of NCC/NSS/College Social responsibility Cell & Others Annual Action Plan
	College Level Review Meeting by Principal	Review of Department wise Annual Curricular Plans – share & discuss innovative teaching learning techniques etc.
	Commencement of Classes for II- & III-year Students	Annual Curricular Plans shall be followed strictly & reflected in Teaching Diary and Teaching Notes

II Week	Sports & Games	Maintenance of tracks and Sports equipment & Laying of new tracks and courts, Purchase of sports material
	Anti-Ragging campaign	Organizing Anti Ragging Campaign in the college premises

JULY 2017

Month & Date	Activity	Description
12 th	Telangana Ku Haritaharam	Organizing plantation program in consultation with district authorities
I Week	1. Review Meeting at Different Levels 2. Student Progression	Review of Academic, Administrative and Financial aspects Recording student Progression
	IQAC	Meeting of IQAC Executive Body
	Students Representatives Meeting	Nomination of Select Students on Committees like Academic, Sports, Cultural, Literary etc.
	CBCS	Orientation for First Year students on CBCS and College activities, Facilities, Certificate/Add on Courses etc.
II Week	Commencement of Student Centric Activities	Class Room Seminars, Study Projects, Field Trips and Competitions
III Week	Medical Camp	
	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	Swacha Bharath	Cleaning of College Premises including Roof tops, Terraces, Overhead Tanks & Sumps by Students/Staff

AUGUST 2017

Month & Date	Activity	Description
15 th	Independence Day Celebrations	Participation in Conduct of Related Activities at College Level. Presentation of Awards to District toppers (Subject Wise & Group Wise) 2016-17
26 th	Women's Equality Day	Participation in Conduct of related activities by ICC
29 th	Telugu Bhasha Dinostavam	Conduct of related activities.
I Week	1 st Unit test for 3 rd year Students	Conduct examinations and recording of marks as per the proforma
	IQAC	IQAC Meeting with all the departments
I & II Week	Review Meetings at different Levels	Review of Academic, Administrative and Financial Aspects
III Week	Add-On Courses	Enrolment & 2 Day Workshop to Students by each Department
	Field/Industry Visit	Organizing Field/Industrial Visit to Students
	Consumer Awareness Programmes	Intercollegiate/Interdepartmental 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	Swachha Bharath	Cleaning of College Premises including Roof tops, Terraces Overhead Tanks & Stumps
August	Telangana Ku Haritaharam	Organizing Related Activities tending to Greenery and Gardens in Consultation with District Authorities

	Jignasa	Topic Selection and allotment of Student study Projects
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SEPTEMBER 2017

Month & Date	Activity	Description
5 th	Teacher's Day	Participation in Celebration of Teacher's Day
8 th	International Literacy Day	Participation in Organizing Inter/Intra/ College Literary Fest
18 th & 19 th	CBCS	Involved in Internal Assessment I for 1 st & 2 nd Yr. students
20 th	Bathukamma Festival	Participation in Conduct of related activities
24 th	NSS Day	NSS Activities
	Extension & Outreach activities	Organizing Guest Lectures/Field Visits/Social/Community development activities etc.,
	IQAC	IQAC Meeting with all the departments
II Week	Student evaluation of Teacher Performance	<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
Last Week	Student Centric Activities	*Classroom Seminars, Study Projects and Competitions etc., * Remedial Instruction
	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
	Parents – Teacher Meeting	Teacher meet the Parents
III Saturday	Staff Meeting	Staff Meeting with Principal
	Swacha Bharath	Cleaning of College Premises including Rooftops, Terraces, Overhead Tank & Sumps
September	Telangana Ku Haritaharam	Maintenance of Plants
	Yuvatarangam 2017	College Level – Sports & Games and Cultural and Literary competitions

