Modern Education Society Pune - 411 001
Name of the Departmen:Computer Engineering
Academic Calender 2019-20 Term -II

Starting Date: - 16/12/2019 Concluding Date: - 11/04/2020

Sr No	College Development Cell	Cell Activity	Cell Activity Details	College Development Cell activity Coordinator	Departmental Primary/ Secondary Coordinator	Department Committee Member	December					January				February				March					April				Goal	Resources Funds	Sign
							W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W			
							-2	-1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21			
I	Academic Monitoring / Examination Cell	Academic Monitoring & Action	Workload Destribution & inform to faculty	Dr. P. P. Mane	RMW/ SPD	NFS,DDA																								
			Preparation of Time table & Display			MGD,DDA																								
			Allotment of class, parent teachers, Course coordinator			SKW,RMW																								
			Confirmation of roll numbers & online attendance sheet			JRP,SSR,GSP																								
			Attendance Monitoring Report - I (W-2)			RMW,SK																								
			Non reported students List & reporting to parents			RMW,SK																								
			Attendance Monitoring Report - II (W-4)			RMW,SK																								
			Display & Councelling of Low Attedance students			RMW,SK																								
			Attendance Monitoring Report - III (W-8)			RMW,SK																								
			Display & Councelling of Low Attedance students & parents			RMW,SK																								
			Parents Meet			RMW,SK																								
			Mid term Submission			RMW,SK																								
			Attendance Monitoring Report - IV (W-12)			RMW,SK																								
			Display & Councelling of Low Attedance students			RMW,SK																								
			Remedial Classes & Councelling for Non reported students			GBD																								
			Attendance Monitoring Report - V (W-15) FINAL			RMW,SK																								
			Prov. Detention List -Communicate & Councelling			RMW,SK																								
			Final detention List			RMW,SK																								
			Term End Report			RMW,SK																								
		Academic Audit	Academic Audit to review quality of academic processes	Dr. S.S. Sarawade	RAK/ MGD	RAK,GBA																								
			Current sem Course file Checking			SPD,MGD																							5,000	
			Course file checking of last semester with final result			SPD,MGD																								
			Mid term Feedback and its corrective action			SPD,SK,SI																								
			End term Feedback and its corrective action			SPD,SK,SI																								
		Examination (Internal / External)	Student data	Dr. K. S. Tiwari, Mr. R. B. Chormule	SRK/ MAM	JRP,SSR,GSP																								
			Result Data Analysis and Action plan			GBD																								
			Mid Term Test (Internal)			BM,MM																								
			Display Marksheet & Analysis with action plan			BM,MM																								
			Univ In-Sem Examination and mark entry with Analysis			GBD																								
			End Term Exam - Internal			BM,MM																								
			Display Marksheet - End term Internal with Analysis			BM,MM																								
		Accreditation Process	Forms & format development	Dr. A.C.Mitra	SKW	SK,YSI																								
			Compliance status & planning			SK,YSI																								
			Monitoring of accreditation processes			SK,YSI																								
		B.E. Project		Dr.S.S.Sarawade/ Dr. S.K.Wagh	SPK	SSR,MSS																								
		DSR Verification, Consumable item stock Verification		Dr. S.B.Sharma	ASK	YSI																								
		Lab Maintenance and Lab ambiance records				GSP																								
		Consultancy		Dr. S. H. Gawande	GSP	JRP,RMW																								
		MOU with Industry/ Institute/ Research Organisation				SKW,MM																								
		Grants from UGC/AICTE/BCUD/Govt Organisation/Industry				SKW,MM																								
		Revenue Generation-Internal and External				GSP																								
		FDP / Support Staff Trainig/ Student Technical Skill development training				GBD,GBA, JM,GSP																							85,000	

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							W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W	W			
							-2	-1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21			
II	Interaction with Outside world Cell	Guest Lecture / Industrial Visit			SSR	SSR,MAM,YSI , MM,SBS,ADD																									1,13,600	
		Conference, Publication				BKB																									1,00,000	
		Incubation / EDP		Dr. J. R. Pansare	RMW	JRP, MM																									5,000	
		R&D / Innovation				SKW/JRP																									90,000 (Shodh-40,000 & Petant-50,000)	
		Others																														
III	Student Development Cell	Placement		Dr. A.C.Mitra	GSP/ DDA	GSP, DDA,MSS																									5,25,000	
		CRT			SRK/ DDA	SRK,DDA																										
		Higher Education/Competetive exam Guidance, Expert talk related to place				SRK,DDA																										
		Admission/ Promotion/ WebSite updation / Qality Ranking of Institute		Dr.V.N. Raibhole	DDA	DDA																										
		Alumni Association		Dr. S.K. Wagh	RAK/ MSS	RAK,MSS																										
		Others																														
IV	Co / Extra Curricular Activity Cell	Robo club		Dr. V.J. Sonawane	ADD	MGD,ADD																										
		Baja / E - Baja																													NA	
		Professional student society Association				SRK,SBS,DDA																									Nil	
		Magazine		Mr. K. A. Mahajan	APK	APK																									20,000	
		Astitva				SI																									5,000	
		Jhankaar				APK,SBS																									3,00,000 (College Level)	
		Newsletter				APK																									Nil	
		NCC / Sports		Mr. B.K.Bodkhe	SBS/ GBA	ASK																										
		NSS / Student welfare				SBS/GBA																									30,000	
		Others																														

HOD

Principal