



**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 TE- Part B

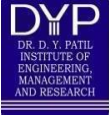
**Revision : 00
Dated : 20/11/2019**

Term – II

Department : Mechanical Engineering

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

Sr. No.	Activity	In charge Staff	Planned Date	Actual Conduction Dates	Remarks in case of any deviation
1	First Course file and TG file verification	Dr Ganesh Jadhav Dr Keval Nikam	15-01-2024		
2	TE Commencement of Teaching	Dr Ganesh Jadhav Dr Keval Nikam	22-01-2024		
3	PAQIC Meeting	Dr Ganesh Jadhav & Senior Faculty Members of Department	15-01-2024 to 25-01-2024		
4	DAB Meeting	Mr Paresh Kulkarni	15-01-2024 to 30-01-2024		
5	Remedial/Webinar/ Guest Lecture/ site Visit/ club activity	Coordinator	30-01-2024		
6	Students Feedback-I	Mr Atul Pradhan, Mr Sandesh Solepatil	26-02-2024 to 27-02-2024		
7	Collpoll data verification	Mr Atul Pradhan	25-01-2024		
8	Communication of First Defaulter list and UT1 to student and parents	Mr Ganesh Naik	24-02-2024		
9	Departmental Meeting MoM	Mrs. K V L Bhuvneshwary	31-01-2024, 15-02-2024,		
10	Webinar/ Guest Lecture/ site Visit/ club activity	Mr. Roshan Rathod and Club Faculty Coordinators	17-02-2024		
11	Second Course file and TG file verification	Dr Ganesh Jadhav Dr Keval Nikam	24-02-2024		
12	Parents Teachers Meeting	Mrs. Kanchan Rajput	10-02-2024		
13	Departmental Meeting	Mrs. K V L Bhuvneshwary	29-02-2024, 15-03-2024,		
14	Communication of Second Defaulter list and UT2 to student and parents	Mr Ganesh Naik	29-04-2024		
15	Collpoll data verification	Mr Atul Pradhan	15-03-2024		
16	Webinar/ Guest Lecture/ site Visit/ club activity	Mr. Roshan Rathod and Club Faculty Coordinators	16-03-2024		
17	Departmental Meeting	Mrs. K V L Bhuvneshwary	29-03-2024, 15-04-2024, 30-04-2024		
18	Webinar/ Guest Lecture/ site Visit/ club activity	Mr. Roshan Rathod and Club Faculty	30-03-2024		



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		Coordinators			
19	Students Feedback-II	Mr Sandesh Solepatil, Mr Atul Pradhan	15-04-2024 to 16-04-2024		
20	Communication of provisional Defaulter list to student and parents	Mr Ganesh Naik	29-04-2024		
21	All record verification: End term course file, Collpoll data, TG records and CAS	Dr Ganesh Jadhav Dr Keval Nikam	29-04-2024		
22	Students Activity	Mr. Sandesh Solepatil Mr. Paresh Kulkarni Nitin Motgi	30-01-2024, 29-02-2024, 28-03-2024, 19-04-2024		
23	Industry Interaction	Dr Anilet Kolekar	30-01-2024, 29-02-2024, 28-03-2024, 19-04-2024		
24	Newsletter	Mr Nitesh Kumar	30-01-2024, 29-02-2024, 28-03-2024, 19-04-2024		
25	NSS and Earn & Learn	Mr Atul Pradhan & Mr Nitin Motgi	30-01-2024, 29-02-2024, 28-03-2024, 19-04-2024		
26	Content beyond Syllabus – Activity	Mrs Kanchan Rajput	30-01-2024, 29-02-2024, 28-03-2024, 19-04-2024		
27	Lecture and Practical Monitoring	Dr Ganesh Jadhav, Dr Keval Nikam & Non Teaching Staff allotted	08-01-2024 To 30-04-2024		

Department Program Coordinator

Head of Department