Month & Date	Activity	Description
2 nd	Gandhi Jayanthi & Lal Bahadur Sastri Jayanthi	Participation in Celebrations of Days
31 st	National Integration Day	Conduct of related activities
I Week	Review Meetings at different Levels	Review of Academic, Administrative and Financial Aspects
II Week	CBCS	Internal Assessment II for 1st & 2nd Year
	II-unit Test for III yr students	Conduct of examinations and recording of marks as per the proforma
III Week	Harivillu	Meeting of All Clubs – Review and Progress Conduct of Science /Arts / Commerce Fest.
	Jignasa	Projects Display Day – Display of Research, study projects and achievements - Selection of District/Cluster level Projects
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
	Swacha Bharath	Cleaning of College Premises including Rooftops, Terrace, Overhead Tank & Sumps
	Telangana Ku Haritaharam	Maintenance of Plants

NOVEMBER 2017

Month & Date	Activity	Description
8 th & 9 th	CBCS	Internal Assessment II for I & II Year students
11 th	National Education Day	Participation in Conduct of Related Activities
14 th	Pandit Jawahar Lal Nehru Birthday/ Diabetes Day	Participation in Conduct of Related Activities
10 th to 30 th	CBCS	I Semester Practical & Theory Examinations for I & II Yr. students
14 th -20 th	National Library Week	1. Organizing Programme to inculcate Reading habits 2. Assignments to encourage Students to visit Libraries and use the resources to the maximum extent
I Week	IQAC	IQAC Meeting with all the Departments
	Review Meetings at different Levels	Review of Academic, Administrative and Financial Aspects.
III Week	III Unit Exams for III Yr. Students	Conduct Examinations, Ensure Student Attendance and Record Marks
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 Rooftops, Terraces, Overhead Tank & Sumps
November	Telangana Ku Haritaharam	Maintenance of Plants

DECEMBER 2017

Month & Date	Activity	Description
1 st	AIDS Day	Participation in Red Ribbon Club Conduct AIDS Awareness Programmes in collaboration with District Officials
2 nd	CBCS	Commencement of 2 nd Semester classes for I & II yr. students
10 th	Human Rights Day	Participation in Conduct of related activities
24 th	National Consumer Day	Participation in Competitions & awareness Programmes
I Week	Communal Harmony/ College Social Responsibility Week	Conduct of related activities etc
	Review Meetings at different Levels	Review of Academic, Administrative and financial aspects
	IQAC	Meeting of IQAC Executive Body
II Week	Term Exams – III yr	Conduct examinations, ensure student attendance and record marks
	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 the Principals
III Saturday	Swacha Bharath	Cleaning of College Premises including Rooftops, Terrace, Overhead Tank & Sumps
	Telangana Ku Harithaharam	Maintenance of Plants

JANUARY 2018

Month & Date	Activity	Description
12 th	National Youth Day	Participation in Celebration of the Day
25 th	National Voters Day	Organize Programme to Sensitize Students on Exercising the Franchise
26 th	Republic Day	Participation in 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
Last Week	IEPP Pre – Final Exams – II & III yrs	Intensive Examination Preparation Program conduct Pre final examinations in theory & practical, ensure student attendance and record marks
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 Rooftops, Terraces, Overhead Tanks & Sumps
	Telangana Ku Harithaharam	Maintenance of Plants

FEBRUARY 2018

Month & Date	Activity	Description
21 st	Antarjaatiya Matru Bhasha Dinotsavam	Celebrating the Day
	IQAC	IQAC Meeting with All the Departments
II Week	Review Meeting at Different Levels	Review of Academic, Administrative and Financial Aspects
	Practical Exams – II & III Yrs	Commencement of University Practical examinations
	Performance improvement activities	Revision and Remedial classes to needy students
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
	Parents – Teacher Meeting	Teachers meet the parents
February	CBCS	Internal Assessment I for I& II Yr. students
	Telangana Ku Harithaharam	Maintenance of Plants

