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Knowledge to Empower

TPCT's College of Engineering, Solapur Road, Osmanabad.

ACADEMIC CALENDAR – A.Y. 2024-25 (Part-II) (DBATU)
Activity Plan for *B. Tech.*

Sr. No.	Activity	Date	Dept.	Responsibility	Remarks
	Pre-Commencement Activities				
A	Class Room Maintenance & Readiness	25/02/2025	All Depts.	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
	Governing body Meeting	26/02/2025	All Depts.	Admin	Principal, Management coordinator
	Course File Verification by HOD	27/02/2025	All Depts.	HOD	HOD insures CO, PO & their attainment by subject in course file.
	Display of teaching plan in ERP		All Depts.	All faculties/HODs	-
	Academic Affairs Committee Meeting		All Depts.	Dean Academics	-

Activity	Date	Department	Responsible	Remark
Course File Verification by Dean Academics	28/02/2025	All Depts.	Dean Academics	Dean Academics verify contents & keep record.
Course File Verification by Principal		All Depts.	Principal	-
Faculty Meeting about Academic & Other activities to be carried out during the term		All Depts.	Principal	-
Display of teaching plan in ERP		All Depts.	All faculties/HODs	-
Commencement of Classes	03/03/2025	All Depts.	Dean Academics	Dean academics takes necessary steps for the coordination
HOD's Address to students-Information about department facilities and policies	03/03/2025	All Depts.	HOD	-
Clearing dues, College fees etc. by Students		All Depts.	CC/DAC/HOD	-
Holiday-Dhulivandhan	14/03/2025	All Depts.	-	-
Alumini Meet 2025 at Bengloru	22/03/2025 & 23/03/2025	All Depts.	Alumni cell coordinator, HODs, staff	Alumini officer prepare report
Guest Lect. for *SY B Tech* - Experts from Industry /Teach/Research	24/03/2025	All Depts.	DAC/TPO/HOD	HOD in concerned with TPO arrange the same
C^{++} Training for all T.Y. B. Tech. students	24/03/2025 To 29/03/2025	All Depts.	Dept TPO/TPO	Dept TPO should take necessary steps
Department Mentor Meeting-1	28/03/2025	All Depts.	All Staff/DAC/HOD	The report of meetings needs to be kept ready.
Project Review 1		All Depts.	Project Coordinators / Guides/ PACs	Evaluate UG Project through the Internal Panel
Holiday-Gudipadawa	30/03/2025	-	-	-
Holiday- Ramzan Eid	31/03/2025	-	-	-
*Attendance Shortage List-I	02/04/2025	All Depts.	CC/DAC/HOD	-
CA-I	03/04/2025 To 04/04/2025	All Depts.	All Faculties	CA-I is to conducted by individual faculty & submit it exam section
CA-I Marks submission to dept.	08/04/2025	All Depts.		
Shri Ram Navami	06/04/2025	-	-	-
Holiday – Bhagwan Mahavir Janmkalyanak	10/04/2025	-	-	-
NSS Camp	10/04/2025 To 14/04/2025	NSS students	NSS Officer	NSS officer prepare report

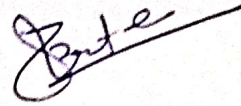| Activity	Date	Depts.	Responsible	Remarks
Holiday- Dr. Babasaheb Ambedkar Jayanti	14/04/2025	-	-	Celebration at University campus, Regional & Sub Centers & all affiliated Institutes
Holiday – Good Friday	18/04/2025			
Annual Social Gathering	18/04/2025 To 20/04/2025	All Depts.	Dean Student Welfare	Dean Student Welfare will prepare detailed schedule for various events
Holiday – Easter Sunday	20/04/2025			
Holiday-Maharashtra Day	01/05/2025	-	-	-
Mid Semester Examination	02/05/2025 To 07/05/2025	All Depts.	All Staff/DAC/HOD	-
Display of Mid Semester marks to students Letters & SMS to Parents @ Attendance of MSE	09/05/2025	All Depts.	CC/DAC/HOD	-
Holiday- Buddha Pournima	12/05/2025	-	-	-
CA-II	15/05/2025 To 16/05/2025	All Depts.	All Faculties	CA-I is to conducted by individual faculty & submit it exam section
CA-II Marks submission to dept.	19/05/20225	All Depts.		
Monthly review meeting of academic activities	20/05/2025	All Depts.	Principal, Dean Academics, HODs	-
Parent's Meet		All Depts.		
Department Mentor Meeting-1		All Depts.	All staff	The report of meetings needs to be kept ready.
Monthly review meeting of academic activities	23/05/2025	All Depts.	Principal, Dean Academics, HODs	-
R&D Team meeting/ R&D activity/Review of Research Incubation Program activities		All Depts.	Dean, R&D, R&D committee, HODs	Review of the consultancy projects and research progress
Industrial Visit for SY & TY B. Tech		All Depts.	DAC/TPO/HOD	Tour In charge prepare the Report
Remedial classes	24/05/2025 To 26/05/2025	All Depts.		
Sports		All Depts.	Sports In charge	TSC- Coordinator will prepare schedule
Guest Lect. for TY B Tech - Experts from Industry /Teach/Research	30/05/2025	All Depts.	DAC/TPO/HOD	HOD in concerned with TPO arrange the same
Online Feedback		All Depts.	-	-
Self Defense Training for Female Students		All Depts.	Grievances Cell	Grievances Cell Coordinator arrange the same
Monthly review meeting of academic activities		All Depts.	Principal, Dean Academics, HODs	-
R&D Team meeting/ R&D activity/Review of Research Incubation Program activities		All Depts.	Dean, R&D, R&D committee, HODs	Review of the consultancy projects and research progress

Holiday – Bakari Eid	07/06/2025	-	-	-
Infrastructure Feedback	10/06/2025	All Depts.	Dean Infrastructure	-
Submission of Model Que Paper to Students & Library		All Depts.	Librarian/HOD	Librarian is need to make available to students
Notification of Final Detention List for Engineering	16/06/2025	All Depts.	HOD/Principal	-
Internal Term work Checking & submission	Up to 19/06/2025	All Depts.	All Faculties	-
End of Classes	20/06/2025	-	-	-
Practical/Project/Seminar Examinations	21/06/2025 To 23/06/2025	All Depts.	Dean Examination	• All examinations will be conducted in Offline mode unless otherwise stated • Dean Exam is need to display exam schedule in concerned with university
End Semester Examination	24/06/2025 To 03/07/2025	All Depts.	Dean Examination	• All examinations will be conducted in Offline mode unless otherwise stated • Dean Exam is need to display exam schedule in concerned with university
Holiday - Moharam	06/07/2025	-	-	-
Sub. of certificates (STTP/Conf./Workshop etc.) to dept.	10/07/2025	All Depts.	All Faculties	-
Submission of course file, CC's notebook to dept.		All Depts.	Faculties & CCs	-
Academic Advisory committee Meeting		All Depts.	HOD's	Discussion on PO/PSO attainment of 2022-23
Commencement of Classes for Next Semester	01/08/2025	All Depts.	-	-

N.B.

   * Students having attendance less than 75% before the declaration of Attendance Shortage List shall not be allowed for respective CA-I & II, MSE (Engg.).
   ** Students should clear their tuition fee for A.Y. 2024-25 in complete on or before 20th 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.
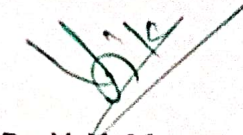- 100% Lab. Conduction & attendance is mandatory for submission of term work.

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

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