

Mahatma Gandhi Vidyamandir's  
**Maharaja Sayajirao Gaikwad Arts, Science and Commerce College,**  
**Malegaon-Camp, Dist. Nashik**  
**ACADEMIC CALENDAR 2020-2021**

Month	Activities to be Conducted	Responsible Depts./respective committees/ Staff members	Remarks if post poned or completed
<b>**Term-I**</b>			
<b>June - 2020</b>	Commencement of A.Y 2020-21 [Since 15.06.2020] Planning of admission Process of UG Classes.	Chairman & Members of Admission committees	
	Principal Meeting with Teaching and Administrative Staff on 15 <sup>th</sup> June 2020	Administrative Staff (Registrar) of college	
	Arrange meeting of Academic Calendar Committee to prepare academic calendar.	Chairman & all members of committee	
	Preparation of Department wise Time Table, Workload distribution and Term-I Planning	All H.O.D's of respective department	
	World Yoga Day 21 <sup>st</sup> June	NSS/NCC/Student Development Dept.	
	IQAC Meeting	Principal Dr. D.F.Shirude & Mr. Saeed Ansari and committee members	
	To organize Tree plantation.	NSS, SWD, NCC and Botany dept.	
<b>July- 2020</b>	Commencement of FY/SY/TY Lectures & Practicals	HoD's of respective Depts	
	A tribute to Loknete Vyankatrao Hiray Punyatithi (03.07.2020)	Chairman & all committee members	
	Admissions of PG classes	HoD's of respective Depts	
	Meeting of Alumni Association	Dr. C.M. Nikam and committee members	
	Meeting of NSS , for Planning , Selection of Volunteers Meeting of NCC, for Planning, Selection of Cadets	NSS coordinator, committee members NCC Captain	
	Exam department meeting-Backlog students examination	Exam Dept- CEO	
	Preparation of time table and planning to arrange Competitive Examination Guidance Lecture series	Chairman & committee members	
	Conduct a meeting with student to introduce Student Welfare Schemes, and conduct a drive for selection of Students in Earn and Learn Schemes and distribute Work to the students	SDO & all committee members	
	To prepare details report on Equal Opportunity Cell (EOC) and submit with principal/IQAC on action taken and number of beneficiaries	All committee members.	
	To conduct college level sports activities for students	Physical Director Department of Sports	
<b>August- 2020</b>	To organize Blood Donation and Medical checkup camp	Medical, NSS, NCC	

	Commencement of Lectures & Practicals PG Classes in I-Term	HoD's of respective Depts	
	Celebration of Independence Day (15 August )	NCC in-charge & all cadets	
	One day NSS camp in the college premises cleaning	All committee members, NSS candidates	
	Medical check-up camp for first year students	Chairman & all committee members	
	Interactive Lecture on Communication Skills under Soft Skill Development program for Students, To organize Personality Development Program for student under Soft Skill Development	Chairman & committee members	
	Sports Week- Kho-Kho (Ladies) & Football (Boys) & other sports activities	Physical Education department	
	Inauguration function of 1) Science Association  2) Commerce Association  3) Staff academy  4) Social Science Association & arranging lecture series & competition for all Arts, Science & Commerce students 5) Literary Association	1) Chairman & committee members.  2) Chairman & committee members 3) Chairman and members of committee  4) HODs of Social Science. 5) HoD's of EMHU Dept.	
	Interaction with Parents and Students through meeting	Chairman and committee members	
	First Internal Test of FY, SYBA/B.Com/B.Sc/ B.Sc.(comp) Classes as per CBCS for I semester	Respective Depts	
	Library Advisory Committee (LAC) Meeting for overall review of library functioning-	Library Committee	
<b>September - 2020</b>	Preparation of students for participation in Avishkar project Competition	All ARC members	
	To organize invited talk under the banner of staff academy	Chairman and all committee members	
	Conduction of Grievances and Redresser Committee meeting.	Chairman & all committee members	
	Conduction Meeting of Alumni Association	Chairman and all committee members	
	Organize workshop for student to encourage them for NET/SET examination. Prepare report on last year NET /SET qualified students and submit to IQAC	Chairman and Committee members	
	Indoor Sport game competitions to be conducted	Physical Education Dept.	
	Teacher's Day Celebration 5-Sept.	Chairman and all members of the committee	
	To arrange / conduct lecture on career development and opportunities	Chairman & all committee members	
	Second Internal Test of FY, SYBA/B.Com/B.Sc/ B.Sc.(comp) Classes as per CBCS for I <sup>st</sup> semester	Respective Depts	

