

ALL INDIA SHRI SHIVAJI MEMORIAL SOCIETY'S POLYTECHNIC
Department academic calendar (2018-2019)
Mechanical Engineering

ODD SEMESTER (2018-2019)

S No.	Activity	Date & Time
1.	Preparation of time table	11.06.18 To 15.06.18
2.	Result analysis & CO attainment :Summer 2018	11.06.18 To 15.06.18
3.	NBA meeting (criteria 1-9)	3 rd week of June 18
4.	First Term (III 'I-scheme', V 'G-scheme')	18.06.18 To 11.10.18
5.	Rajarshi Shahu Chhatrapati Jayanti Celebration	26.06.18
6.	Summer In-Plant Training feedback from Third Year students	4 th week of June 18
7.	NBA meeting (Action plan odd semester 18-19 ,Newsletter etc)	1 st week of July 18
8.	Soft skill training program for second year diploma students	1 st and 2 nd week of July 18
9.	Aptitude Training program for third year diploma students	3 rd and 4 th week of July 18
10.	Guidance of IOIT team members on prequalifier	2 nd week of July 18
11.	Departmental meeting (NBA prequalifier)	1 st week of July 18
12.	Extracurricular/Co-curricular activities	2 nd week of July 18
13.	Departmental meeting (Project allotment)	3 rd and 4 th week of July 18
14.	Project Assignment and Project guide allotment (V G)	3 rd and 4 th week of July 18
15.	Industrial visits & feedback	18 June 18 to 10 October 18
16.	Invited talk/Guest lectures/Expert lectures & feedback	July 18 to October 18
17.	NBA meeting (prequalifier)	3 rd week of July 18
18.	First class test (III -I, V- G) (Class test question paper n model answer)	4 th week of July 18
19.	Sending proposal for State level MSBTE paper presentation/ Technical Quiz competition	August 18
20.	Identifying faculty members for training programs (department wise)	1 st week of August 18
21.	Moderation of class test question paper for quality improvement	1 st week of August 18
22.	72 nd Independence day celebration	15.08.19
23.	First class test (III -I, V-G)	13.08.18 To 16.08.18
24.	Student feedback on academics , facility & its analysis	13.08.18 To 16.08.18
25.	Remedial measures-1 for Weak students (Sem-III & V)	18.08.18 To 21.08.18
26.	Students' academic performance monitoring and counseling -1(III G, V G)	18.08.18 To 21.08.18
27.	Parent teacher meeting (Parents feedback & its analysis)	3 rd week of August 18
28.	NBA meeting	2 nd week of August 18
29.	Carrier guidance for Third Year Student (Training and placement activity)	3 rd week of August 18
30.	NBA meeting (criteria 1-9)	3 rd week of August 18
31.	Moderation of class test question paper as per NBA norms	4 th week of August 18
32.	Student feedback on academics , facility & its analysis	10.09.18 to 12.09.18
33.	Maintenance & Security routine check report	2 nd week of September 18
34.	Teacher's day celebration	05.09.18
35.	Make up classes for direct second year admitted students	01.09.18 to 11.10.18

ODD SEMESTER (2018-2019)		
S No.	Activity	Date & Time
36.	NBA meeting	1 st week of September 18
37.	First internal academic monitoring (IAMC)	1 st week of September 18
38.	Filling up information of 1 st academic monitoring 18-19	1 st week of September 18
39.	Preparation of Newsletter –department level -at least 01	2 nd week of September 18
40.	NBA meeting	2 nd week of September 18
41.	Engineer's day celebration	15.09.18
42.	Project Synopsis submission	3 rd and 4 th week of September 18
43.	Defining projects for DIPEX, MSBTE etc. project competitions.	3 rd and 4 th week of September 18
44.	NBA meeting	3 rd week of September 18
45.	Second class test (III -I, V- G) (Class test question paper and model answer)	4 th week of September 18
46.	Moderation of class test question paper as per NBA norms	1 st week of October 18
47.	Second class test (III -I, V- G)	08.10.18 to 10.10.18
48.	Skill test (MSBTE internal practical examination of 30 marks)(V-G)	1 st and 2 nd week of October 18
49.	Remedial measures-2 for Weak students (Sem-III & V)	11.10.18 to 13.10.18
50.	Students' academic performance monitoring and counseling -2(III G, V G)	11.10.18 to 13.10.18
51.	Parent teacher meeting (Parents feedback & its analysis)	11.10.18 to 13.10.18
52.	Submission of Term work (III -I, V- G)	1 st week of October 18
53.	Additional efforts for Bright students (III -I, V- G)	2 nd week of October 18
54.	Course End survey (III -I, V- G)	11.10.18 to 13.10.18
55.	Final detention list (III -I, V- G)	10.10.18
56.	Departmental meeting (Course file)	14.10.18
57.	Submission of micro projects (1-3-sem-I scheme)	24.10.18 to 26.10.18
58.	Parent teacher meeting (Parents feedback & its analysis)	24.10.18 to 26.10.18
59.	Course end survey (Sem1- I-scheme)	24.10.18 to 26.10.18
60.	Students feedback (Sem1- I-scheme)	24.10.18 to 26.10.18
61.	Remedial measures for students having poor performance (Sem1- I-scheme)	4 th week of October 18
62.	Additional efforts for Bright students (III -I, V- G)	4 th week of October 18
63.	Winter Break (Diwali vacation)	05.11.18 to 10.11.18
64.	MSBTE Winter-18 – Practical examination	16.10.18 To 03.11.18
65.	NBA -meeting	2 nd week of November 18
66.	MSBTE Winter-18– Theory examination	13.11.18 To 07.12.18
67.	Updating Website	December 18