MARCH 2018

Month & Date	Activity	Description
8 th	International Women's Day	Conduct of Related Activities & Competitions for Students & Staff
	IQAC	IQAC Meeting with all the Departments
II Week	Review Meetings at Different Levels	Review of Academic, Administrative and financial aspects
II Week	University Exams – III years	Commencement of University Theory examinations (2017-18)
Last Week	Stock Verification	Stock Verification of Laboratories & Libraries
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
III Saturday	Staff Meeting	Staff Meeting with Principal
	Telangana Ku Harithaharam	Maintenance of Plants

APRIL 2018

Month & Date	Activity	Description
5 th	Babu Jagjivan Ram's Birthday	Celebrating the Day
7 th & 8 th	CBCS	Internal Assessment II for I & II Yr. students
9 th to 30 th		2 nd Semester Practical & Theory Examinations for I & II yr. students
14 th	Dr.B.R.Ambedkar's Birthday	Celebrating the Day
	Preparation of College Annual Academic Plan of Department for 2018-19	Preparation of College Annual Department Academic Plan for 2018-19
I Saturday	Staff Council Meeting	Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities
	Telangana Ku Haritaharam	Maintenance of Plants

MAY 2018

Month & Date	Activity	Description
May 1 st	Publicity Campaign	<ul style="list-style-type: none">• Release of College Broacher by Dist. Collector• Campaigning through Broachers, Flexies, Scrolling in Local TV, Door to door canvassing for online Admissions etc.
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



GOVERNMENT DEGREE COLLEGE, ETURNAGARAM
MULUG DISTRICT – 506165
ACCREDITED WITH 'B' GRADE BY NAAC

Departmental Action Plan/Calendar- 2016-17

JUNE 2016

Month & Date	Activity	Description
2 nd	Telangana State Formation Day	Participation in Celebration from 1 st to 7 th June
5 th	World Environment Day	Participation Conduct of Activities to create awareness among students on environment.
14 th	World Blood Donor Day	Red Ribbon Clubs will conduct activities to promote awareness among students and parents
21 st	International YOGA Day	Participation in Celebrations
27 th	CBCS Orientation for First Year students	Commencement of I Semester Classes for 1 st year Students CBCS, College activities, Facilities, Certificate, Add on Courses etc. Identification of Teacher counselors to each class and display their list
I Week	Online Admissions	Commencement of online Admissions
	Preparation of Annual curricular plan(Lecturer wise)	Preparation of Dept wise Annual Curricular plan Incorporating Curricular, Co-Curricular and Extra- Curricular Activities as per formats provided. Preparation of NCC/NSS/College Social responsibility Cell & Others Annual Action Plan
	College Level Review Meeting by Principal	Participation in One day workshop to faculty on implementation of CBCS – Review of Department wise Annual Curricular Plans – share & discuss innovative teaching learning techniques etc.

	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 & Lecturer wise Progressive Result analysis and submission to O/o CCE. Planning for Remedial teaching.
	IQAC	IQAC Meeting with all the departments
	Telangana Harithaharam	Planning &organizing related activities in consultation with District authorities
	Anti-Ragging campaign	Organizing Anti Ragging Campaign in the college premises
	DCEDRC	First Meeting of DCEDRC

JULY 2016

Month & Date	Activity	Description
I Week	1. Review Meetings at different Levels 2. Student Progression	Rev view of Academic, Administrative and financial aspects Recording Student progression
	IQAC	Meeting of IQAC Executive Body
	Student Representatives meeting	Participation in Nomination of select students on committees like Academic, Sports, Cultural, Literacy, etc.
II Week	Commencement of Student centric activities	Class room seminars, Study Projects, Field trips and competitions etc.,
III Week	Medical Camp	Organization of Medical camp in collaboration with District Health Officials
	Extension Activities & College Social Responsibility Cell	Participation in Enrolment of students into NCC/NSS/Sports/Cultural etc. Organizing related activities
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
IV Saturday	Swachha Bharath	Cleaning of College Premises including Rooftops, Terraces, Overhead Tanks & Sumps By students/Staff
July	Telangana Ku Haritha haram	Organizing Plantation program in consultation with District authorities
	TSKC Day	A PPT presentation/Talk/Skit/Seminar to all students (class wise) on Career Prospects by H.R. representative/JKC trainee/Coordinator or Mentor/Guest Lecturers etc.

