

Samaj Shikshan Mandal  
**Amruteshwar Arts, Commerce and Science College, Vinzar**  
 At. Post. Vinzar, Tal. Velhe, Dist. Pune 412213  
 NAAC Reaccredited with B Grade (3<sup>rd</sup> Cycle)

*AACS/303/24* **Internal Quality Assurance Cell (IQAC)** *Date:- 18-6-2024*

**Academic Calendar for the Year 2024-25**

| Sr No | Month     | Plan of Action to be taken for the academic year 2024-25     |  |   |
|-------|-----------|--|--|---|
|       |           | Teaching-Learning and Evaluation                             | Co-curricular activity                                 | Administrative activity                         |
| 1     | June-2024 | 1. Admission Work  | 1. Preparation of NSS & SDB annual plan                | 1. Result distribution                          |
|       |           | 2. Preparation of annual Teaching Plan                       | 2. Preparation of PTA and AR of Departments            | 2. Approval of College Budget.                  |
|       |           | 3. Preparation of College Time Table                         |  | 3. Interview for CHB post                       |
|       |           | 4. NEP Sensitization Program                                 |  | 4. Staff meeting 1 <sup>st</sup> term opening.  |
|       |           |  |  | 5. 1 <sup>st</sup> departmental meetings.       |
| 2     | July-2024 | 1. Result analysis   | 1. Fresher's Party.                                    | 1. Admission work and enrollments               |
|       |           | 2. Student orientation program                               | 2. Selection of NSS and SDB.                           | 2. 1 <sup>st</sup> meeting of IQAC and CDC.     |
|       |           | 3. Lectures and practical's                                  | 3. Sports activity screening.                          | 3. Lab and Library requisition and procurement. |
|       |           | 4. PPT presentations.  |  | 4. Preparation of AQAR of last Year             |
| 3     | Aug-2024  | 1. Lectures and Practical's                                  | 1. NSS and SDB regular activity                        | 1. Eligibility work.                            |
|       |           | 2. Tutorials and Home assignments                            | 2. Sports and cultural activity participation guidance | 2. Affiliation work.                            |
|       |           | 3. Experiential and Participative learning (GD and Seminars) | 3. Avishkar Research competition preparation           | 3. Scholarships forms                           |
| 4     | Sept-2024 | 1. Lectures and Guest lectures                               | 1. NSS and SDB regular activity                        | 1. 2 <sup>nd</sup> meeting of IQAC and CDC.     |
|       |           | 2. Practical's   | 2. BPDFK scholarship program.                          | 2. 2 <sup>nd</sup> departmental meetings.       |




