



**!! Sabka Malik Atma !!**  
**Vishwatmak Jangli Maharaj Ashram Trust's**  
**Atma Malik Institute of Technology & Research (AMRIT)**  
**Department of Computer Engineering**

|                 |                                    |                        |
|-----------------|------------------------------------|------------------------|
| ACAD-DI-04      | <b>Departmental Event Calendar</b> | Academic Year: 2022-23 |
| Rev : 00        |                                    | Semester: EVEN         |
| Date: 11-7-2022 |                                    |                        |

Date of Preparation: 09/1/2023

| Sr. No | Activity   | Activity Details   | In charge Staff         | Planned Date | Conducted date | Remarks in case of any deviation |
|--------|--|--|-------------------------|--------------|----------------|----------------------------------|
| 1      | Commencement of classes (SE,TE,BE)               | Lesson plan, Practical plan and syllabus for first unit test must be prepared before commencement of term. | All Staff Members       | 09/01/2023   | 9/1/2023       |                                  |
| 2      | Departmental meeting                             | Arrange the meeting with HOD and discuss the Department problems   | All Staff Members       | 12/01/2023   | 12/01/2023     |                                  |
| 3      | Mentor Meeting                                   | All mentors arrange meeting with their mentees and discuss issues  | All Mentors             | 19/01/2023   | 19/01/2023     |                                  |
| 4      | Departmental meeting                             | Arrange the meeting with HOD and discuss the Department problems   | All Staff Members       | 27/01/2023   | 27/01/2023     |                                  |
| 5      | Display of Student attendance and defaulter list | Class Teacher display student attendance and defaulter list  | All Class teacher       | 02/02/2023   | 2/2/2023       |                                  |
| 6      | Departmental meeting                             | Arrange the meeting with HOD and discuss the Department problems   | All Staff Members       | 10/02/2023   | 10/02/2023     |                                  |
| 7      | Mentor Meeting                                   | All mentors arrange meeting with their mentees and discuss issues  | All Mentors             | 21/02/2023   | 21/02/2023     |                                  |
| 8      | Departmental meeting                             | Arrange the meeting with HOD and discuss the Department problems   | All Staff Members       | 24/02/2023   | 24/02/2023     |                                  |
| 9      | Display of Student attendance and defaulter list | Class Teacher display student attendance and defaulter list  | All Class teacher       | 02/03/2023   | 2/3/2023       |                                  |
| 10     | Departmental meeting                             | Arrange the meeting with HOD and discuss the Department problems   | All Staff Members       | 10/03/2023   | 10/3/2023      |                                  |
| 11     | Expert lecture/Seminar                           | Arrange the Expert lecture by Squad infotech   | Prof. Yogeshwari Hardas | 16/03/2023   | 24/4/2023      |                                  |
| 12     | Mentor Meeting                                   | All mentors arrange meeting with their mentees and discuss issues  | All Mentors             | 23/03/2023   | 23/03/2023     |                                  |
| 13     | Departmental meeting                             | Arrange the meeting with HOD and discuss the Department problems   | All Staff Members       | 31/03/2023   | 31/03/2023     |                                  |
| 14     | Display of Student attendance and defaulter list | Class Teacher display student attendance and defaulter list  | All Class teacher       | 03/04/2023   | 3/4/2023       |                                  |



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|    |                        |   |                          |            |           |  |
|----|------------------------|---|--------------------------|------------|-----------|--|
| 15 | Departmental meeting   | Arrange the meeting with HOD and discuss the Department problems  | All Staff Members        | 08/04/2023 | 8/4/23    |  |
| 16 | Mentor Meeting         | All mentors arrange meeting with their mentees and discuss issues | All Mentors              | 17/04/2023 | 17/4/23   |  |
| 17 | Expert lecture/Seminar | Arrange the Expert lecture by Abhishek Singh                      | Prof. Harshada Sonkamble | 25/03/2023 | 25/4/23   |  |
| 18 | Departmental meeting   | Arrange the meeting with HOD and discuss the Department problems  | All Staff Members        | 28/04/2023 | 28/4/23   |  |
| 19 | Departmental meeting   | Arrange the meeting with HOD and discuss the Department problems  | All Staff Members        | 30/04/2023 | 30/4/2023 |  |

**SUMMARY**

| No of Events Planned | No of Events Conducted | Percentage of Completion |
|----------------------|------------------------|--------------------------|
| 19                   | 19                     | 100                      |

*Boel*  
Prepared By

*Boel*  
Coordinator

*Boel*  
HOD

*Boel*  
Principal  
Principal



Atma Malik Institute of Technology & Research  
A.L.Mohali, Post-Agahi, Tal-Shahapur, Dist-Thane