!! Sabka Malik Atma !!
Vishwatmak Jangli Maharaj Ashram Trust's
Atma Malik Institute of Technology & Research (AMRIT)
Department of Engineering Sciences And Humanities
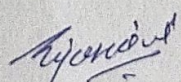
ACAD-DI-04		
Rev : 00	**Departmental Event Calendar**	Academic Year: 2022-23
Date: 11-7-2022		Semester: EVEN

Date of Preparation:

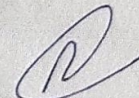| Sr. No.	Activity	Activity Details	In charge Staff	Planned Date	Conducted date	Remarks in case of any deviation
1	Commencement of classes (FE)	Lesson plan, Practical plan and syllabus for first unit test must be prepared before commencement of term.	All Staff Members	02/03/2023	02/03/2023	
2	HOD's address to students of FE	Term work assessment guidelines	H.O.D.	06/03/2023	06/03/2023	
3	Principal meeting	Arrange the meeting with Principal and discuss the Department problems	All Staff Members	08/03/2023	08/03/2023	
4	Departmental meeting	Arrange the meeting with HOD and discuss the Department problems	All Staff Members	13/03/2023	13/03/2023	
5	Presentation by faculty	Arrange the Presentation by faculty regarding course content & delivery methodology.	H.O.D	13/03/2023	13/03/2023	
6	Mentor meeting	All mentor arrange meeting with their mentees and discuss the issue.	All mentors	14/03/2023	14/03/2023	
7	Webinar	Awareness program on Intellectual Property Rights through google meet.	Prof. Hemant Sonawane	29/03/2023	29/03/2023	
8	Display Student Attendance And defaulter list	Class teacher display student attendance and defaulter list	Respective Class teacher	31/03/2023	31/03/2023	
9	Feedback	Student Mid-semester feedback	Prof. Tejaswini Nehe	05/04/2023	05/04/2023	
10	Departmental meeting	Arrange the meeting with Departmental staffs and discuss the Department problems	H.O.D	05/04/2023	05/04/2023	
11	Guest lecture	Arrange Guest lecture on YOGA.	Prof. Hemant Sonawane	11/04/2023	11/04/2023	
12	Mentor Meeting	All mentor arrange meeting with their mentees and discuss the issue	All mentors	13/04/2023	13/04/2023	
13	IA-I	Internal Assessment-I of FE student	Prof. Madhuri Patil	17/04/2023 to 19/04/2023	17/04/2023 To 19/04/2023	
14	Departmental meeting	Arrange the meeting with Departmental staffs and discuss the Department problems	H.O.D	19/04/2023	19/04/2023	
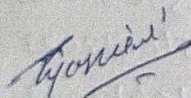
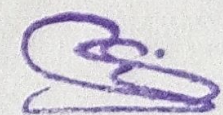| 15	Expert Lecture	Arrange Expert lecture on Competitive examination preparation.	Prof. Hemant Sonawane	21/04/2023	24/04/2023	
16	Principal meeting	Arrange the meeting with Principal and discuss the Department problems	H.O.D	25/04/2023	25/04/2023	
17	IA-I Result	Display Internal Assessment-I result	Prof. Madhuri Patil	28/04/2023	28/04/2023	
18	Guest lecture	Arrange Guest lecture on Communication skills.	Dr.Sachin Munde	28/04/2023	03/05/2023	
19	Display Student Attendance And defaulter list	Class teacher display student attendance and defaulter list	Respective Class teacher	02/05/2023	02/05/2023	
20	Departmental meeting	Arrange the meeting with HOD and discuss the Department problems	All Staff Members	02/05/2023	02/05/2023	
21	Parent Meet	Arrange Parent meet of First year student	Respective Class teacher	03/05/2023	31/05/2023	
22	Expert Lecture	Arrange Expert lecture on GATE preparation.	Dr.Sachin Munde	12/05/2023	12/05/2023	
23	Feedback	Student End-semester feedback	Prof. Tejaswini Nehe	17/05/2023	17/05/2023	
24	IA-II	Internal Assessment-II of FE student	Prof. Madhuri Patil	22/05/2023 to 24/05/2023	29/05/2023 To 31/05/2023	

SUMMARY

No of Events Planned	No of Events Conducted	Percentage of Completion
24	24	100%

Prepared	Coordinator	HOD	Principal

Principal
Atma Malik Institute of Technology & Research
At.Moholi, Post-Aghai, Tal-Shahapur, Dist-Thane