



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

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**ACADEMIC CALENDER (2016 - 2017)**

**JUNE 2016**

<b>Month &amp; Date</b>	<b>Activity</b>	<b>Description</b>
2 <sup>nd</sup>	Telangana State Formation Day	Celebration from 1 <sup>st</sup> to 7 <sup>th</sup> June
5 <sup>th</sup>	World Environment Day	Conduct of Activities to create awareness among students on environment.
14 <sup>th</sup>	World Blood Donor Day	Red Ribbon Clubs will conduct activities to promote awareness among students and parents
21 <sup>st</sup>	International YOGA Day	Celebration
27 <sup>th</sup>	CBCS Orientation for First Year students	Commencement of I Semester Classes for 1 <sup>st</sup> 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 Institutional Plan for the Academic Year 2016-17	Preparation of Institutional Plan by incorporating all the activities given in CCE Academic Calendar (2016-17)
	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	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 GDCs 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

	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.
	Harivillu	Formation of Clubs/Kalavedikas Enrollment of students into different clubs
	IQAC	IQAC Meeting with all the departments
	Telangana Harithaharam	Planning & Organizing related activities in consultation with District authorities
	State Teacher Awards	Inviting proposals from Colleges/Universities
	Sports & Games: Maintenance of tracks and Sports equipment & Laying of new tracks and courts, Purchase of sports material	
IV Week	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/other important programmes
	Anti-Ragging campaign	Organizing Anti Ragging Campaign in the college premises
	DCEDRC	First Meeting of DCEDRC
<b>DEPARTMENTAL ACTIVITIES</b>		
16 <sup>th</sup>	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 2016-17

## 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	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.,
	Harivillu	Meeting of all clubs and preparation of action plan for 2016-17
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	Staff Meeting with Principal
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.
<b>DEPARTMENTAL ACTIVITIES</b>		
1 <sup>st</sup>	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 <sup>rd</sup> Saturday	MANA TV Special Live Telecast	Bio-diversity conservation/environment protection
July	Quality Enhancement Initiative – NAAC	Vist by Academic Cell members to GDCs on NAAC Assessment and Accreditation/other important programmes

## AUGUST 2016

Month & Date	Activity	Description
15 <sup>th</sup>	Independence Day Celebrations Academic Festival 2015-16	Conduct of Related Activities at College Level. Presentation of Awards to toppers in Academics(Subject Wise & Group Wise)
26 <sup>th</sup>	Women's Equal Day	Conduct of Related Activities by ICC
29 <sup>th</sup>	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
III Week	Field/Industry Visit	Organizing Field/Industrial Visit to Students
Last Week	I Unit Exams – 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	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	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
	ICC	Training to All Girl Students in Un-armed Combat Techniques

**DEPARTMENTAL ACTIVITIES**

1 <sup>st</sup> Week	State Level Review Meeting	Video Conference/Meeting – CCE With RJDCE & Principals
3 <sup>rd</sup> Saturday	MANA TV Special Live Telecast	Dial the doctor/dietician
August	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDC's on NAAC Assessment and Accreditation/other important programmes

## SEPTEMBER 2016

Month & Date	Activity	Description	
5 <sup>th</sup>	Teacher's Day	Celebration of Teacher's Day	
8 <sup>th</sup>	International Literacy Day	Organizing Inter/Intra/ College Fest	
15 <sup>th</sup>	TSKC		
22 <sup>nd</sup>	Hindi Divas Celebrations	Organizing Related Activities	
24 <sup>th</sup> Day	NSS Day	NSS Activities	
	CBCS	Internal Assessment	According to University Almanac
1 <sup>st</sup> 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 etc.,	
	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"> <li>Collection of Student Feedback on Every Teacher by IQAC</li> <li>Analysis and Action Taken by Principal</li> <li>Documentation for Academic Audit</li> </ul>	
	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	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	

		activities
III Saturday	Staff Meeting	Staff Meeting with Principal
IV Saturday	Swachha Bharath	Cleaning of College Premises including Rooftops, Terraces, Overhead Tanks & Sumps
September	Telengana Ku Haritaharam	Maintenance of Plants
<b>DEPARTMENTAL ACTIVITIES</b>		
1 <sup>st</sup> Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals
3 <sup>rd</sup> Saturday	MANA TV Special Live telecast	Dial CCE
I Week	State Teacher Awards	Presentation of Awards to Teachers on Teacher's Day
September	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programmes

