Amruteshwar Arts, Commerce and Science College, Vinzar

At. Post. Vinzar, Tal. Velhe, Dist. Pune 412213 NAAC Reaccredited with B Grade (3rd Cycle)

Internal Quality Assurance Cell (IQAC)

Academic Calendar for the Year 2022-23

Sr	Month	Plan of Action to be taken for the academic year 2022-23					
No		Teaching-Learning and Evaluation	Co-curricular activity	Administrative activity			
1	June-2022	1. Admission Work	1. Preparation of NSS & SDB annual plan	1. Result distribution			
		Preparation of annual Teaching Plan	2. Preparation of PTA and AR of Departments	2. Approval of College Budget.			
		Preparation of College Time Table		3. Interview for CHB post			
				4. Staff meeting 1st term opening.			
				5.1st departmental meetings.			
2	July-2022	1. Result analysis	1. Fresher's Party.	Admission work and enrollments			
		2. Student orientation program	2.Selection of NSS and SDB.	2.1st 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-2022	1. Lectures and Practical's	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-2022	Lectures and Guest lectures	1. NSS and SDB regular activity	1. 2 nd meeting of IQAC and CDC.			
		2. Practical's	2. BPDK scholarship program.	2. 2 nd departmental meetings.			



Page 1 of 3

		3. Home assignments and	2 Commentation	1 F1: 11:12 - 14 1 .
		students seminars	3. Competitive exam	1. Eligibility with late
5	Oct-2022	Burdanee		fees.
3 Oct-2022		lectures	1. NSS and SDB regular	2. Workload sanction by
1	1	2. Practical's	activity	JDHE.
1	2. Practical's		2. Students health checkup	3. Preparation and
			camp	Online submission of MIS.
	3. Internal Assessment		3. Placement counseling	
<u></u>			program	,
6	Nov-2022	1. SPPU Examination and	1. Study tour planning	1. Staff meeting: Term
		CAP assessments.		End
		2. Practical/Oral	2. College magazine data	2. Purchase of stationary
		Examinations	collection and preparation	and office material.
		3. Participation in	3. Participation in research	
		RC/OC/STC etc	competition	
		4. Diwali Vacations		
7	Dec-2022	1. Resume of 2 nd term	1. NSS and SDB regular	1. 3 rd meeting of IQAC
			activity	and CDC.
		2. Lectures and Practical's	2. NSS special camp winter	2. 3 rd departmental
				meetings.
		3. Result analysis 1st term.	3. PTA and Alumni Meet	3. MOUs and activity
			4.Extramural and	
			Extension activity	
8	Jan-2023	1. Lectures and Practical's	1. NSS and SDB regular	1. Online submission of
			activity	AI Survey.
		2. Tutorials and Home	2. Sports and cultural	2. Conduction of SSS
		assignments	activity and Participations.	
		3. Experiential and	3. Study tours and field	3. College website
		Participative learning (GD	visits.	updation
		and Seminars)		1
		4. PPT presentations	4. Organization/	4. 2 nd IQAC meeting
			Participation in	
			conference/seminars etc.	
9	Feb-2023	1. Lectures and Guest	1. NSS and SDB regular	1. Filling up Feedback
		lectures	activity	forms
		2. Practical's	2. Inter-collegiate sports	2. Requisition and
			competition	procurement of exam
				material
		3. Home assignments and	3. Cultural and Annual Day	vitui
		students seminars	The Fill of the Parish of the	
10	Mar-2023	Lectures and Guest	1. Farewell party	1. 4th meeting of IQAC
		lectures	wiviton purij	and CDC.
				and CDC.



