



Vivekananda Government Degree College

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ACADEMIC CALENDAR (2019 -20)

JUNE 2019

Month & Date	Activity	Description
2nd	Telangana State Formation Day	Celebration by hoisting National Flag in all Government Degree Colleges of Telangana State
5 th	World Environment Day	Conduct of Activities to create awareness among students on environment.
14th	World Blood Donor Day	Red Ribbon Club shall conduct activities to promote awareness among students and parents
21 st	International YOGA Day	Celebration of Yoga day
I Week	DOST Online Admissions	Commencement of online Admissions.
	Preparation of Institutional Plan for the Academic Year 2018-19	Preparation of Institutional Plan by incorporating all the Activities given in Academic calendar 2019-20 circulated by the CCE, TS, Hyderabad.
	Preparation of Annual Curricular Plan (Lecturer wise)	Preparation of Lecturer wise Annual Curricular plan incorporating Curricular, Co-Curricular and Extra-Curricular Activities as per formats Provided. Preparation of NCC/NSS/Other Annual Action Plan
	College Level Review Meeting by Principal	One day workshop to faculty on Implementation of CBCS- Review of Department wise Annual Curricular Plans-share & discuss innovative teaching learning techniques etc.
II Week	District Level Review Meeting by ID College Principal	Review of all colleges in the district by ID College Principal_ Finalization of Annual DRC activities plan.
	Review Meeting by RJDCE	Review of all colleges under jurisdiction through ID Principals

	Commencement of Classes for II- & III-year Students	Annual Curricular Plans shall be followed strictly & reflected in Teaching Diary and Teaching Notes
III week	Result Analysis	College Level& Department wise Result Analysis and submission to O/o CCE. Planning for Remedial teaching.
	IQAC	IQAC Meeting with all the departments
	Swach Bharath (Clean & Green)	Cleaning of campus by involving the students and staff.
	State Teacher Awards	Inviting proposals from colleges/ Universities
IV Week	Quality Enhancement Initiatives- NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/other important program.
	Anti-Ragging Campaign	Organizing Anti Ragging Campaign in the college Premises.
	DRC	First Meeting of DRC
DEPARTMENTAL ACTIVITIES		
16 th	State Level Review Meeting	Video Conference/ Meeting CCE with RJDCE & Principal
III Week	MANA TV	Topic Selection Workshop to prepare the Annual MANA TV Schedule for 2018-19 by CCE TS

JULY 2019

Month & Date	Activity	Description
1 st	Commencement of Class Work	Commencement of Class Work-I, III& V Semesters
I Week	1.Review Meeting at Different Levels	Review of Academic, Administrative and Financial Aspects recording student Progression
	2.Student Progression	
	IQAC	Meeting of IQAC Executive Body
	Students Representatives Meeting	Nomination of Select Students on Committees like Academic, Sports, Cultural, Literary etc.
II Week	Commencement of Student Centric Activities	Class Room Seminars, Study Projects, Field Trips and Competitions
	Harivillu	Meeting of all clubs and preparation of Action Plan for 2018 - 19
III Week	Medical Camp	Medical Camp in Collaboration with District Health Officials
	Extension Activities & College Social Responsibility Cell	Enrolment of Students into NCC/NSS Organizing Related Activities
I Saturday	Staff Council Meeting	Principal Meeting with Heads of Departments to review previous month's Activities and plan for Current Month's Activities
III Saturday	Staff Meeting	Staff Meeting with Principal
IV Saturday	Swachha Bharath	Cleaning of College Premises including roof tops, terraces, overhead & tanks by students and staff
July	Telangana Ku Haritaharam	Organizing Plantation program in Consultation with District Authorities
	TSKC Day	Awareness Programme on Career Prospects by TSKC Coordinator/Mentor