## OCTOBER 2016

Month & Date	Activity	Description	
2 <sup>nd</sup>	Gandhi Jayanthi & Lal Bahadur Sastri Jayanthi	Celebrations of the Occasion	
	CBCS	last Instruction day of I Semester	According to University Almanac
	CBCS	Short Vacation	
	CBCS	Practical Examinations	
31 <sup>st</sup>	National Integration Day	Conduct of Related Activities	
1 <sup>st</sup> 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 Trainee, Coordinator or Mentor/Guest Lecturers etc.,	
	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	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	
October	DCEDRC	2 <sup>nd</sup> Meeting of DCEDRC	
	Telangana Ku Haritaharam	Maintenance of Plants	



**DEPARTMENTAL ACTIVITIES**

1 <sup>st</sup> Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals
3 <sup>rd</sup> Saturday	MANA TV Special Live Telecast	Stress Management and Life Skills Education
October	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programmes

## NOVEMBER 2016

Month & Date	Activity	Description	
	CBCS	Commencement of 1 <sup>st</sup> semester examinations	According to University Almanac
11 <sup>th</sup>	National Education Day	Conduct of Related activities	
14 <sup>th</sup>	Pandit Jawahar Lal Nehru Birthday/ World Diabetes Day	Conduct of Related Activities	
15 <sup>th</sup>	Job Mela	Job Mela to be organized at all ID Colleges	
14 <sup>th</sup> -20 <sup>th</sup>	National Library Week	<ol style="list-style-type: none"> <li>1. Organizing programs to inculcate reading habits</li> <li>2. Assignments to encourage students to visit libraries and use the resources to the maximum extent</li> </ol>	
	CBCS	Commencement of 2 <sup>nd</sup> semester classes	According to University Almanac
1 <sup>st</sup> Week	Communal Harmony/ College Social Responsibility Week	Conduct of related activities etc	
	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 <sup>nd</sup> Week	Review Meetings at different Levels	Review of Academic, Administrative and Financial Aspects.	
	DRC	IV Meeting	
3 <sup>rd</sup> 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
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
<b>DEPARTMENTAL ACTIVITIES</b>		
1 <sup>st</sup> Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals
3 <sup>rd</sup> Saturday	MANA TV Special Live Telecast	Methods/strategies/best practices adopted by colleges
November	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programmes

## DECEMBER 2016

Month & Date	Activity	Description
1 <sup>st</sup>	AIDS Day	Red Ribbon Club Conduct AIDS Awareness Programmes in collaboration with District Officials
10 <sup>th</sup>	Human Rights Day	Conduct of Related Activities
24 <sup>th</sup>	National Consumer Day	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
	TSKC	Commencement of TSKC training & Organizing Campus Drive
	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
	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	Swachha Bharath	Cleaning of College Premises including Rooftops, Terrace, Overhead Tank & Sumps
December	DCEDRC	3 <sup>rd</sup> Meeting of DCEDRC
	Telangana Ku Harithaharam	Maintenance of Plants
<b>DEPARTMENTAL ACTIVITIES</b>		
1 <sup>st</sup> Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals
3 <sup>rd</sup> Saturday	MANA TV Special Live Telecast	Preparation for competitive exams tips & strategies
December	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programmes