AUGUST 2016

Month & Date	Activity	Description
15 th	Independence Day Celebrations Academic Festival 2015-16	Participation in 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
29 th	Telugu Bhasha Dinostavam	Conduct of Related Activities.
	IQAC	IQAC Meeting with all the departments
I & II Week	Review Meetings at different Levels	Review of Academic, Administrative and Financial Aspects
III Week	Field/Industry Visit	Organizing Field/Industrial Visit to Students
Last Week	I Unit Exams – II- & III-year Students	Participation in Conduct of Examinations and Recording of Marks in the Proforma Provided
	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, Terrace, Overhead Tanks & Sumps
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, Waste Management etc., Display of Students Projects and Conduct of Competitions

SEPTEMBER 2016

Month & Date	Activity	Description	
5 th	Teacher's Day	Participation in Celebration of Teacher's Day	
8 th	International Literacy Day	Organizing Inter/Intra/ College Fest	
22 nd	Hindi Divas Celebrations	Organizing Related Activities	
24 th Day	NSS Day	NSS Activities	
	CBCS	Internal Assessment	According to University Almanac
	Extension & Outreach Activities	Organizing Guest Lectures/Field Visits/Social/Community Development Activities etc.,	
	IQAC	IQAC Meeting with all the departments	
II Week	Review Meetings at different Levels	Review of Academic, Administrative and Financial Aspects	
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	
III Week	CBCS	College Level Review Meeting on Implementation of CBCS	
Last Week	II Unit Exams - II & III Years	Conduct of Examinations and Recording of Marks in the Performa Provided	
	Student Centric Activities	*Classroom Seminars, Study Projects and Competitions etc., * Remedial Instruction	
	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	

III Saturday	Staff Meeting	Staff Meeting with Principal
IV Saturday	Swachha Bharath	Cleaning of College Premises including Rooftops, Terraces, Overhead Tanks & Sumps
September	Telangana Ku Haritaharam	Maintenance of Plants

OCTOBER 2016

Month & Date	Activity	Description	
2 nd	Gandhi Jayanthi & Lal Bahadur Sastri Jayanthi	Participation in Celebrations of the Occasion	
	CBCS	last Instruction Day of I Semester	According to University Almanac
	CBCS	Short Vacation	
	CBCS	Practical Examinations	
31 st	National Integration Day	Participation in 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	
III Week	Bathukamma Festival	Conduct of Related Activities	
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	
III Saturday	Staff Meeting	Staff Meeting with Principal	
IV Saturday	Swachh Bharath	Cleaning of College Premises including Rooftops, Terraces, Overhead Tank & Sumps	
	Telangana Ku Haritaharam	Maintenance of Plants	

NOVEMBER 2016

Month & Date	Activity	Description	
	CBCS	Commencement of 1 st semester examinations	According to University Almanac
11 th	National Education Day	Participation in Conduct of Related activities	
14 th	Pandit Jawahar Lal Nehru Birthday/ World Diabetes Day	PartiConduct of Related Activities	
15 th	Job Mela	Job Mela to be organized at all ID Colleges	
14 th -20 th	National Library Week	<ol style="list-style-type: none"> 1. Organizing programs to inculcate reading habits 2. Assignments to encourage students to visit libraries and use the resources to the maximum extent 	
	CBCS	Commencement of 2 nd semester classes	According to University Almanac
1 st Week	Communal Harmony/ College Social Responsibility Week	Conduct of related activities etc	
	IQAC	IQAC Meeting with all the Departments	
	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.	
3 rd Week	III Unit Exams – II & III Yr. Students	Conduct Examinations, Ensure Student Attendance and Record Marks	