DEPARTMENTAL ACTIVITIES		
1 st	MANA TV	Commencement of Telecast of MANA TV Live Lessons
I Week	Incentives & Awards	Honouring State Topper Students- University Wise
II Week	State Level Review Meeting	Video Conference/Meeting- CCE with RJDCE & Principals
3 rd & 4 th Week	TSAT Nipuna Live Telecast	Follow the Schedule of CCE
July	Quality Enhancement Initiatives-NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/other important Programs
	State Teacher Awards	Inviting proposals from colleges/Universities
IV Week	Quality Enhancement Initiatives-NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/other important program
	Anti-Ragging Campaign	Organizing Anti Ragging Campaign in the College Premises
	DCEDRC	First Meeting of DCEDRC
DEPARTMENTAL ACTIVITIES		
16 th	State Level Review Meeting	Video Conference/Meeting-CCE with RJDCE & Principal
III Week	MANA TV	Topic Selection Workshop to prepare the Annual MANA TV Schedule for 2018-19 by CCE TS

AUGUST 2019

Month & Date	Activity	Description
15 th	Independence Day Celebrations Academic Festival 2019-20	Conduct of Related Activities at College Level. Presentation of Awards to toppers in Academics (Subject Wise & Group Wise)
26 th	Women's Equal Day	Conduct of Related Activities by ICC (Internal Complaints Committee)
26 th	I Internal Assessment Test	Conduct of Tests and Record the marks obtained
29 th	Telugu Bhasha Dinostavam	Conduct of Related Activities.
I Week	DRC	II Meeting
	IQAC	IQAC Meeting with all the departments
I & II Week	Review Meetings at different Levels	Review of Academic, Administrative and Financial Aspects
	Harivillu	Meeting of All Clubs – Review and Progress
III Week	Field/Industry Visit	Organizing Field/Industrial Visit to Students
Last Week	Assignments – II- & III-year Students	Conduct of Examinations and Recording of Marks in the Proforma Provided
	Add-On Courses	2 Day Workshop to Students by each Department
	Consumer Awareness Programmes	Inter-collegiate/Inter-departmental Activities
	Career Counseling Programs	Display of Notifications on College Wall Magazine & Guidance for Application
I Saturday	Staff Council Meeting	Principal Meeting with Heads of Departments to review previous month's Activities and Plan for Current Month's Activities
III Saturday	Staff Meeting	Staff Meeting with Principal
IV Saturday	Swacha Bharath	Cleaning of College Premises including Roof tops, Terraces Overhead Tanks & Sumps

August	Telangana Ku Haritaharam	Organizing Related Activities tending to Greenery and Gardens in Consultation with District Authorities
	Eco fest	Organizing Activities Related to Environment Protection like Water Management etc., Display of Students Projects and Conduct of Competitions
	ICC	Training to All Girl Students in Un-armed Combat Techniques
DEPARTMENTAL ACTIVITIES		
1 st Week	State Level Review Meeting	Video Conference/Meeting – CCE With RJDCE & Principals
3 rd Saturday	T-SAT Nipuna TV Live Telecast	Prepare Live Telecast Schedule and arrangement of the Classes Accordingly
August	Quality Enhancement Initiative - NAAC	Visit by Academic Cell members to GDC's on NAAC Assessment and Accreditation/other important Programmes

SEPTEMBER 2019

Month & Date	Activity	Description
5 th	Teacher's Day	Celebration of Teacher's Day
8 th	International Literacy Day	Organizing Inter/Intra/ College Fest
15 th	TSKC	
22 nd	Hindi Divas Celebrations	Organizing Related Activities
24 th Day	NSS Day	NSS Activities
1 st Week	DRC	III Meeting: Workshop with UGC Coordinators on Mobilization & Utilization of UGC Funds
	Extension & Outreach Activities	Organizing Guest Lectures/Field Visits/Social/Community Development Activities
	IQAC	IQAC Meeting with all the departments
II Week	Review Meetings at different Levels	Review of Academic, Administrative and Financial Aspects
	CPDC Meeting	Meeting of College CPDC to Review and Discuss various matters
II Week	Teacher Evaluation Process	- Collection of Student Feedback on Every Teacher by IQAC - Analysis and Action Taken by Principal - Documentation for Academic Audit
	Parents Meeting	Teachers Meet the Parents
	Harivillu	Meeting of all Clubs – Review and Progress
III Week	CBCS	College Level Review Meeting on Implementation of CBCS
Last Week	II Unit Exams - II & III Years Students	Conduct of Examinations and Recording of Marks in the Proforma Provided
	Student Centric Activities	Classroom Seminars, Study Projects and Competitions etc., Remedial Instruction

