

Anjuman College of Engineering & technology Sadar, Nagpur
Academic Calendar (Winter 2017)

JUNE 2017			
Programme Name/ Event Name/ Activities	UG 3 rd , 5 th & 7 th (Semester)	PG 1 st & 3 rd (Semester)	First Year 1 st (Semester)
Commencement of odd Semester	12 th June 2017	01 July 2017	01 st August 2017
Eid-ul- Fitr (Monday)	26 th June 2017		
JULY 2017			
CAT1	24th July to 29th July 2017		
AUGUST 2017			
Parent Meet (Saturday)	05 th August 2017		
Departmental Activities & Forum Installation	14 th to 19 th August 2017		
Independence Day (Tuesday)	15 th August 2017		
Parsi New Year (Thursday)	17 th August 2017		
Ganesh Chaturthi (Friday)	25 th August 2017		
CAT2	28 th August to 1 st September 2017		
SEPTEMBER 2017			
Eid- ul -Azha (Saturday)	2 nd September 2017		
Last Teaching Day	23 rd September 2017		
Sessional Examination	25 th to 29 th September 2017		
Dussehra (Saturday)	30th September 2017		

October 2017			
Mahatma Gandhi Jayanti (Monday)	02 nd October 2017		
Submission of Continues Assessment	06 th October 2017		
Make up Classes	03 rd to 18 th October 2017		
Diwali Amavasya (Laxmipojan) (Thursday)	19th October 2017		
Diwali (Friday)	20th October 2017		
BhaiDhoj (Saturday)	21st October 2017		
University Examination	24 th October Onwards		
Industrial visit	After University Examination preferably in December 2017		

Above dates are subject to change if University schedule changes

Approved

Amir
17/10/17

Dr. S. M. Ali
Dean Academics
(Dr. S. M. Ali)

Academic Policy

- 1) Every Teacher should provide course objective and course outcome to students, along with name of reference books at the beginning.
- 2) Every Teacher should provide detail syllabus including some extra portion of theory /practical which they are going to teach at the beginning of class.
- 3) There should be convener for the test exam with proper seating arrangement and HODS should keep exam related documentation in the respective department.
- 4) One mentor teacher is must for at least 15 students. Copy of the mentor nominated must be sent to Dean Academic by 28/6/17
(Type of Mentoring: Professional guidance / Career advancement / Course work specific /Lab specific / Total development).
- 5) Subject teachers are instructed to prepare a detail course file with following documents teaching scheme, syllabus, notes, extra problems, question bank and assignments on each topic as per instruction of HODS(use Bloom's Texanomy for questions of question paper, assignment)
- 6) HOD's are requested to find the gap analysis and follow the system given in SAR sample copy or similar to that.
- 7) HOS's are requested to identify the gap and send letter to BOS.
- 8) The departments should adapt following method of course delivery
 - a. Lectures
 - b. Tutorials
 - c. Presentations (Still and Videos)
 - d. Group task (Project)
 - e. Handouts (Notes)
 - f. Black board teaching
 - g. Webinars
 - h. Any other innovative technique so that pos and pso are addressed
- 9) Department should strictly follow Academic Calendar prescribed by Academic Committee and submit their departmental activity Calendar according to the Calendar by 28/6/17.
- 10) Using marks obtained in university exam of last semester & CAT-1 find weak and bright students send a copy by 1/8/17.
- 11) Follow the Continuous assessment of theory and practical prescribed by academic committee.

- 12) Subject allotment copy to be sent to undersigned by 1/7/13
- 13) Arrange workshops to help the students to understand concepts beyond curriculum
- 14) All the teachers are instructed to upload their coded teaching plan, work load syllabus on college monitoring system. **If teacher remains absent, he/she has to take the extra lecture within the same month.**
- 15) **Practicals should be taken complete for 02 hours** and teachers are instructed to give viva voce question. If possible, practical subject teacher are advised to take the application oriented practical to the students.
- 16) Bright students to be encouraged to attend conference, workshops, publish papers in SCI/SCOPUS /UGC approved refereed journals they should also be encouraged to achieve university ranks, to take up competitive examinations like GATE, GRE etc., further they should be encouraged to take up innovative projects and apply for funding.
- 17) Class coordinators & Individual teachers are instructed to identify strong and weak students and provide assistance accordingly.
- 18) Care needs to be taken by the faculties in monitoring the performance of slow learners, parents to be informed about their ward performance through sms
- 19) Additional coaching is to be given to slow learners through Remedial classes, simplified exam oriented coaching and materials should be provided to them.
- 20) Deptt. Master time table must be submitted on 21/6/13 (one copy to Academic Dean & Principal).
- 21) It is compulsory to teach at least one unit using PPT or OHP. Standard books should be referred for effective teaching and learning.
- 22) There should be two teachers during practical for a batch of 30 students and three teachers for a batch of 60 students.
- 23) Teachers are advised to give question banks to the students. & While setting the question paper all previous university exam papers are taken into consideration.
- 24) Assignment issue and submission dates should be announced by the respective faculty members. & questions of assignment should be prepared using Bloom taxonomy.
- 25) Deptt. should give in house project and industrial project to students and should follow evaluation scheme given below.

26) Evaluation scheme for Projects

Phase - 1

Sr.No	Performance Indicator
1	Literature Survey/ Phase 1 report
2	Presentation
3	Questions and Answer

Phase - 2

Sr.No	Performance Indicator
1	Methodology Phase 2 report
2	Presentation
3	Questions and Answer

Phase - 3

Sr.No	Performance Indicator
1	Final report
2	Demo with presentation
3	Questions and Answer

27) Department must organize parent meet, seminar/workshop, industrial visit.

28) Syllabus coverage report must be submitted at the end of each month.

29) Attendance register should be filled properly.