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 Rooftops, Terraces, Overhead Tank & Sumps
November	Telangana Ku Haritaharam	Maintenance of Plants

DECEMBER 2016

Month & Date	Activity	Description
1 st	AIDS Day	Organized Red Ribbon Club Conduct AIDS Awareness Programmes in collaboration with District Officials
10 th	Human Rights Day	Participation in Conduct of Related Activities
24 th	National Consumer Day	Participation and Competitions & awareness Programmes
I Week	Communal Harmony/College Social Responsibility Week	Conduct of related activities etc.
	Review Meetings at different Levels	Review of Academic, Administrative and financial aspects
	IQAC	Meeting of IQAC Executive Body
	Career Guidance Cell	Conducting Coaching Classes for Students to Prepare for EdCET/PGCET/Competitive Examinations Etc.,
II Week	Term Exams – II & III Yrs	Conduct examinations, ensure student attendance and record marks
	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	Swachha Bharath	Cleaning of College Premises including Rooftops, Terrace, Overhead Tank & Sumps
	Telangana Ku Harithaharam	Maintenance of Plants

JANUARY 2017

Month & Date	Activity	Description	
	CBCS	Short Vacation	According to University Almanac
12 th	National Youth Day	Participation in Celebration of the Day	
25 th	National Voters Day	Participation and Organization of Programme to Sensitize Students on Exercising the Franchise	
26 th	Republic Day	Participation in 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	
Last Week	IEPP Pre-Final Exams – II & III Yrs	Intensive Examination Preparation Program Conduct Pre final examinations in theory & practical, ensure student attendance and record marks	
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 Rooftops, Terraces, Overhead Tanks & Sumps	
	Career Guidance Cell	Conducting Coaching Classes for Students to Prepare for EdCET/PGCET/Competitive Examinations Etc.	
	Telangana Ku Harithaharam	Maintenance of Plants	

FEBRUARY 2017

Month & Date	Activity	Description	
15 th	Job Mela	Job Mela to be organized at all ID Colleges	
21 st	Antarjaatiya Matru Bhasha Dinostavam	Celebrating the Day	
	IQAC	IQAC Meeting with All the Departments	
II Week	Review Meeting at Different Levels	Review of Academic, Administrative and Financial Aspects	
	Practical Exams – II & III yrs	Commencement of University Practical examinations	
	Performance Improvement Activities	Revision and Remedial Classes to needy Students	
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

MARCH 2017

Month & Date	Activity	Description	
8 th	International Women's Day	Participation in Conduct of Related Activities & Competitions for Students & Staff	
	CBCS	Internal Assessment	According to University Almanac
		2 nd Semester – Last instruction day	
		Practical Examinations	
		Commencement of 2 nd Semester Examinations	
	IQAC	IQAC Meeting with all the departments	
II Week	Review Meetings at different Levels	Review of Academic, Administrative and financial Aspects	
II Week	University Exams – II & III yrs	Commencement of University Theory examinations (2013-14)	
Last Week	Stock Verification	Stock Verification of Laboratories & Libraries	
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	
III Saturday	Staff Meeting	Staff Meeting with Principal	
	Telangana Ku Harithaharam	Maintenance of Plants	

APRIL 2017

Month & Date	Activity	Description
5 th	Babu Jagjivan Ram's Birthday	Celebrating the Day
14 th	Dr.B.R.Ambedkar's Birthday	Celebrating the Day
I Saturday	Staff Council Meeting	Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities
April	Career Guidance Cell	Conducting Coaching Classes for Students to Prepare for EdCET/PGCET/Competive Examinations Etc.
	Telangana Ku Haritaharam	Maintenance of Plants

MAY 2017

Month & Date	Activity	Description
May 1 st	Publicity Campaign	<ul style="list-style-type: none"> • Release of College Brochure by Dist. Collector • Campaigning through Brochures, Flexies, Scrolling in Local TV, Door to door canvassing for online Admissions etc.
	Telangana Ku Haritaharam	Maintenance of Plants



**Government Degree College, Eturnagaram,
Telangana**

Departmental Year wise Action

Plan/Calendar for the Academic year-

2015-16

MAY 2015

Month &Date	Activity	Description
May	Publicity Campaign for enrolment of students in colleges	* Release of College * Campaigning through Broachers, Flexes, , Door to doorcanvassing etc.