	College Social Responsibility Cell	Organizing Related Activities
I Saturday	Staff Council Meeting	Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities
III Saturday	Staff Meeting	Staff Meeting by the Principal
IV Saturday	Swacha Bharath	Cleaning of College premises including rooftops, terraces, and overhead tank
September	Telangana Ku Haritaharam	Maintenance of Plants
DEPARTMENTAL ACTIVITIES		
1 st Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals
3 rd Saturday	MANA TV Special Live Telecast	Dial CCE
I Week	State Teacher Awards	Presentation of Awards to Teachers on Teacher's Day
September	T-SAT Nipuna TV Live Telecast	Preparation of Live Telecast Schedule and Arrange the Classes Accordingly
	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programs
	JIGNASA	Circular about Student Study Projects in the subjects concerned

OCTOBER 2019

Month & Date	Activity	Description
2 nd	Gandhi Jayanthi & Lal Bahadur Sastri Jayanthi	Celebrations of Days
24 th	II-Internal Assessment Test	Conduct of Tests and Record the Marks
31 st	National Integration Day	Conduct of Related Activities
1 st Week	Review Meetings at different Levels	Review of Academic, Administrative and Financial Aspects
	IQAC Evaluation	IQAC Meeting with all the departments collection, of Student's Feedback on Teachers, Analysis, Submission of Analysis Report to Principal Action Plan on Student's Feedback on Teachers
	TSKC Day	A PPT Presentation/ Talk/ Skit/ Seminar to all Students (Class Wise) on Career Prospects by TSKC Coordinator or Mentor.
	Harivillu – Projects Display Day	Meeting of All Clubs – Review and Progress Conduct of Science /Arts / Commerce Fest Display of Research, Study projects and Achievements
III Week	Bathukamma Festival	Conduct of Related Activities
I Saturday	Staff Council Meeting	Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities
III Saturday	Staff Meeting	Staff Meeting with Principal
IV Saturday	Swachh Bharath	Cleaning of College Premises including rooftops, terrace and overhead tanks
October	DCEDRC	2 nd Meeting of DCEDRC
	Telangana Ku Haritaharam	Maintenance of Plants
DEPARTMENTAL ACTIVITIES		
1 st Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals
3 rd Saturday	MANA TV Special Live Telecast	Stress Management and Life Skills Education
October	T-SAT Nipuna TV Live Telecast	Prepare Live Telecast Schedule and Arrange the Classes Accordingly
	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programs

NOVEMBER 2019

Month & Date	Activity	Description
6 th to 11 th	Practical Examinations	I,III & V Semesters (According to University Almanac)
11 th	National Education Day	Conduct of Related Activities
13 th to 30 th	CBCS	Theory Examinations for I,III, & V Semesters (According to University Almanac)
14 th	Pandit Jawahar Lal Nehru Birthday/ Diabetes Day	Conduct of Related Activities
15 th	Job Mela	Job Mela to be organized at all ID Colleges
14 th -20 th	National Library Week	1. Organizing Program to inculcate Reading habits 2. Assignments to encourage Students to visit Libraries and use the resources to the maximum extent
1 st Week	IQAC	IQAC Meeting with all the Departments
	TSKC	Commencement of JKC II batch Training Organizing Campus Drive
	Career Guidance Cell	Conducting Coaching Classes for Students to Prepare for EdCET/PGCET/Competitive Examinations etc.,
2 nd Week	Review Meetings at different Levels	Review of Academic, Administrative and Financial Aspects.
	DRC	IV Meeting
3 rd Week	III Unit Exams – II & III Yr. Students	Conduct Examinations, Ensure Student Attendance and Record Marks
Last Week	Harivillu – Sports & Cultural Fest	Organizing District Level Sports & Cultural Festival
I Saturday	Staff Council Meeting	Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities

