



Progressive Education Society's
Modern College of Engineering, Shivajinagar, Pune

Institutional Academic Planner
AY 2022-23 Sem I

Academic Activities and its planning are as follows:

Activity	Period/Frequency
HOD Meeting with faculty	Prior to term commencement
Student's registration and its reporting	First week of commencement
Academic review	Monthly (Thrice a term)
Academic Planning Committee Meeting with Vice Principal	Monthly, Prior to term commencement and at the end of term
Peer Feedback	Once a term
Mentor mentee meeting	Monthly (Thrice a term / need based during pandemic)
Assessment of Curriculum (Theory + Practical)	Thrice a term
Parents meet	Once a term
TE Seminar reviews as per SPPU norms	As per the need of course
BE Project reviews as per SPPU norms	As per the need of course
Feedback by students about Faculty	Twice a term
Feedback by students about Course (Course Exit)	End of term
Mock oral practical exams and final submission	End of term
Submission of Term Closure Report	End of term
Completion of Student Profile Booklet	End of term

Following points to be noted:

- Activities for slow and advanced learners to be conducted continuously throughout the term.
- SPPU Examination will be scheduled as per SPPU notification.

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Sr. No.	Planned Date/Week	Class	Academic Activity
1	11/07/2022		Academic Planning & Development Committee Meeting
2	14/07/2022	TE, BE	Display of Time Table
3	13/07/2022		HOD meeting with Faculty members
4	18/07/2022	TE, BE	Commencement Term and Registration through ERP
5	20/07/2022	TE, BE	Academic Planning & Development Committee Meeting about Registration Followup
6	18 - 23/07/2022	TE, BE	Orientation Program
7	18 - 23/07/2022	TE, BE	Curriculum Booklet Circulation
8	01 - 06/08/2022	TE, BE	Mentor Mentee Meeting
9	11/08/2022	SE	Display of Time Table
10	17/08/2022	SE	Term I commencement
11	17 - 20/07/2022	SE	Orientation Program
12	17 - 20/07/2022	SE	Curriculum Booklet Circulation
13	18/08/2022	TE, BE	Monthly Academic Review
14	22 - 27/08/2022	TE, BE	Peer Feedback
15	22 - 27/08/2022	TE, BE	Assessment I (Unit 1 and 2)
16	24/08/2022		Academic Planning & Development Committee Meeting about Registration Followup
17	17/09/2022	SE, TE, BE	Monthly Academic Review
18	19/09/2022		Academic Planning & Development Committee Meeting
19	05 - 10/09/2022	SE, TE, BE	Mentor Mentee Meeting
20	05 - 10/09/2022	TE, BE	Mid Term Faculty Feedback from students
21	19 - 24/09/2022	TE-BE	Part Submission
22	19 - 24/09/2022	SE	Assessment I (Unit 1 and 2)
23	19 - 24/09/2022	SE	Peer Feedback
24	26/09 - 01/10/2022	TE-BE	Assessment II (Units 3 and 4)
25	03 - 08/10/2022	SE, TE, BE	Mentor Mentee Meeting
26	03 - 08/10/2022	SE	Mid Term Faculty Feedback from students
27	07/10/2022	TE, BE	Display submission schedule
28	10/10 to 15/10/2022	TE, BE	Assessment III (Units 5 and 6)
29	10/10 to 15/10/2022	TE, BE	Course Exit and End Term Feedback from Students
30	17/10/2022	SE, TE, BE	Monthly Academic Review
31	17/10 - 21/10/2022	SE	Assessment II (Unit 1 and 2)
32	17/10 - 21/10/2022	TE, BE	Final Submission
33	19/10/2022		Academic Planning & Development Committee Meeting
34	31/10 to 05/11/2022	SE	Part Submission
35	31/10 to 05/11/2022	SE	Mentor Mentee Meeting
36	08/11/2022	TE, BE	Term End

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37	17/11/2022	SE	Monthly Academic Review
38	17/11/2022	SE	Display submission schedule
39	21/11/2022		Academic Planning & Development Committee Meeting
40	21/11 to 26/11/2022	SE	Assessment III (Units 5 and 6)
41	21/11 to 26/11/2022	SE	Course Exit and End Term Feedback from Students
42	28/11 to 03/12/2022	SE	Final Submission
43	10/12/2022	SE	Term End
44	19/12/2022		Academic Planning & Development Committee Meeting
45	24/12/2022		Term Closure report submission by departmental Academic Co-ordinator to Central Academic Committee

Note:

- Periodic Assessment tools (Unit Tests/MCQ/ Presentations/ Hands on/ Mini Projects Activity etc.) are at the discretion of departmental end as per the necessity.
- Faculty Development Programs to be conducted prior to the term commencement and after the term conclusion.
- Every mentor has to update the Student Profile Booklet after declaration of SPPU results.

Principal
Principal
Dr. Mrs. K. R. Joshi

Vice-Principal
Vice-Principal
Dr. Mrs. N. R. Kulkarni

Academic Monitoring I/C
Academic Monitoring I/C
Dr. Mrs. V. V. Khatavkar
Mrs. S. A. Kulkarni