## JANUARY 2017

Month & Date	Activity	Description	
	CBCS	Short Vacation	According to University Almanac
12 <sup>th</sup>	National Youth Day	Celebration of the Day	
25 <sup>th</sup>	National Voters Day	Organize Programme to Sensitize Students on Exercising the Franchise	
26 <sup>th</sup>	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	
II Week	TSKC & Career Guidance Cell	Organizing Job fairs & Campus Drives	
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	
January	TSKC	*Organizing Campus Drives *TSKC Day – A PPT Presentation/Talk/Skit/Seminar to all Students (Class Wise) on Career Prospects by H.R. Representative/TSKC Trainee, Coordinator or mentor/ Guest lecturers Etc.	
	Career Guidance Cell	Conducting Coaching Classes for Students to Prepare for EdCET/PGCET/Competitive Examinations Etc.	
	Telangana Ku Harithaharam	Maintenance of Plants	
<b>DEPARTMENTAL ACTIVITIES</b>			
1 <sup>st</sup> Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals	
3rd Saturday	MANA TV Special Live Telecast	Focus on Examination Preparation and study opportunities in Higher Education	

Last Week	Review Meeting with All Academic Advisers	To review the Academic audit conducted both in GDCs & private aided colleges during 2016-17
January	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programmes

## FEBRUARY 2017

Month & Date	Activity	Description
15 <sup>th</sup>	Job Mela	Job Mela to be organized at all ID Colleges
21 <sup>st</sup>	Antarjaatiya Matru Bhasha Dinostavam	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
	Practical Exams – II & III yrs	Commencement of University Practical examinations
	Performance Improvement Activities	Revision and Remedial Classes to needy Students
	TSKC & Career Guidance Cell	Organizing 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
<b>DEPARTMENTAL ACTIVITIES</b>		
1 <sup>st</sup> 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 Programmes

## MARCH 2017

Month & Date	Activity	Description	
8 <sup>th</sup>	International Women's Day	Conduct of Related Activities & Competitions for Students & Staff	
	CBCS	Internal Assessment	According to University Almanac
		2 <sup>nd</sup> Semester – Last instruction day	
		Practical Examinations	
		Commencement of 2 <sup>nd</sup> Semester Examinations	
I Week	Budget Utilization	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	
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	
March	DCEDRC	4 <sup>th</sup> Meeting of DCEDRC	
	Telangana Ku Harithaharam	Maintenance of Plants	
<b>DEPARTMENTAL ACTIVITIES</b>			
1 <sup>st</sup> 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 Programmes	

## APRIL 2017

<b>Month &amp; Date</b>	<b>Activity</b>	<b>Description</b>
5 <sup>th</sup>	Babu Jagjivan Ram's Birthday	Celebrating the Day
14 <sup>th</sup>	Dr.B.R.Ambedkar's Birthday	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 <a href="mailto:naac.tgce@gmail.com">naac.tgce@gmail.com</a>
	Preparation of College Annual Academic Plan for 2017-18	Preparation of College Annual Academic Plan for 2017-18
	Preparation of DRC Annual Activity plan for 2017-18	Preparation of DRC Annual Activity plan for 2017-18
II Week	Preparation of Financial Plan for 2017-18	Preparation of Details of Income through different Sources, Expenditure and other requirements etc. Preparation of necessary proposals along with enclosures for submission for financial assistance from different agencies like UGC, RUSA, State Govt. etc. Keeping Proposals ready for additional requirements of the college
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
<b>DEPARTMENTAL ACTIVITIES</b>		
1 <sup>st</sup> Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDC & Principals



April	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important programmes
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## MAY 2017

Month & Date	Activity	Description
May 1 <sup>st</sup>	Publicity Campaign	<ul style="list-style-type: none"> <li>• Release of College Brochure by Dist. Collector</li> <li>• Campaigning through Brochures, Flexies, Scrolling in Local TV, Door to door canvassing for online Admissions etc.</li> </ul>
	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
<b>DEPARTMENTAL ACTIVITIES</b>		
4 <sup>th</sup> May	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals – Review on Admissions