Page 2 of 3

SGS: Special Guidance Scheme CDC: College Development ARC: Anti-Ragging Cell Committee SGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee		T	10 D				
3. Internal Assessment 3. Internal Assessment 3. Data Collection For College prospectus 2023-24. 11 Apr-2023 1. SPPU Examination and CAP assessments. 2. Practical/Oral Examinations 3. Printing College magazine. 4. ATR of all departments 4. Staff meeting 2nd term end. 1. Printing of college prospectus 2023-24. 1. SPPU Examination and CAS proposals 4. ATR of all departments 4. Staff meeting 2nd term end. 1. Printing of college prospectus 2023-24. 1. SPPU Examination and CAS proposals 4. ATR of all departments 5. Practicipation in RC/OC/STC etc 1. Printing of college prospectus 2023-24. 2. Participation in RC/OC/STC etc 3. Stock taking report 4. Follow up of College website and VRUDDI software's 5. Pre-admission work, 6. CHB Advertisement and other departments. 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. 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. ARD: Academic Research Dept ARD: Academic Research Dept NSS: National Service Scheme CDC: College Development Committee SGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee			2. Practical's	;	1		2. 4 th departmental
3. Internal Assessment 3. Data Collection For College prospectus 2023-24. 1. SPPU Examination and CAP assessments. 2. Practical/Oral Examinations 3. Practical/Oral Examinations 4. AUmni meet submission of annual report submission to SPPU. 3. Participation in RC/OC/STC etc 4. ATR of all departments 4. ATR of all departments CAP assessments. 2. Printing college magazine. 4. ATR of all departments 4. Staff meeting 2 nd term end. 1. Printing of college journals 2. Purticipation 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, SPDK, Exam department, sports department and other departments. QIP: Quality Improvement Program WGC: Women Grievance Redressed cell ARD: Academic Research Dept NSS: National Service Scheme SDB: Student Development Board SGS: Special Guidance Scheme CDC: College Development ARC: Anti-Ragging Cell Committee 3. Data College in College in College in College in College in Special Guidance Scheme in College in						PU	meetings.
11 Apr-2023			2.7		audits)		
Apr-2023 1. SPPU Examination and CAP assessments. 2. Practical/Oral Examinations 3. Participation in RC/OC/STC etc May-2023 1. SPPU Examination and CAP assessments. 2. Submission of annual report submission to SPPU. 3. Submission of API and CAS proposals 4. ATR of all departments 4. Staff meeting 2 nd term end. 1. Printing of college prospectus 2023-24 2. Participation in RC/OC/STC etc 2. Summer camp if any 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. All Departments of Redersed cell ARD: Academic Research Dept ARD: Academic Research Dept NSS: National Service Scheme CDC: College Development Committee CGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee			3. Internal A	ssessment			3. Data Collection For
1. SPPU Examination and CAP assessments. 2. Practical/Oral Examinations 3. Participation in RC/OC/STC etc 1. SPPU Examinations 3. Submission of API and CAS proposals 4. ATR of all departments 4. Staff meeting 2nd term end. 1. Printing college magazine. 1. Printing of college prospectus 2023-24 2. Participation in RC/OC/STC etc 2. Summer camp if any 3. Stock taking report 4. Follow up of College website and VRUDDI software's 5. Pre-admission work, 6. CHB Advertisement AII Departments of College: QIP, WGC, RTI, ARD, NSS, SDB, SGS, SGC, CDC, ARC, PTA, PC, DC, BPDK, Exam department, sports department and other departments. AII Departments of College: QIP, WGC, RTI, ARD, NSS, SDB, SGS, SGC, CDC, ARC, PTA, PC, DC, BPDK, Exam department Program Redressed cell ARD: Academic Research Dept NSS: National Service Scheme CDC: College Development Committee CGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee							College prospectus