III Saturday	Staff Meeting	Staff Meeting with Principal
IV Saturday	Swachh Bharath	Cleaning of College Premises including rooftops, terrace and overhead tanks
November	Telangana Ku Haritaharam	Maintenance of Plants
DEPARTMENTAL ACTIVITIES		
1 st Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals
November	T-SAT Nipuna TV Live Telecast	Preparation of Live Telecast Schedule and Arrange the Classes Accordingly
	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programs

DECEMBER 2019

Month & Date	Activity	Description
1 st	AIDS Day	Red Ribbon Club Conduct AIDS Awareness Programs in collaboration with District Officials
10 th	Human Rights Day	Conduct of Related Activities
24 th	National Consumer Day	Competitions & awareness Programs
I Week	IQAC	Meeting of IQAC Executive Body
	TSKC	Commencement of TSKC training & Organizing Campus Drive
	Career Guidance Cell	Conducting Coaching Classes for Students to Prepare for PG CET/Competitive Examinations.
	Harivillu – Yuvatarangam	Organizing State Level Sports & Cultural Festival
	Staff Council Meeting	Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities
I Saturday	Staff Meeting	Staff Meeting with Principal
III Saturday	Swacha Bharath	Cleaning of College Premises including Rooftops, Terraces, Overhead Tank & Sumps
December	DCEDRC	3 rd Meeting of DCEDRC
	Telangana Ku Harithaharam	Maintenance of Plants
	JIGNASA	Completion and submission/upload of Student Study Projects in the subjects concerned
DEPARTMENTAL ACTIVITIES		
1 st Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals
December	T-SAT Nipuna TV Live Telecast	Prepare Live Telecast Schedule and Arrange the Classes Accordingly
	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programs

JANUARY 2020

Month & Date	Activity	Description
8 th	CBCS	I Internal Assessment Test for II, IV & VI Semesters (According to University Almanac)
11 th to 16 th	Short Vacation	(According to University Almanac)
12 th	National Youth Day	Celebration of the Day
17 th	CBCS	Re-opening after Vacation (According to University Almanac)
25 th	National Voters Day	Organize Program to Sensitize Students on Exercising the Franchise (Voter Awareness Programmes)
26 th	Republic Day	Celebration of Republic Day
I Week	IQAC	IQAC Meeting with All the Departments
I & II Week	Review Meeting at Different Levels	Review of Academic, Administrative and Financial Aspects
III Week	TSKC & Career Guidance Cell	Action plan for Organizing of Job fairs & Campus Drives
I Saturday	Staff Council Meeting	Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities
III Saturday	Staff Meeting	Staff Meeting to be convened by the Principal
IV Saturday	Swacha Bharath	Cleaning of college premises including rooftops, terraces, overhead tanks
January	YUVATARANGAM 2019	Conduct of Cultural, Sports and games events - District level and State level as per the guidelines of the Commissioner of Collegiate Education, Telangana State
	Career Guidance Cell	Conducting Coaching Classes for students to prepare for PG CET/Competitive Examinations, etc.
	Telangana Ku Harithaharam	Maintenance of Plants

DEPARTMENTAL ACTIVITIES		
1st Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals
Last Week	Review Meeting with All Academic Advisers	To Review the Academic Audit Conducted both in GDCs & private Aided Colleges during 2019-20
January	T-SAT Nipuna TV Live Telecast	Prepare Live Telecast Schedule and arrange the classes accordingly
	Quality Enhancement Initiative – NAAC	RUSA Sponsored National Conference on “E-Content Development and OERs in Higher Education: Issues and Challenges”
	JIGNASA	District and State level competitions