(Signature)
(Mr S.C. Chikurde)
HOD

Mechanical Engineering

HOD

MECH. ENGG. DEPARTMENT
AISSMS POLYTECHNIC, PUNE

ALL INDIA SHRI SHIVAJI MEMORIAL SOCIETY'S POLYTECHNIC
Institute academic calendar (2018-2019)
Mechanical Engineering

EVEN SEMESTER (2018-2019)

SNo.	Activity	Date & Time
1.	Preparation of time table	1 st week of December 18
2.	Action plan even semester 18-19	2 nd week of December 18
3.	Departmental meeting	2 nd week of December 18
4.	Second term	11.12.18 to 23.03.19
5.	NBA -meeting	December 18, 1 per week
6.	Project work review (VI G)	3 rd week of December 18
7.	Submission of NBA prequalifier	3 rd week of December 18
8.	AICTE feeling up information	3 rd and 4 th week of December 18
9.	Preparation of NBA SAR	December 18 / January 19
10.	DST, MODROB project proposals and funding	December 18 To January 19
11.	IDESSA –sports activity	December 18 To January 19
12.	identifying faculty members for training programs department wise)	3 rd week of December 18
13.	Identifying the final year projects for various project competitions	3 rd week of December 18
14.	Entrepreneurship Awareness as well as Development program conducted under DST-NIMAT project of EDII-Ahmedabad.	1 st week of January 2019
15.	NBA -meeting	1 st week of January 2019
16.	Declaration of MSBTE result	2 nd week of January 2019
17.	Result analysis& CO attainment: Winter-18	2 nd week of January 2019
18.	Soft skill training program for Second year diploma students	1 st and 2 nd week of January 19`
19.	Technical quiz / Paper presentation competition	January/February 2019
20.	Preparation of NBA SAR	February 2019
21.	Alumina meet	26.01.19
22.	Remedial measures for students having poor performance in W-18 Exam.	20.01.19 To 20.03.19
23.	Cultural activity	1 st week of February 19
24.	Industrial visits	01.01.19 to 28.02.19
25.	Guest lectures	01.01.19 to 28.02.19
26.	NBA meeting (planning for remaining programs)	3 rd week of January 19
27.	Soft skill training program for Third year diploma students	3 rd and 4 th week of January 19
28.	First class test (Class test question paper and model answer)	3 rd week of January 19
29.	Moderation of class test question paper as per NBA norms	4 th week of January 19
30.	First class test	04.02.19 To 06.02.19
31.	Student feedback on academics , facility & its analysis	04.02.19 To 06.02.19
32.	Remedial measures-1 for Weak students	04.02.19 To 06.02.19
33.	Students' academic performance monitoring and counseling -1	04.02.19 To 06.02.19

EVEN SEMESTER (2018-2019)		
SNo.	Activity	Date & Time
34.	Parent teacher meeting (Parents feedback & its analysis)	04.02.19 To 06.02.19
35.	Second internal Academic monitoring (IAMC)	1 st week of February 19
36.	Filling up information of 2 nd academic monitoring 18-19	1 st week of February 19
37.	Maintenance & Security routine check report	2 nd week of February 19
38.	Preparation of Newsletter –department level -at least 01	2 nd week of February 19
39.	Mock interview for Third year diploma students	3 rd and 4 th week of January 19
40.	Chhatrapati Shivjayanti Celebration	19.02.19
41.	Second external monitoring	3 rd week of February 19
42.	Project seminar (VI G)	17.02.19 to 17.03.19
43.	Submission of micro projects (1-3-sem-I scheme)	1 st and 2 nd week of Mar 19
44.	Second class test (Class test question paper and model answer)	1 st week of Mar 19
45.	Moderation of class test question paper as per NBA norms	2 nd week of Mar 19
46.	NBA meeting	2 nd week of Mar 19
47.	Second class test	20.03.19 To 23.03.19
48.	Course End Survey	20.03.19 To 23.03.19
49.	Program Exit Survey	20.03.19 To 23.03.19
50.	Students feedback-academics & its analysis	20.03.19 To 23.03.19
51.	Remedial measures-2 for Weak students	20.03.19 To 23.03.19
52.	Students' academic performance monitoring and counseling -1	20.03.19 To 23.03.19
53.	Parent teacher meeting (Parents feedback & its analysis)	20.03.19 To 23.03.19
54.	In-Plant Training Awareness session for SY (I-scheme)student	20.03.19 To 23.03.19
55.	Training & Placement activity- Carrier Guidance	March 19 To May 19
56.	Submission	2 nd week of Mar 19
57.	Additional efforts for Bright students	3 rd week of Mar 19
58.	SUBMISSION of NBA-SAR (Prequalified programs)	3 rd week of Mar 19
59.	Final detention list	23.03.19
60.	Updating ERP data	4 th week of Mar 19
61.	Submission of completed course files to HOD	04.04.19
62.	MSBTE Summer-19– Practical examination	25.03.19 To 04.04.19
63.	NBA meeting (course file)	05.04.19
64.	MSBTE Summer-19 – Theory examination	11.04.19 To 07.05.19
65.	In-Plant Training for SY (I-scheme) student	1 st week of May to 2 nd week of June 19
66.	Declaration of MSBTE result	2 nd week of June 2019
67.	Start of Academic Session 2019-20	17.06.19



(Mr S.C. Chikurde)
HOD

Mechanical Engineering

HOD
MECH.ENGG.DEPARTMENT
AISSMS POLYTECHNIC,PUNE