



ACADEMIC CALENDAR – A.Y. 2024-25 (Part-II) (DBATU)

Activity Plan for B. Pharmacy



Sr. No.	Activity	Date	Dept.	Responsibility	Remarks
Pre-Commencement Activities					
A	Class Room Maintenance & Readiness	09/01/2025	B. Pharmacy	HOD	HODs should notify to authorities, in time and monitor the Progress
	Procurement of Student Facilities & Amenities.			Management coordinator, Store I/C, Principal	-
	Filling of Time Table in ERP software			Dept. TTC Member	TTC member should be in touch with system administrator.
	Display/Distribution of Time Table to Students/ Faculty & on college website			HOD & Website coordinator	Dean academics should verify it [Class, Lab., Master Time Table]
	Display of Divisions/Roll No/ Batches			Office	The duly signed student list to be forwarded to depts.
	Completion of Preventive / Breakdown Maintenance, Calibration, Installation of software etc.			Maintenance Engineer System Staff, Technical, Lab assts.	Lab in charges should be in touch with system staff. HOD need to verify and submit completion report to principal
	Course File Verification by HOD	10/01/2025	B. Pharmacy	HOD	HOD insures CO, PO & their attainment by subject in course file.
	Display of teaching plan in ERP		B. Pharmacy	All faculties/HODs	-
	Academic Affairs Committee Meeting		B. Pharmacy	Dean Academics	-

Course File Verification by Dean Academics	10/01/2025	B. Pharmacy	Dean Academics	Dean Academics verify contents & keep record.
Course File Verification by Principal		B. Pharmacy	Principal	-
Faculty Meeting about Academic & Other activities to be carried out during the term		B. Pharmacy	Principal	-
Display of teaching plan in ERP		B. Pharmacy	All faculties/HODs	-
Commencement of Classes	13/01/2025	B. Pharmacy	Dean Academics	Dean academics takes necessary steps for the coordination
HOD's Address to students-Information about department facilities and policies		B. Pharmacy	HOD	-
Clearing dues, College fees etc. by Students		B. Pharmacy	CC/DAC/HOD	-
Governing body Meeting	24/01/2025	B. Pharmacy	Admin	Principal, Management coordinator
Guest Lect. for SY & TY B Pharma - Experts from Industry /Teach/Research	28/01/2025	B. Pharmacy	DAC/TPO/HOD	HOD in concerned with TPO arrange the same
Holiday -Chhatrapati Shivaji Maharaj Jayanti	19/02/2025	-	-	-
Department Mentor Meeting-1	20/02/2025	B. Pharmacy	All Staff/DAC/HOD	The report of meetings needs to be kept ready.
Project Review 1		B. Pharmacy	Project Coordinators / Guides/ PACs	Evaluate UG Project through the Internal Panel
Holiday -Mahashiratri	26/02/2025	-	-	-
Attendance Shortage List	28/02/2025	B. Pharmacy	CC/DAC/HOD	-
First sessional Exam [Theory]	03/03/2025 To 08/03/2025	B. Pharmacy	All Faculties	First sessional exam is to be conducted by individual faculty & submit it exam section
1 st Sessional Marks submission to dept.	11/03/2025	B. Pharmacy	CC/DAC/HOD	-
Exam Form Filling for regular & supplementary exam	10/03/2025 To 15/03/2025	B. Pharmacy	Office	-
Holiday-Dhulivandhan	14/03/2025	B. Pharmacy	-	-
Alumini Meet 2025 at Bengloru	22/03/2025 & 23/03/2025	All Depts.	Alumni cell coordinator, HODs, staff	Alumini officer prepare report
Monthly review meeting of academic activities	28/03/2025	B. Pharmacy	Principal, Dean Academics, HODs	-
R&D Team meeting/ R&D activity/Review of Research Incubation Program activities		B. Pharmacy	Dean, R&D, R&D committee, HODs	Review of the consultancy projects and research progress
Industrial Visit for SY, TY & final B. Pharma		B. Pharmacy	DAC/TPO/HOD	Tour In charge prepare the Report

