

ZES'S ZEAL POLYTECHNIC, PUNE ACADEMIC & ACTIVITY CALENDER – 2022-23 (SEMESTER-I)

M/D	S	UNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		
			1		2		3		4		5	
AUGUST	7		8		9		10	Governing Body Meeting, 2- ICIU Meeting	11	Meeting of Module & Course Coordinator, Meeting of GFM coordinator & GFM- Undertakings from Defaulter Students, Update Notice Board & Website (Time-Table, GFM, Roll Call List etc.)	12	Departmental Advis Department Meeting Previous Semester
	14		15	Independence Day	16	Department level Course file audit (All even semester files), Teaching plan (Theory/ Practical/ Tutorial) verification by HoD at Department level	17	Commencement of new Academic term for 20222-23 for SY and TY	18	Meeting of institute level cells/committees for plans in semester,	19	
	21		22	Faculty Performance Appraisal Review	23	· · · ·	24		25	GFM – Parents meeting for informing semester activities	26	
	28		29		30		31	Internal Academic Monitoring- I				
									1	Commencement of new Academic term for 20222-23 for FY, Display Monthly Attendance, Defaulter Lists and Letter to Parents, Reports of Continuous Assessment (PR, Class Test, MCQ Test, Assignment)	2	Syllabus completion Students Feedback
SEPTEMBER	4		5	Teacher's Day Publication of Department wise News letter	6	Students feedback-I analysis and corrective actions Result analysis of MSBTE summer 2022 exam.	7	Meeting of ICSU on result analysis, Meeting of Dept. Advisory Board, PAC on Result analysis on Dept. level	8		9	
	11		12	Verification of Continuous Assessment	13		14		15	Engineer's Day- Department wise Social Activity/ Community Projects	16	
	18		19	Syllabus completion review - II	20	Start of Filling Exam form with normal fees SY and TY students	21	Mock Class Test I for SY & TY, Department wise State Level Faculty Development Program (Min 3 Days)	22	Mock Class Test I for SY & TY	23	Mock Class Test I fo
	25		26	Parent Teacher Meet –I Department level	27	Start of Filling Enrollment form for newly admitted students	28	Class Test I for SY & TY, Continuous Assessment report audit by PAC	29	Class Test I for SY & TY, Continuous Assessment report audit by PAC	30	Class Test I for SY 8 Continuous Assessr
۲,		Practice Test- I for Backlog Subjects	3	Syllabus completion review - III Submission of class test - I result analysis	4	Mock Class Test I for FY & DSY Internal Academic Monitoring-II	5	Mock Class Test I for FY & DSY Project Review –I Publication of Department wise News letter	6	Last date of Filling Exam form with normal fees All students, Mock Class Test I for FY & DSY	7	Last date of institute Fees, Submission of
OCTOBER		Practice Test- I for Backlog Subjects	10	Class Test I for FY & DSY	11	Class Test I for FY & DSY	12	Last date of Filling Exam form with late fees of Rs 200 All students Class Test I for FY & DSY	13	Last date of institute confirmation for Exam form with late fees of Rs 200	14	Start of Filling Exam 16 Oct 2022) All stu
OCT	16	Practice Test- I for Backlog Subjects	17	Last date of institute confirmation for Exam form with late fees of Rs 1500	18	Verification of Continuous Assessment	19		20		21	
	23	Practice Test- I for Backlog Subjects	24		25		26		27		28	
	30 Practice Test- I for Backlog Subjects 31 Syllabus completion review - IV											
					1	Display Monthly Attendance, Defaulter Lists and Letter to Parents, Reports of Continuous Assessment (PR, Class Test, MCQ Test, Assignment), Students feedback - II	2		3	Students feedback-II analysis and corrective actions	4	Parent Teacher Mee
ER	6	Practice Test- II for Backlog Subjects	7		8		9		10		11	
NOVEMBER	13	Practice Test- II for Backlog Subjects	14		15	Syllabus completion review - IV	16	Mock Class Test II for SY & TY	17	Mock Class Test II for SY & TY	18	Mock Class Test II f
NON	20	Practice Test- II for Backlog Subjects	21	Mock Class Test II for FY & DSY	22	Mock Class Test II for FY & DSY	23	Class Test II for SY & TY Mock Class Test II for FY & DSY	24	Class Test II for SY & TY, Continuous Assessment report audit by PAC	25	Class Test II for SY Continuous Assessr
	27	Practice Test- II for Backlog Subjects	28	Class Test II for FY & DSY	29	Class Test II for FY & DSY Project Review – Final	30	Class Test II for FY & DSY Term End for SY and TY				
		Practice Test- I for Backlog Subjects										_
DECEMBER									1	Start of MSBTE Practical Exam for SY &TY	2	Submission of class
	4		5	Start of MSBTE Practical Exam for FY & DSY	6	Preliminary Examination		Preliminary Examination		Preliminary Examination		Preliminary Exami
ECEN	11		12	Course Exit Survey & Program Exit Survey	13	Review of plans of institute level cells/committees as per MoM of meeting conducted on 11th August.	14	Tentative Date for MSBTE Theory Exam.	15		16	
D	All Departments shall Complete 14 Industry Expert Lectures, 4 Guest lectures on Personality Development, 2 Guest lectures on Professional Guidance/ Career Advancement, 5 Industrial Visits, GFM-Student Meeting(Every Saturday), HoD-GFM International level Technical student Competition. (Note: Start of Even Semester: 12th January 2023.)											ay), HoD-GFM N



FRIDAY	SATURDAY			
	6			
sory Board (DAB) Meeting, ng (HoD & Dept. Faculties)-Analysis of r & Action Plan for Next Semester	13	Submission of department wise plan for upcoming semester (Industrial Visits, Workshops, Activities under Student Association/ Student Chapter, Clubs, Technical Events etc)		
	20			
	27			

n review - I, <-I	3	
	10	Alumni Meet
	17	State Level Quiz & Poster Competition
for SY & TY	24	
& TY, sment report audit by PAC		
		Display Monthly Attendance, Defaulter Lists and Letter to
	1	Parents, Reports of Continuous Assessment (PR, Class Test, MCQ Test, Assignment)
	1 8	Parents, Reports of Continuous Assessment (PR, Class
of class test - 1 result analysis n form with late fees of Rs 1500 (14 to		Parents, Reports of Continuous Assessment (PR, Class Test, MCQ Test, Assignment) Start of Filling Exam form with late fees of Rs 200 All
e confirmation for Exam form with normal of class test - 1 result analysis m form with late fees of Rs 1500 (14 to udents	8	Parents, Reports of Continuous Assessment (PR, Class Test, MCQ Test, Assignment) Start of Filling Exam form with late fees of Rs 200 All students Department wise One Day Workshop on Entrepreneurship Development, Professional Guidance
of class test - 1 result analysis n form with late fees of Rs 1500 (14 to	8 15	Parents, Reports of Continuous Assessment (PR, Class Test, MCQ Test, Assignment) Start of Filling Exam form with late fees of Rs 200 All students Department wise One Day Workshop on Entrepreneurship Development, Professional Guidance and Career Advancement Department wise One Day Workshop on Soft Skill &

eet –II Department level	5	Publication of Department wise Newsletter
	12	
for SY & TY	19	Course Exit Survey & Program Exit Survey Verification of Continuous Assessment and Internal Submission Completion review
Y & TY, sment report audit by PAC	26	Submission of Reports and presentation of Micro projects of all subjects

ss test - II result analysis	3	Term End for newly admitted students
nination	10	Preliminary Examination
	17	

Meeting (Twice in Month), 1 Faculty Development Program, 1 State/National/