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|    |          | 3. Home assignments and students seminars                    | 3. Competitive exam guidance.                              | 1. Eligibility with late fees.                  |
| 5  | Oct-2024 | 1. Lectures and Guest lectures                               | 1. NSS and SDB regular activity                            | 2. Workload sanction by JDHE.                   |
|    |          | 2. Practical's   | 2. Students health checkup camp                            | 3. Preparation and Online submission of MIS.    |
|    |          | 3. Internal Assessment                                       | 3. Placement counseling program                            |   |
| 6  | Nov-2024 | 1. SPPU Examination and CAP assessments.                     | 1. Study tour planning                                     | 1. Staff meeting: Term End                      |
|    |          | 2. Practical/Oral Examinations                               | 2. College magazine data collection and preparation        | 2. Purchase of stationary and office material.  |
|    |          | 3. Participation in RC/OC/STC etc                            | 3. Participation in research competition                   |   |
|    |          | 4. Diwali Vacations  |  |   |
| 7  | Dec-2024 | 1. Resume of 2 <sup>nd</sup> term                            | 1. NSS and SDB regular activity                            | 1. 3 <sup>rd</sup> meeting of IQAC and CDC.     |
|    |          | 2. Lectures and Practical's                                  | 2. NSS special camp winter                                 | 2. 3 <sup>rd</sup> departmental meetings.       |
|    |          | 3. Result analysis 1 <sup>st</sup> term.                     | 3. PTA and Alumni Meet                                     | 3. MOUs and activity                            |
|    |          |  | 4. Extramural and Extension activity                       |   |
| 8  | Jan-2025 | 1. Lectures and Practical's                                  | 1. NSS and SDB regular activity                            | 1. Online submission of AI Survey.              |
|    |          | 2. Tutorials and Home assignments                            | 2. Sports and cultural activity and Participations.        | 2. Conduction of SSS                            |
|    |          | 3. Experiential and Participative learning (GD and Seminars) | 3. Study tours and field visits.                           | 3. College website updation                     |
|    |          | 4. PPT presentations   | 4. Organization/ Participation in conference/seminars etc. | 4. 2 <sup>nd</sup> IQAC meeting                 |
| 9  | Feb-2025 | 1. Lectures and Guest lectures                               | 1. NSS and SDB regular activity                            | 1. Filling up Feedback forms                    |
|    |          | 2. Practical's   | 2. Inter-collegiate sports competition                     | 2. Requisition and procurement of exam material |
|    |          | 3. Home assignments and students seminars                    | 3. Cultural and Annual Day                                 |   |
| 10 | Mar-2025 | 1. Lectures and Guest lectures                               | 1. Farewell party  | 1. 4 <sup>th</sup> meeting of IQAC and CDC.     |



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|----|----------|--|--|---|
|    |          | 2. Practical's                           | 2. Audits of NSS, SDB, QIP and SGS (SPPU audits) | 2. 4 <sup>th</sup> departmental meetings.             |
|    |          | 3. Internal Assessment                   |  | 3. Data Collection For College prospectus 2023-24.    |
| 11 | Apr-2025 | 1. SPPU Examination and CAP assessments. | 1. Review of PTA and Alumni meet                 | 1. IQAC meeting                                       |
|    |          | 2. Practical/Oral Examinations           | 2. Submission of annual report                   | 2. CDC report submission to SPPU.                     |
|    |          | 3. Participation in RC/OC/STC etc        | 3. Submission of API and CAS proposals           | 3. Printing college magazine.                         |
|    |          |  | 4. ATR of all departments                        | 4. Staff meeting 2 <sup>nd</sup> term end.            |
| 12 | May-2025 | 1. SPPU Examination and CAP assessments. | 1. Printing of college journals                  | 1. Printing college prospectus 2023-24                |
|    |          | 2. Participation in RC/OC/STC etc        | 2. Summer camp if any                            | 2. Physical verification of Library                   |
|    |          |  |  | 3. Stock taking report                                |
|    |          |  |  | 4. Follow up of College website and VRUDDI software's |
|    |          |  |  | 5. Pre-admission work, 6. CHB Advertisement           |

All Departments of College: QIP, WGC, RTI, ARD, NSS, SDB, SGS, SGC, CDC, ARC, PTA, PC, DC, BPDK, Exam department, sports department and other departments.

|                                  |   |                                |
|----------------------------------|---|--------------------------------|
| QIP: Quality Improvement Program | WGC: Women Grievance Redressed cell         | RTI: Right to Information      |
| ARD: Academic Research Dept      | NSS: National Service Scheme                | SDB: Student Development Board |
| SGS: Special Guidance Scheme     | CDC: College Development Committee          | ARC: Anti-Ragging Cell         |
| SGC: Student Grievance Cell      | PTA: Parent Teacher Association             | PC: Purchase Committee         |
| DC: Discipline Committee         | BPDK: Borge-Phadke-Dongre-Kadam Scholarship |                                |

  
**I.Q.A.C.**  
**Amruteshwar Arts, Commerce & Science College, Vinzar.**  
**Tal. Velhe, Dist. Pune.**



  
**Principal**  
**Amruteshwar Arts, Commerce & Science College, Vinzar, Tal. Velhe, Dist. Pune.**