JUNE 2015

Month & Date	Activity	Description
1 st	College Reopening	Preparation of labs classrooms for regular activities
2 nd	Telangana State Formation Day	Participation in Celebration from
5 th	World Environment Day & Telangana Haritaharam	Conduct of Activities to create awareness among students on environment.
		Planning & Organizing plantation program in consultation with District authorities
14 th	World Blood Donor Day	Red Ribbon Clubs shall conduct activities to promote awareness among students and parents
I Week	Preparation of Departmental action Plan for the Academic Year 2015-16	Preparation of Departmental Plan by incorporating all the activities as per the curriculum, Almanac of the university and Academic Calendar (2015-16) of college.
	Student Admissions	Commencement of Admissions as per respective university norms.
	College Level Review Meeting by Principal	Review of Department wise Annual Curricular Plans- share & discuss innovative teaching learning techniques etc.
	IQAC	IQAC Meeting with all the departments
	Review Meeting by RJDCE	Review of all colleges under jurisdiction through ID Principals
	Commencement of Classes for II- & III-year Students	Annual Curricular Plans shall be followed strictly & reflected in Teaching Diary and Teaching Notes
	Result analysis	College Level, Department wise & Lecturer wise Progressive Result analysis and submission to O/o CCE via Examination branch of the college. Planning for Remedial teaching.
IV Saturday	Swachhbharath – SwachhaTelangana	Cleaning of College Premises including Rooftops, Terraces, Overhead Tanks & Sumps Exhibition of literacy works like Poetry, Short stories, news reports collect

July 2015

JULY 2015

Month & Date	Activity	Description
I Week	Orientation for First year students	College activities, Facilities, Certificate/Add on Courses etc. Identification of Teacher counselors to each class and display the list
	Anti-Ragging campaign	Organizing Anti Ragging Campaign in the college premises.
	IQAC	Meeting of IQAC Executive Body
I & II Week	1. Review Meetings at different Levels 2. Student Progression	Review of Academic, Administrative and financial aspects Recording Student progression
II Week	Student Representatives meeting	Nomination of select students on committees like Academic, Sports, Cultural, Literacy, etc.
	Commencement of Student centric activities	Class room seminars, Study Projects, Field trips and competitions etc.,
III Week	Medical Camp	Medical camp in collaboration with District Health Officials
	Extension Activities & College Social Responsibility Cell	Enrolment of students into NCC/NSS/Sports/Cultural etc. Organizing related activities
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
III Saturday	Staff Meeting	Meeting of the Principal with staff
IV Saturday	Swachha Bharath – Swachha Telangana & Hobby Day	- Cleaning of College Premises including Rooftops, Terraces, Overhead Tanks & Sumps - Crafts exhibition by students/Staff
July	Telangana Haritaharam	Organizing Plantation program in consultation with District authorities
	JKC Day	A PPT presentation/Talk/Skit/Seminar to all students (class wise) on Career Prospects by H.R. representative/JKC trainee/Coordinator or Mentor/Guest Lecturers etc.