Holiday- Ramzan Eid	31/03/2025	-	-	-
Holiday – Bhagwan Mahavir Janmkalyanak	10/04/2025	-	-	-
NSS Camp	10/04/2025 To 14/04/2025	NSS students	NSS Officer	NSS officer prepare report
Holiday- Dr. Babasaheb Ambedkar Jayanti	14/04/2025	-	-	Celebration at University campus, Regional & Sub Centers & all affiliated Institutes
Holiday-Good Friday	18/04/2025	-	-	-
Annual Social Gathering	18/04/2025 To 20/04/2025	All Depts.	Dean Student Welfare	Dean Student Welfare will prepare detailed schedule for various events
Holiday – Easter Sunday	20/04/2025	-	-	-
Department Mentor Meeting-1	21/04/2025	B. Pharmacy	All staff	The report of meetings needs to be kept ready.
Monthly review meeting of academic activities	25/04/2025	B. Pharmacy	Principal, Dean Academics, HODs	-
Parent's Meet		B. Pharmacy	Principal, Dean Academics, HODs	-
Remedial classes	26/04/2025	B. Pharmacy	CC/DAC/HOD	-
Sports	To 27/04/2025	B. Pharmacy	Sports In charge	TSC- Coordinator will prepare schedule
Guest Lect. for <i>Final B Pharma</i> - Experts from Industry /Teach/Research	28/04/2025	B. Pharmacy	DAC/TPO/HOD	HOD in concerned with TPO arrange the same
Online Feedback		B. Pharmacy	-	-
Self Defense Training for Female Students		B. Pharmacy	Grievances Cell	Grievances Cell Coordinator arrange the same
Monthly review meeting of academic activities		B. Pharmacy	Principal, Dean Academics, HODs	-
R&D Team meeting/ R&D activity/Review of Research Incubation Program activities		B. Pharmacy	Dean, R&D, R&D committee, HODs	Review of the consultancy projects and research progress
Holiday-Maharashtra Day	01/05/2025	-	-	-
Second sessional Exam [Theory]	05/05/2025 To 10/05/2025	B. Pharmacy	All Faculties	Second sessional exam is to be conducted by individual faculty & submit it exam section
Holiday- Buddha Pournima	12/05/2025	-	-	-
2 nd Sessional Marks submission to dept.	13/05/2025	B. Pharmacy	CC/DAC/HOD	-
Notification of Final Detention List for B Pharmacy	15/05/2025	-	-	-

End of Classes	17/05/2025	-	-	-
Infrastructure Feedback	19/05/2025	B. Pharmacy	Dean Infrastructure	-
Submission of Model Que Paper to Students & Library		B. Pharmacy	Librarian/HOD	Librarian is need to make available to students
Internal Term work Checking & submission	20/05/2025 To 23/05/2025	B. Pharmacy	All Faculties	-
End semester Practical Examinations & Project work presentation with viva-voce	26/05/2025 To 31/05/2025	B. Pharmacy	Dean Examination	Dean Exam is need to display exam schedule in concerned with university
Holiday – Bakari Eid	07/06/2025	-	-	-
End Semester Theory Regular & supplementary Examination	05/06/2025 To 18/06/2025	B. Pharmacy	Dean Examination	Dean Exam is need to display exam schedule in concerned with university
Sub. of certificates (STTP/Conf./Workshop etc.) to dept.	19/06/2025	B. Pharmacy	All Faculties	-
Submission of course file, CC's notebook to dept.		B. Pharmacy	Faculties & CCs	-
Academic Advisory committee Meeting		B. Pharmacy	HOD/Dean Academics	Discussion on PO/PSO attainment of 2022-23
Holiday - Moharam	06/07/2025	-	-	-
Commencement of Classes for Next Semester	10/07/2025	All Depts.	-	-

N.B.

** Students having attendance less than 75 % before the declaration of Attendance Shortage List shall not be allowed for respective 1st & 2nd Sessional exam.*

*** Students should clear their tuition fee for A.Y. 2024-25 in complete on or before 30th Mar 2025. Failure to this, these students will not be allowed to take Internal tests, participate in Training & placement activities.*

- Faculties should practice interactive & innovative methods in the classes as defined in their course files.
- Faculties should cover 100% syllabus as per University Question Paper to score full marks.
- Faculties should maintain daily class conduction report with date, number of students present; topics covered
- Faculties having lab load must conduct practical with providing videos, You-tube & materials from IITs.
- Faculties should be present 5 minutes before the commencement of their respective classes & also complete lecture within time.
- Faculties should fulfill all activities / events / workshops as assigned to them by HOD / Principal.
- Class Counselor should maintain records of students counseling in a separate diary for meetings.
- Faculties should make alternative arrangements of class / lab before availing CL/SPL without fail.
- 100% Lab. Conduction & attendance is mandatory for submission of term work.



Dr. D. D. Date

Dean Academics

Dr. D. D. DATE

B.E.(Mech.),M.E.(Design),Ph.D.

Dean Academics

College of Engineering, Osmanabad



Dr. V. V. Mane

Principal

Dr. V. V. Mane

Principal

**College of Engineering
Osmanabad, A.P.**

Copy to

1. CEO, TPCT
2. All Depts. - for necessary actions
3. Dean Infrastructure, Dean Student welfare & Dean Examination
4. TCS sport coordinators
5. Staff Circulation Copy
6. Office Copy
7. Notice Board
8. Web Copy

Summary: 1) Total Working Days: 90

- 2) Examination, Placement, Training, Workshop, FDP, and R & D activities are mentioned however separate schedule can be maintained by respective heads.
- 3) Expected instructional days: 75