



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 Academic Calendar

Revision : 00
Dated : 20/11/2019

Term – I

Department : Mechanical Engineering

**Date of Preparation :
04/07/23**

Sr. No.	Activity	In charge Staff	Planned Date	Actual Conduction Dates	Remarks in case of any deviation
1	SE,TE & BE Commencement of Teaching	HOD & Academic Coordinator	10/07/2023-TE&BE		
2	Attendance monitoring and phone calls for 1st, 2nd and 3rd day.	All TGs and CT	10,11,12 July 2023- TE&BE		
3	Remedial Lectures Monitoring of FE for TE Students	TG's of SE	11 to 14 July 2023- FE Backlog		
4	Course File checking	HOD & Program Coordinator	12/07/2023 to 14/07/2023		
5	1 st TG Booklet checking & Slow & Advance Learner verification	HOD & Program Coordinator	18/07/2023 to 22/07/2023		
6	Unit Test 1 For T.E and B.E and its documentation	Mr. Raviraj Madhekar	7/08/2023 to 11/08/2023- TE&BE		
7	Remedial/Revision Classes Timetable for SE, TE and BE (After UT1,UT2& Prelim Exam)	Program Coordinator & Timetable Coordinator	14/08/2023 to 19/08/2023		
8	Internal Feedback	HOD, Program Coordinator & Mr Atul Pradhan	21/08/2023 to 23/08/2023		
9	Syllabus Coverage	Mr Ganesh Naik	29/07/2023, 15/08/2023, 30/08/2023, 15/09/2023, 30/09/2023, 15/10/2023, 21/10/2023		
10	Cumulative Student Attendance & Defaulter List	Mr. Ganesh Naik	29/07/2023,30/08/2023, 30/09/2023, 21/10/2023		
11	2 nd TG Booklet checking & Slow & Advance Learner verification	HOD & Program Coordinator	17/10/2023 to 20/10/2023		



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12	Letter to parents after 1st Defaulter List	All TGs	1/08/2023 to 05/08/2023		
13	Tentative In Sem Exam/Oral/End Sem Exam	Mr. Vikas Dive	11/09/2023 to 15/09/2023		
14	Unit Test 2 For T.E and B.E and its documentation	Mr. Raviraj Madhekar	18/09/2023 TO 22/09/2023		
15	Mid-Term Submission of T.E and B.E	Program Coordinator & All subject Teacher	06/09/2023 TO 08/09/2023		
16	Letter to parents after 2nd Defaulter List for defaulter students	All TGs	1/09/2023 to 06/09/2023		
17	Parent Teacher Meet	Mrs. Kanchan Rajput	30/08/2023		
18	Institute level External Feedback of all classes	Mr. Sandesh Solepatil	As per Central Schedule		
19	Declaration of Final Detention List	Mr. Ganesh Naik	21/10/2023		
20	Conclusion of Teaching for TE & BE	HOD & Program Coordinator	21/10/2023		
21	End Term Submission of T.E and B.E	Program Coordinator All subject Teachers	1/11/2023 to 3/11/2023		
22	Prelim Examination for S.E, T.E and B.E	Mr. Raviraj Madhekar	23/10/2023 to 27/10/2023		
23	Mock Oral , Practical exam for S.E,T.E and B.E	All Subject Teachers	1/11/2023 to 3/11/2023		
24	SPPU Oral and Practical Examination of S.E , T.E and B.E(Tentative)	Mr. Vikas Dive	07/11/2023 onwards		
25	SPPU Theory Examination for S.E, T.E and B.E(Tentative)	CEO	15/11/2023 onwards		

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26	Guest Lecture/Webinar/Virtual Visit	Mr. Roshan Rathod	As per availability of Expert – Mostly end of Months -July, August, September		
27	Students Activity	Mr. Sandesh Solepatil Mr. Paresh Kulkarni Nitin Motgi	Mostly end of Months -July, August, September		
28	ERP(Collpoll) Verification	Mr Atul Pradhan	Every Friday from 10/07/2023 to 21/10/2023		
29	Club Activity	Club Faculty Coordinators	Mostly end of Months -July, August, September		
30	Industry Interaction	Dr Anilet Kolekar	Monthly Review		
31	Newsletter	Mr Nitesh Kumar	Monthly Review		
32	NSS and Earn & Learn	Mr Atul Pradhan & Mr Nitin Motgi	Monthly Review		
33	Content Beyond Syllabus – Activity	Mrs Kanchan Rajput	Monthly Review		
34	Lecture and Practical Monitoring	HOD, Program Coordinator & Non Teaching Staff allotted	Daily		

*Saturday can be utilized for Remedial Lectures/Makeup Lectures, Guest lecture, Industrial Visits and any other co-curricular activities.

Dr Keval Nikam
Program Coordinator

Dr. Ganesh Jadhav
Head of Department