August 2015

AUGUST 2015

Month & Date	Activity	Description
15 th	Independence Day Celebrations Academic Festival 2014-15	Participation in Conduct of Related Activities at College Level.
	IQAC	IQAC Meeting with all the departments
I & II Week	Review Meetings at different Levels	Review of Academic, Administrative and Financial Aspects
Last Week	I Unit Exams – II- & III-year Students	Conduct of Examinations and Recording of Marks in the Proforma Provided
	Career Counseling Programs	Display of Notifications on College Wall Magazine & Guidance for Application
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
III Saturday	Staff Meeting	Meeting of the Principal with Staff
IV Saturday	Swachha Bharath – Swaccha Telangana & Hobby Day	Cleaning of College Premises including Roof taps, Terraces, Overhead Tanks & Sumps Dance, Music, Dramatics – Street plays, Skits etc., by students/ staff
August	TelenganaHaritaharam	Organizing Related Activities tending to Greenery and Gardens in Consultation with District Authorities

September 2015

SEPTEMBER 2015

Month & Date	Activity	Description
5 th	Teacher's Day	Participation in Celebration of Teacher's Day
8 th	International Literacy Day	Participation in Organizing Inter/Intra College Literary Fest
24 th Day	NSS Day	NSS Activities
	Extension Activities	Organizing Guest Lectures/Field Visits etc.,
	IQAC	IQAC Meeting with all the departments
II Week	Review Meetings at different Levels	Review of Academic, Administrative and Financial Aspects
II Week	Department-Teacher Evaluation Process	<ul style="list-style-type: none"> • Collection of Student Feedback on Teacher by IQAC • Analysis and Action Taken by Principal • Documentation for Academic Audit
	Parents Meeting	Teachers Meet the Parents
	Annual Sports, Cultural & Literacy Meet	Organizing annual Sports, Cultural & Literary fest. Conducting competitions
III Week	CBCS	College Level Review on CBCS
Last Week	II Unit Exams - II- & III-Years Students	Conduct of Examinations and Recording of Marks
	Student Centric Activities	* Classroom Seminars, Study Projects and Competitions etc., * Remedial Instruction
	College Social Responsibility Cell	Organizing Related Activities

October 2015

I Saturday	Staff Council Meeting	Meeting of the Principal with Heads of Departments
IV Saturday	Swachha Bharath – SwachhaTelengana& Hobby Day	Cleaning of College Premises including Rooftops, Terraces, Overhead Tank & Sumps. Photo, Drawing, Sketching & Painting Exhibition by students/ staff

OCTOBER 2015

Month & Date	Activity	Description
2 nd	Gandhi Jayanthi & Lal Bahadur Sastri Jayanthi	Participation in Celebrations of Days
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	<ul style="list-style-type: none"> • IQAC Meeting with all the departments collection, of Student's Feedback on Teachers, Analysis, Submission of Analysis Report to Principal • Action of Principal on Student's Feedback on Teachers.
	JKC Day	A PPT Presentation/ Talk/ Skit/ Seminar to all Students (Class Wise) on Career Prospects by
III Week	Bathukamma Festival	Participation and Conduct of Related Activities
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
III Saturday	Staff Meeting	Meeting of the Principal with Staff
IV Saturday	Swachh Bharath – Swachh Telangana	Cleaning of College Premises

NOVEMBER 2015**November 2015**

Month & Date	Activity	Description
11 th	National Education Day	Participation in Conduct of Related Activities
14 th	Pandit Jawaharlal Lal Nehru Birthday/ World Diabetes Day	Participation and Conduct of Related Activities
14 th -20 th	National Library Week	1. Organizing Programme to inculcate Reading habits 2. Assignments to encourage Students to visit Libraries and use the resources to the maximum
1 st Week	Communal Harmony/ College Social Responsibility Week	Conduct of related activities etc.,
	IQAC	Participated in IQAC Meeting with all the Departments
	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.
3 rd Week	III Unit Exams – II & III Years	Conduct Examinations, Ensure Student Attendance and Record Marks
Last Week	Sports & Cultural Fest	Organizing District Level Sports, Cultural & Literary Festival
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
III Saturday	Staff Meeting	Meeting of the Principal With Staff
IV Saturday	Swachh Bharath- SwachhaTelengana & Hobby Day	Conducting specified activities Food Mela and Exhibition of Stamps, Coins etc. collected by students/Staff

