Modern Education Society's Wadia College of Engineering, Pune - 411 001

Department: Computer Engineering **Academic Year : 2024-25 Sem-II**

Academic Calendar **Sem Start Date: 01/01/2025** **Sem End Date: 26/04/2025**

Sr No	Institutional Development Activity	Activity Details	IDC Department Coordinator	Department Committee	Detailed Activities	Planned Week	Planned Date
					Academic Activity		
1	Academic Monitoring / Examination Cell	Academic Monitoring, Academic Audit	SRK	NFS, SBS	Workload Distribution & inform to faculty	W-1, W0	23-12 to 04-01
				SBS, CYV	Preparation of Academic Calendar, Time table & Display	W0,W1	29-12 to 04-01
				SRK STC SAS CYV AKS	Allotment of class, parent teachers, Course coordinator	W0, W1	29-12 to 04-01
					Attendance Monitoring (Monthly Defaulters list & Action Plan)	W6, W12, W15	03-02 to 08-02 03-03 to 08-03 01-04 to 05-04 21-04 to 26-04
					Parents Meet		03-03 to 08-03
					Mid/End term Feedback & its corrective action	W9, W16	24-02 to 28-02 14-04 to 19-04
				APK, SPD, DDA	Academic Audit to review quality of academic processes (Course & Department level Files)	W8	17-02 to 22-02
				SSR, RHS	Annual Department Report	W15	07-04 to 12-04
2	Academic Monitoring / Examination Cell	Examination / Result Analysis / Students Data	SPK	BKB, SSR, GSP	Student data (Confirmation of Roll Call)	W1	01-01 to 04-01
				SPK MSS BFM MSU AAS	Result Data Analysis and Action plan (Remedial Classes)	W8	17-02 to 22-02
					Mid Term Test (Internal)	As declared by SPPU	As declared by SPPU
					Display Marksheet & Analysis with action plan	As declared by SPPU	As declared by SPPU
					Univ In-Sem Examination and mark entry with Analysis	As declared by SPPU	As declared by SPPU
					End Term Exam - Internal	W14	31-03 to 05-04
					Display Marksheet - End term Internal with Analysis	W16	14-04 to 19-04
		B.E. Project /PBL//Internship	SPD	SPD, SSR, STC	BE Project	W4 to W15	20-01 to 12-04
				SPD, SSR, KAJ	TE Seminar	W4 to W15	20-01 to 12-04
				APK, STC	PBL	---	20-01 to 12-04
				SPD, GBA, KAJ	Internship	---	01-01 to 12-04
		Industrial Visit/ SDP/ Guest Lecture/ Student Association chapter	SSR	SSR, AAS, KAJ RGT, VDG SDB	Guest Lecture / Expert Talk	W2, W4, W6, W10, W12	06-01 to 11-01 20-01 to 25-01 03-02 to 08-02 03-03 to 08-03 17-03 to 22-03
				SBS, ADD, AKS	Industrial Visit	W10, W12	03-03 to 08-03 17-03 to 22-03
				SBS, DDA, SDB	Professional Student Society Association -CSI/ACM/SAE/ISTE/IET etc	W4, W10	20-01 to 25-01 03-03 to 08-03

