

**Dr D Y Patil Pratishthan's
Dr. D.Y. Patil Institute of Engineering, Management and
Research, Akurdi, Pune**

DI No.:
ACAD/DI/02

Academic Year:
2023-24

Department Activity Calendar SE- Part A

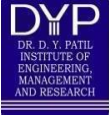
**Revision : 00
Dated : 20/11/2019**

Term – II

Department : Mechanical Engineering Department

**Date of
Preparation :
02/01/2024**

Sr. No.	Activity	In charge Staff	Planned Date	Actual Conduction Dates	Remarks in case of any deviation
1.	SE Commencement of Teaching	Dr. Ganesh Jadhav	15-01-2024		
2.	Attendance review for first week	Dr. Ganesh Jadhav Dr Keval Nikam	19-01-2024		
3.	Teacher Guardian Meeting	SE Teachers Guardian	As Per Timetable	As Per Timetable	
4.	Syllabus completion review and attendance review	Dr. Ganesh Jadhav Dr Keval Nikam Mr Ganesh Naik	31-01-2024, 15-02-2024, 29-02-2024, 15-03-2024, 29-03-2024, 15-04-2024, 30-04-2024		
5.	Display of first defaulter list	Class Teachers and Mr Ganesh Naik	24-02-2024		
6.	SE Unit test 1	Mr. Raviraj Madhekar	20-02-2024 to 26-02-2024		
7.	Display of Unit test 1 results	Mr. Raviraj Madhekar	29-02-2024		
8.	Remedial class Timetable and Attendance Monitoring	Mrs Kanchan Rajput, Class Teachers & TG's	20-02-2024 to 29-02-2024		
9.	Teacher Guardian Meeting	SE Teachers Guardian	As Per Timetable	As Per Timetable	
10.	Midterm Submission	Class Teachers and Respective subject teachers	18-03-2024 to 19-03-2024		
11.	Tentative Insem Examination	Dept Exam Coordinator Dr Vikas Dive	01-03-2024 to 06-03-2024		
12.	Teacher Guardian Meeting	SE Teachers Guardian	As Per Timetable	As Per Timetable	
13.	Display of Second defaulter list	Class Teachers and Mr Ganesh Naik	22-03-2024		
14.	SE Unit test 2	Mr. Raviraj Madhekar	26-03-2024 to 02-04-2024		
15.	Display of Unit test 2 results	Mr. Raviraj Madhekar	5-04-2024		
16.	Remedial class	Mrs Kanchan Rajput, Class Teachers & TG's	26-03-2024 to 05-04-2024		
17.	Teacher Guardian Meeting	SE Teachers Guardian	As Per Timetable	As Per Timetable	



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18.	Teacher Guardian Meeting	SE Teachers Guardian	As Per Timetable	As Per Timetable	
19.	Provisional Detention list	Class Teachers and Mr Ganesh Naik	29-04-2024		
20.	Declaration of teaching	Dr. Ganesh Jadhav	30-04-2024		
21.	Mock oral/practical and End term submission	Dr. Ganesh Jadhav Dr Keval Nikam	06-05-2024 to 09-05- 2024		
22.	SE Prelim Exam	Mr. Raviraj Madhekar	29-04-2024 to 03-05-2024		

Department Program Coordinator

Head of Department