DECEMBER 2015**December 2015**

Month & Date	Activity	Description
	AIDS Day	Conduct of Red Ribbon Clubs Conduct AIDS Awareness Programmes in collaboration with District Officials
10 th	Human Rights Day	Participation in Conduct of Related Activities
24 th	National Consumer Day	Participation in conduct of Competitions & awareness Programmes
I Week	Communal Harmony/ College Social Responsibility Week	Conduct of related activities etc.,
	Review Meetings at different Levels	Review of Academic, Administrative and financial aspects
	IQAC	Meeting of IQAC Executive Body
	Career Guidance Cell	Conducting Coaching Classes for Students to Prepare for EdCET/PGCET/Competitive Examinations Etc.,
II Week	Term Exams – II & III Years	Conduct examinations, ensure student attendance and record marks
	Staff Council Meeting	Meeting of the Principal with Heads of Departments to review previous month's Activities and plan for current month's Activities
I Saturday	Staff Meeting	Meeting of the Principal with Staff
III Saturday	Swachha Bharath – SwachhaTelengana& Hobby Day	-Conducting specified activities -Rangoli competitions
		Academic Audit 2015-16 in all GDCs

JANUARY 2016

January 2016

Month & Date	Activity	Description
12 th	National Youth Day	Participation in Celebration of the Day
25 th	National Voters Day	Participation in Organize Programmes to Sensitize Students on Exercising the Franchise
26 th	Republic Day	Participation in Celebration of Republic Day
I Week	IQAC	IQAC Meeting with all the departments
I & II Week	Review Meetings at different Levels	Review of Academic, Administrative and financial aspects
Last Week	Pre-Final Exams - II & III Years	Conduct Pre-final examinations in theory & practical, ensure student attendance and record marks
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
III Saturday	Staff Meeting	Meeting of the Principal with Staff
IV Saturday	Swachha Bharath – Swachha Telangana	Cleaning of College Premises including Rooftops, Terraces, Overhead Tanks & Sumps
	Career Guidance Cell	Conducting Coaching Classes for Students to Prepare for EdCET/PGCET/Competitive Examinations Etc.

FEBRUARY 2016**February 2016**

Month & Date	Activity	Description
	IQAC	IQAC Meeting with All the Departments
II Week	Review Meeting at Different Levels	Review of Academic, Administrative and Financial Aspects
	Practical Exams – II & III Years	Commencement of University Practical examinations
	Performance Improvement Activities	Revision and Remedial Classes to Needy Students
	JKC & Career Guidance Cell	Organizing Campus Drives
III Week	Parents Meeting	Teachers Meet the Parents
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
III Saturday	Staff Meeting	Meeting of the Principal with Staff

MARCH 2016

March 2016

Month & Date	Activity	Description
8 th	International Women's Day	Conduct of Related Activities & Competitions for Students & Staff
	IQAC	IQAC Meeting with All the Departments
II Week	Review Meetings at Different Levels	Review of Academic, Administrative and Financial Aspects
II Week	University Exams – II & III years	Commencement of University Theory examinations (2013-14)
Last Week	Stock Verification	Stock Verification of Laboratories & Libraries
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
III Saturday	Staff Meeting	Meeting of the Principal with Staff

April 2016

APRIL 2016

Month & Date	Activity	Description
5 th	Babu Jagjivan Ram's Birthday	Participation in Celebrating the Day
14 th	Dr.B.R.Ambedkar's Birthday	Participation in Celebrating the Day
I Week	Preparation of Annual Academic Performance Report	Prepare of College Annual Academic Performance Report (AAPR) and submit soft copy to CCE
	IQAC	Preparation of IQAC Report, Upload to college Website and submission of Softcopy to naac.tgce@gmail.com
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	Conducting Coaching Classes for Students to Prepare for EdCET/PGCET/Competitive Examinations Etc.