30) Provisional detention list to displayed on 18/8/17

31) Documentation should be kept for all the tasks

32) Sample copy of teaching learning process is provided to each deptt for

33) ^{reference} criteria - 2 Teaching learning process of Deptt to be submitted
There will be surprise visit by committee members or Dean Academic along with by 3/10/17
Principal during practical hours.

Noted & Approved

Ansul
17/06/17

Uday
Dean Academics
(Dr. S. M. Ali)



राष्ट्रसंत तुकडोजी महाराज नागपूर विद्यापीठ

(सेटल प्रोव्हिडेन्स शासन शिक्षण विभागाची अधिपत्या अन्वयेत ५१३ दिनांक १ ऑगस्ट, १९२३ च्या स्थापित व महाराष्ट्र विद्यापीठ अधिनियम, १९९४ च्या संचालित विद्यापीठ)

(सामान्य प्रशासन)

छत्रपती शिवाजी महाराज प्रशासकीय परिसर, रवीन्द्रनाथ टागोर मार्ग, नागपूर - ४४० ००१.

दूरध्वनी क्रमांक: कार्यालय : ०७९२-२५२२९९९, फॅक्स : ०७९२-२५५५७०९

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क्रमांक: रातुमनावि/साप्र/१६/स/२४६५

दिनांक : १६ डिसेंबर, २०१६

सार्वजनिक सुट्ट्या - २०१७

या परिपत्रकाद्वारे सर्व संबंधितांना कळविण्यात येते की, विद्यापीठातील सर्व कार्यालये, शैक्षणिक विभाग, महाविद्यालये व विद्यापीठाशी संलग्न महाविद्यालयातील शिक्षक व शिक्षकेतर कर्मचाऱ्यांसाठी सन २०१७ या वर्षाकरिता खालील प्रमाणे सुट्ट्या जाहीर करण्यात येत आहेत.

(अ) सार्वजनिक सुट्ट्या

क्र.	सुट्टीचे दिवस	वार	दिनांक
१.	प्रजासत्ताक दिन	गुरूवार	२६ जानेवारी, २०१७
२.	महाशिवरात्री	शुक्रवार	२४ फेब्रुवारी, २०१७
३.	होळी (दुसरा दिवस)	सोमवार	१३ मार्च, २०१७
४.	गुढीपाडवा	मंगळवार	२८ मार्च, २०१७
५.	रामनवमी	मंगळवार	४ एप्रिल, २०१७
६.	डॉ बाबासाहेब आंबेडकर जयंती	शुक्रवार	१४ एप्रिल, २०१७
७.	गुड फ्रायडे	शुक्रवार	१४ एप्रिल, २०१७
८.	महाराष्ट्र दिन	सोमवार	१ मे, २०१७
९.	बुध्द पौर्णिमा	बुधवार	१० मे, २०१७
१०.	रमझान ईद (ईद-उल-फितर) (शब्बल-१)	सोमवार	२६ जून, २०१७
११.	स्वातंत्र्य दिन	मंगळवार	१५ ऑगस्ट, २०१७
१२.	पारशी नववर्ष दिन (शहेनशाही)	गुरूवार	१७ ऑगस्ट, २०१७
१३.	गणेश चतुर्थी	शुक्रवार	२५ ऑगस्ट, २०१७
१४.	बकरी ईद (ईद-उल-झुआ)	शनिवार	२ सप्टेंबर, २०१७
१५.	दसरा	शनिवार	३० सप्टेंबर, २०१७
१६.	महात्मा गांधी जयंती	सोमवार	२ ऑक्टोबर, २०१७
१७.	दिवाळी अमावस्या (लक्ष्मीपुजन)	गुरूवार	१९ ऑक्टोबर, २०१७
१८.	दिवाळी (बलिप्रतिपदा)	शुक्रवार	२० ऑक्टोबर, २०१७
	भाऊबीज	शनिवार	२१ ऑक्टोबर, २०१७
१९.	गुरू नानक जयंती	शनिवार	४ नोव्हेंबर, २०१७
२०.	ईद-ए-मिलाद	शुक्रवार	१ डिसेंबर, २०१७
२१.	ख्रिसमस	सोमवार	२५ डिसेंबर, २०१७

ANJUMAN COLLEGE OF ENGG. & TECHNOLOGY
SADAR, NAGPUR.

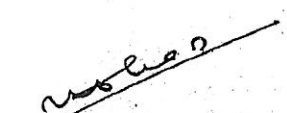
Department Of Science & Humanities

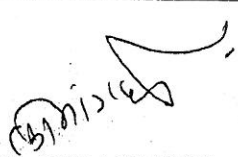
ACADEMIC CALENDAR - 2017

I SEMESTER B.E

SESSION 01/08/2017 TO 15/10/2017

ACTIVITIES	MONTH
Faculty development program	15 th July 2017
Commencement of I Semester	1 st August 2017
Induction program for students of B.E 1 st Semester	5 th August 2017 (First Half)
Interactive sessions once in fifteen days	1 st Saturday (every month in second half)
Guest lecturers from T & P once in a month	3 rd Saturday (every month in second half)
First unit test.	28 th August to 5 th September 2017
Parents Teachers meet	16 th September 2017
Second Unit Test	22 nd September 2017 to 29 th September 2017
Motivational Guest lecture for students	3 rd October 2017 in second half
Pre University Test	7 th October 2017 to 13 th October 2017
Edutech- One day event	18 th November 2017


PROF. MRS. NAWAZ KHAN
H.O.D.
Science & Humanities Dept.


PROF. DR. LEENA GAHANE
Secretary, College Academic Committee
Science & Humanities Dept.

- Copy to: 1. Principal
2. Dean, Academics
3. H.O.D File
4. Secretary, College Academic Committee
5. Circulation for staff