CAP assessments. 2. Practical/Oral Examinations 3. Participation in RC/OC/STC etc ATR of all departments 2. Submission of API and CAS proposals 4. ATR of all departments 4. Staff meeting 2nd term end. 1. Printing of college prospectus 2023-24 2. Participation in RC/OC/STC etc ATR of all departments 1. Printing of college prospectus 2023-24 2. Participation in RC/OC/STC etc ATR of all departments 1. Printing of college prospectus 2023-24 2. Participation in RC/OC/STC etc ATR of all departments 2. Summer camp if any A library 3. Stock taking report 4. Follow up of College website and VRUDDI software's 5. Pre-admission work, 6. CHB Advertisement AND Participation in RC/OC/STC etc AND PDK, Exam department, sports department and other departments. AND PORTION OF COLLEGE Redressed cell ARD: Academic Research Dept NSS: National Service Scheme SDB: Student Development Board ARC: Anti-Ragging Cell Committee SGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee							2023-24.
2. Practical/Oral Examinations report submission to SPPU. 3. Participation in RC/OC/STC etc CAS proposals magazine. 4. ATR of all departments 4. Staff meeting 2 nd term end. 1. Printing of college prospectus 2023-24 2. Participation in RC/OC/STC etc CAS proposals magazine. 1. Printing of college prospectus 2023-24 2. Participation in RC/OC/STC etc CAS proposals magazine. 1. Printing of college prospectus 2023-24 2. Participation in RC/OC/STC etc CAS proposals magazine. 1. Printing of college prospectus 2023-24 2. Physical verification of Library 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 and other 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 WGC: Women Grievance Redressed cell ARD: Academic Research Dept NSS: National Service Scheme SDB: Student Development Board GGS: Special Guidance Scheme CDC: College Development ARC: Anti-Ragging Cell Committee GGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee	11	Apr-2023	!				1. IQAC meeting
Examinations report submission to SPPU. 3. Participation in RC/OC/STC etc CAS proposals magazine. 4. ATR of all departments 4. Staff meeting 2 nd term end. 1. Printing of college prospectus 2023-24 2. Participation in RC/OC/STC etc 2. Summer camp if any RC/OC/STC etc 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 WSS: National Service Scheme SDB: Student Development Board GGS: Special Guidance Scheme CDC: College Development ARC: Anti-Ragging Cell Committee SGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee		CAP assessments. Alumni meet		Alumni meet			
3. Participation in RC/OC/STC etc CAS proposals 3. Printing college magazine. 4. ATR of all departments 4. Staff meeting 2 nd term end. 1. SPPU Examination and CAP assessments. journals 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 4. Follow up of College website and VRUDDI software's 5. Pre-admission work, 6. CHB Advertisement and other departments. 2. Participation in RC/OC/STC etc 5. Pre-admission work, 6. CHB Advertisement 4. Follow up of College website and VRUDDI software's 5. Pre-admission work, 6. CHB Advertisement 4. Follow up of College website and VRUDDI software's 5. Pre-admission work, 6. CHB Advertisement 6. CHB Adv			ł		2. Submission of	annual	2. CDC report
RC/OC/STC etc CAS proposals magazine. 4. ATR of all departments 4. Staff meeting 2nd term end. 12 May-2023 1. SPPU Examination and CAP assessments. journals 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 4. Follow up of College website and VRUDDI software's 5. Pre-admission work, 6. CHB Advertisement 4. Follow up of College website and VRUDDI software's 5. Pre-admission work, 6. CHB Advertisement 4. Follow up of College website and VRUDDI software and other 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 RAD: Academic Research Dept NSS: National Service Scheme SDB: Student Development Board CGS: Special Guidance Scheme CDC: College Development ARC: Anti-Ragging Cell Committee CDC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee					report		submission to SPPU.
4. ATR of all departments 4. Staff meeting 2 nd term end. 1. Printing of 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 4. Stock taking report 6. CHB Advertisement 8. Stock taking report 9. Stock taking report 1. Printing college prospectus 2023-24 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 6. CHB Advertisement 7. Stock taking report 8. Stock taking report 9. Stock taking repo			3. Participation	on in	3. Submission of API and		3. Printing college
May-2023 1. SPPU Examination and 1. Printing of college 1. Printing college prospectus 2023-24		RC/OC/STC		etc	CAS proposals		magazine.