FEBRUARY 2020

Month & Date	Activity	Description
15 th	TSKC	To motivate the students, participate in Job melas organized by other colleges
21 st	Antarjaatiya Matru Bhasha Dinotsavam	Celebrating the Day
I Week	CPDC Meeting	Meeting of the CPDC to review and Discuss Various Matters
	IQAC	IQAC Meeting with All the Departments
II Week	Review Meeting at Different Levels	Review of Academic, Administrative and Financial Aspects
	Performance Improvement Activities	Revision and Remedial Classes to slow learners
	TSKC & Career Guidance Cell	Awareness programmes on Campus Drives
III Week	Parents Meeting	Teachers Meet the Parents
I Saturday	Staff Council Meeting	Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities
III Saturday	Staff Meeting	Staff Meeting with Principal
February	Telangana Ku Harithaharam	Maintenance of Plants
DEPARTMENTAL ACTIVITIES		
1 st Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals
February	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programs

MARCH 2020

Month & Date	Activity	Description
8 th	International Women's Day	Conduct of Related Activities & Competitions for Students & Staff
I Week	Budget Meetings	Submission of all bills to DTO
	IQAC	IQAC Meeting with All the Departments
II Week	Review Meetings at Different Levels	Review of Academic, Administrative and Financial Aspects
23 rd	CBCS	II Internal Assessment Test (According to University Almanac)
31 st	CBCS	Last Day of Instruction (According to University Almanac)
Last Week	Stock Verification	Stock Verification of Laboratories & Libraries
I Saturday	Staff Council Meeting	Principal Meeting with Heads of Departments to review previous month's Activities and plan for current month's Activities
III Saturday	Staff Meeting	Staff Meeting with Principal
March	DCEDRC	4 th Meeting of DCEDRC
	Telangana Ku Harithaharam	Maintenance of Plants
DEPARTMENTAL ACTIVITIES		
1 st Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals
March	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation/ other important Programs

APRIL 2020

Month & Date	Activity	Description
1 st to 9 th	CBCS	Commencement of Practical Examinations (According to University Almanac)
5 th	Babu Jagjivan Ram's Birthday	Celebrating the Day
13 th to 30 th	CBCS	Commencement of Practical Examinations (According to University Almanac)
14 th	Dr.B.R.Ambedkar's Birthday	Celebrating the Day
I Week	Preparation of Annual Academic Performance Report	Preparation of College Annual Academic Performance Report (AAPR) and submit soft copy to CCE
	IQAC	Preparation of IQAC Activities 2019-20
	Preparation of College Annual Academic Plan	Preparation of College Annual Academic Plan for 2020-21
	Preparation of DRC Annual Activity plan	Preparation of DRC Annual Activity plan for 2020-21
II Week	Preparation of Financial Plan for 2020-21	Preparation of necessary proposals along with enclosures for submission for financial assistance from different agencies like UGC, CCE, TS, etc to meet the requirements of the college.
I Saturday	Staff Council Meeting	Meeting of the Principal with Heads of Departments to review previous month's Activities and plan for current month's Activities
April	Career Guidance Cell	Conduct of Coaching Classes for Students to prepare for PGCET/Competitive Examinations and information on job opportunities through various sources like Employment Exchange and the like on WhatsApp groups.
	Telangana Ku Haritaharam	Maintenance of Plants

DEPARTMENTAL ACTIVITIES		
1st Week	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals
April	Quality Enhancement Initiative – NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation

MAY 2020

Month & Date	Activity	Description
May 1st	Publicity Campaign	1 Release of College Brochure by Dist. Collector, CCE, TS, local MLA 2 Campaigning through brochures, flexies, posters, door to door canvassing for DOST 2019 Admissions in surrounding villages/mandals of Narsampet
1st to 30th June	Summer Vacation	As per University Almanac
	TSKC	Commencement of TSKC Summer Batch training
May	Student Help Desk	Establishment of Student Help Desk in the College and Online Registration of Students to Various Courses to be taken up
	Telangana Ku Harithaharam	Maintenance of Plants
DEPARTMENTAL ACTIVITIES		
4th	State Level Review Meeting	Video Conference/Meeting – CCE with RJDCE & Principals – Review on Admissions