	Celebration of NSS Day by conducting tree plantation in the area nearby college campus.	Chairman and all committee members		
	Celebration of World Literacy Day through interactive lecture series under the banner of Literary Association	Chairman and all committee members.		
<b>October-2020</b>	Meeting of IQAC with all staff members and associates to verify compliances of all committees and each individuals record criteria wise	Principal Dr. D.F.Shirude, and all IQAC members		
	Mahatma Gandhi Jayanti (2 <sup>nd</sup> Oct.)	Chairman and all committee members		
	Internal Exam of TYB.Sc/ B.Sc.(comp) Classes.	Respective Depts		
	Sports Week– Competition of various events	Physical Education Dept.		
	Conduction of Women Grievances Committee meeting	Chairman & all committee members		
	Organize workshop to encourage the students appearing for SET/NET Exam.	Chairman and all committee members		
	IQAC Meeting with IQAC committee members	Principal Dr. D.F.Shirude & Mr. Saeed Ansari		
	Diwali Vacation			
	<b>**Term-II**</b>			
<b>November-2020</b>	Late. Karmaveer Bhausaheb Hiray Smruti Din 6-Nov.	Chairman & all members of the committee		
	Submission of Student Feedback and Analysis of Students Feedback about teacher,	All HOD's of respective Departments		
	Submission of performance report as per academic calendar to College Development Committee (CDC) for I <sup>st</sup> sem.	Principal Dr. D.F.Shirude		
	Meeting of ARC and report of ARC is to be submitted with IQAC	Chairman & all Committee members		
Term End exams for TYBA/ B.Com.				
<b>December-2020</b>	Preparation of Department wise Time Table, Workload distribution and Term-II Planning Commencement of FY/SY/TY Lectures & Practicals	HoD's of respective Depts		
	Meeting of Anti-Ragging Squad is to be called and details of action taken by the committee in the year is to be submitted with IQAC	Chairman and all committee members		
	Inauguration of NSS Special Winter Camp	Chairman and all committee members		
	Excursion (Field Visit) for S.Y.B.Sc/T.Y.B.Sc. Botany/ Zoology/ Physics/Geography Students	Chairman and all committee members		
	Celebration of Renukabei Bhausaheb Hiray Jayanti (30-Dec)	Chairman and all committee members		
	Performance analysis of Equal Opportunity Cell (EOC) by Coordinator and details report of action taken.	Chairman and all committee members.		
	Sports Inter College competition	Physical Director		
	Dr. M.R. Jaykar Employability skill programme (3 Months schedule)	Chairman & Committee members		

<b>January-2021</b>	Commencement of Lectures & Practicals PG Classes in II-Term	HoD's of respective Depts	
	To plan and arrange State/National Level Conference/Workshop/Seminar.	Co-ordinator's of respective program.	
	To plan and arrange State Level Debating Competition	Chairman and & all committee members	
	First Internal Test of FY, SYBA/B.Com/B.Sc/ B.Sc.(comp) Classes as per CBCS for II <sup>nd</sup> Sem	Respective Depts	
	Annual Social Gathering & Prize Distribution	Chairman of Annual Social Gathering	
	Celebration of Republic Day (26 <sup>th</sup> -Jan.)	NCC	
	One Day NSS Camp and Field Work	Chairman and all committee members	
	Interaction with Parents and Students through meeting	Chairman and all committee members	
<b>February-2021</b>	To prepare Magazine layout, contents and conduct editing and sensor-ship for collected manuscript for college magazine.	Chairman and all committee members	
	Celebration of University Foundation Day (10 <sup>th</sup> -Feb.)	NCC, NSS Dept.	
	A tribute to Smt. Renuka Aji Hiray on her Punyatithi -(17-Feb.)	Chairman and all committee members	
	Celebration of National Science Day 28 <sup>th</sup> Feb. by all science departments under the banner of Science Association.	Chairman and all committee members.	
	Celebrating Chatrapati Shivaji Maharaj Jayanti 19-Feb.	Chairman and & all committee members	
	Second Internal Test of FY, SYBA/B.Com/B.Sc/ B.Sc.(comp) Classes as per CBCS for II <sup>nd</sup> sem	Respective Depts	
	IQAC Meeting	Principal Dr. D.F.Shirude & Mr. Saeed Ansari and committee members	
<b>March -2021</b>	Celebration of Karmaveer Bhausaheb Hiray Jayanti (1 <sup>st</sup> March).	Chairman and all committee members	
	World Women's Day celebration on 8-March	Women Grievances committee	
	Meeting of College Development Committee for Annual Budget and Audit Report	Principal & all committee Members	
	Internal Exam of T.Y.B.Sc/ B.Sc.(comp) Classes.	Respective Depts	
	Submission of Student Feedback and Analysis of Students Feedback about teacher,	All HOD's of respective Departments	
	Commencement of University Pract.Exam.of UG Classes.	HOD's of respective Departments &	
	Conduction of University Examination B.Sc/B.A./B.Com/B.Sc. Comp.	Exam. Dept	
<b>April-2021</b>	Loknete Vyankatrao Hiray Jayanti celebration	Chairman and all committee members	
	CAP University and College Examination	Exam. Dept	
	IQAC Meeting	Principal	

	Annual Staff Meeting for Submission of all documentary evidence to IQAC about the activities performed by respective committee as scheduled by Academic Calendar Committee	Principal Dr. D.F.Shirude & Academic Calendar Committee chairman & all members of committee.	
<b>May-2021</b>	1 <sup>st</sup> May Maharashtra Din Flag Hoisting & End of Acad. Year 2020-21.	NCC Dept.	
	Summer Vacation	Summer Vacation	

Academic Calendar

**Dr. D.F.Shirude**  
( Principal)

**Note :-** Chairman & members of the respective committees are responsible to conduct the activity. You are requested to submit one copy of detail report in soft copy format as a proof of activities conducted by you or your associate or your department with IQAC within 7 days from the date of completion of activity. Failing to submit the proof may be notified as negligence on your part. All soft copies of any documents, photo, report must be sent on [msgiqac@gmail.com](mailto:msgiqac@gmail.com) which is official email id of the IQAC department.  
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