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				BKB, GBA, MSU, VDG	Student Workshop, Student Technical Skill Development Training	W3 , W5, W11	13-01 to 18-01 27-01 to 01-02 10-03 to 15-03
				GSP, AAS, RGT, RHS, MSU	ACE/ETSA/MESA	W11	10-03 to 15-03
		Accreditation Process & Quality Ranking	RMW	RMW, SAS	NBA	W1 to W15	01-01 to 12-04
				APK, BFM	NAAC	W1 to W15	01-01 to 12-04
				RMW, MSU, RGT	NIRF		01-01 to 12-04
				RMW, KAJ	ARIIA	W1 to W15	01-01 to 12-04
				**Industry Institute Interaction**			
		Consultancy / MOU / Grants / Rev. Generation/FDP / Conference / Publications/ Technical/Office Staff Training	JRP	JRP, SDB	MOU with Industry/ Institute/ Research Organisation	W1 to W15	01-01 to 12-04
				JRP, ADD	Grants/ Consultancy/ Revenue Generation	W1 to W15	01-01 to 12-04
				BKB, GBA, VDG, MSU	FDP / STTP	W09, W13	24-02 to 01-03 24-03 to 28-03
3	Interaction with Outside world Cell			JRP, KAJ	Technical Support & Office Staff Training	W10	03-03 to 08-03
				GSP, ADD, MSS	Conference-RACE-2025	-	03-03 to 08-03
				JRP, BFM	Publications	W1 to W15	01-01 to 12-04
				RMW, MSU, KAJ	Incubation		
		R&D / Innovation / EDC/Incubation/ International Colabaration	RMW	RMW, MSU, KAJ	Entreprenureship Devlopment Programme		
				JRP, RGT, VDG	R&D / Innovation		
		Alumni Association	SKW	SKW, MSS	Alumni Association		03-03 to 08-03
				Student Development and Placement			
		Placement/CRT	GSP	GSP, DDA, MSS, SAS	Placement	W1 to W15	01-01 to 12-04
					Campus Recruitment Training	W-2 to W12	01-01 to 12-04
					Guidance for higher studies & Competitive Exams	W9 to W12	24-02 to 22-03
4	Student Development and Placement	All Clubs	BKB	BKB, JRP ADD BFM STC	Google Developer Student Club	W1 to W13	01-01 to 12-04
					Robo Club		
					Tech Verse Club		
					Code Storm Club		
				SBS, ADD	Smart India Hackaton		

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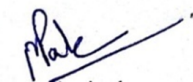
Sr No	Institutional Development Activity	Activity Details	IDC Department Coordinator	Department Committee	Detailed Activities	Planned Week	Planned Date
5	Student Development and Placement	Magazine/Astitva/ Jhankaar/ Newsletter/ NSS/student welfare/ Sports/ Medical Test (FE&DSE)	APK	APK, VDG	Magazine	W7, W15	10-02 to 15-02 07-04 to 12-04
				APK, AAS	Newsletter	W7, W15	10-02 to 15-02 07-04 to 12-04
				APK, AKS	Astitva		
				APK, RHS, AKS	Day Celebration	W3, W7, W8, W12	13-01 to 18-01 10-02 to 15-02 17-02 to 22-02 17-03 to 22-03
				APK, VDG	Jhankaar		
				BKB, VDG	NCC / Sports	W1 to W15	01-01 to 12-04
				SBS	NSS	W1 to W15	01-01 to 12-04
				SKW, GBA	Student Welfare	W1 to W15	01-01 to 12-04
				BKB	Medical Test (only for FE and DSE)		10-02 to 15-02
Administration							
6	Administration	WebSite/Social Media Marketing /Publicity		SRK, RHS, MSS	Departmental Website Monitoring	W1 to W15	01-01 to 12-04
		Housekeeping & Maintenance		GSP, CYV	Department Ambience	W1 to W15	01-01 to 12-04
				SRK, CYV	Lab Maintenance	W1 to W3	01-01 to 18-03
		DSR Verification, Consumable records		SRK, CYV	Lab DSR verification	W16	14-04 to 19-04
		Purchase Cell		SPK, ADD	Departmental Purchase	W1 to W15	01-01 to 12-04
		Library		RMW, RGT	Library Usage	W16	14-04 to 19-04
		Departmental ERP		RMW	Departmental ERP Monitoring	W1 to W15	01-01 to 12-04
		Departatment Meeting Book Maintenance		SPK, RHS	Preparation of MoM	W1 to W15	01-01 to 12-04

Coordinator　　　　　　　　　　　　　　**Head of Department**　　　　　　　　　　　　　　**Principal**