1. SPPU Examination and CAP assessments. 2. Participation in RC/OC/STC etc 2. Summer camp if any CAP description 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 ARD: Academic Research Dept NSS: National Service Scheme SDB: Student Development Board GGS: Special Guidance Scheme CDC: College Development ARC: Anti-Ragging Cell Committee CGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee					4. ATR of all dep	artments	4. Staff meeting 2 nd term
CAP assessments. CAP assessments. journals prospectus 2023-24							end.
CAP assessments. journals prospectus 2023-24 2. Participation in RC/OC/STC etc 2. Summer camp if any of Library 3. Stock taking report 4. Follow up of College website and VRUDDI software's 5. Pre-admission work, 6. CHB Advertisement 4. Follow up of College website and VRUDDI software's 5. Pre-admission work, 6. CHB Advertisement 6. CHB Advertisement 7. Sapple, Exam department, sports department and other departments. QIP: Quality Improvement Program WGC: Women Grievance Redressed cell 8. RTI: Right to Information Redressed cell 8. Special Guidance Scheme CDC: College Development ARC: Anti-Ragging Cell 6. Committee 8. SGC: Student Grievance Cell 8. PTA: Parent Teacher Association PC: Purchase Committee 8. SGC: Student Grievance Cell 8. PTA: Parent Teacher Association PC: Purchase Committee	12	May-2023	1. SPPU Examination and		1. Printing of college		1. Printing college
RC/OC/STC etc 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 ARD: Academic Research Dept NSS: National Service Scheme SDB: Student Development Board AGS: Special Guidance Scheme CDC: College Development ARC: Anti-Ragging Cell Committee GGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee		CAP assessments.		ents.	journals		
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 RTI: Right to Information Redressed cell ARD: Academic Research Dept NSS: National Service Scheme SDB: Student Development Board GGS: Special Guidance Scheme CDC: College Development ARC: Anti-Ragging Cell Committee CGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee					2. Summer camp	if any	2. Physical verification
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 ARD: Academic Research Dept NSS: National Service Scheme SDB: Student Development Board GGS: Special Guidance Scheme CDC: College Development Committee SGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee			RC/OC/STC	etc			of Library
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 ARD: Academic Research Dept NSS: National Service Scheme SDB: Student Development Board GGS: Special Guidance Scheme CDC: College Development Committee SGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee					,		3. Stock taking report
SGC: Student Grievance Cell S. Pre-admission work, 5. Pre-admission work, 6. CHB Advertisement 6. CHB Advertisement 7. Pre-admission work, 6. CHB Advertisement 8. CHB Advertise							4. Follow up of College
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							_
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							software's
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							5. Pre-admission work,
ARD: Academic Research Dept NSS: National Service Scheme SGS: Special Guidance Scheme CDC: College Development Committee CGC: Student Grievance Cell Committee CGC: Student Grievance Cell Committee CGC: PTA: Parent Teacher Association PC: Purchase Committee							6. CHB Advertisement
ARD: Academic Research Dept NSS: National Service Scheme SGS: Special Guidance Scheme CDC: College Development Committee CGC: Student Grievance Cell Committee CGC: Student Grievance Cell Committee CGC: PTA: Parent Teacher Association PC: Purchase Committee	All Dep	partments of Co	llege: QIP, WC	C, RTI, ARD, N	SS, SDB, SGS, SG	C, CDC, A	RC, PTA, PC, DC,
Redressed cell ARD: Academic Research Dept NSS: National Service Scheme SGS: Special Guidance Scheme CDC: College Development Committee CGC: Student Grievance Cell Committee CGC: Student Grievance Cell Committee CGC: Student Grievance Cell CGC: Student Grievance Cell CGC: College Development COMMITTER CO	BPDK,	Exam departme	ent, sports depa	rtment and other	departments.		
Redressed cell ARD: Academic Research Dept NSS: National Service Scheme SGS: Special Guidance Scheme CDC: College Development Committee CGC: Student Grievance Cell Committee CGC: Student Grievance Cell Committee CGC: Student Grievance Cell CGC: Student Grievance Cell CGC: College Development COMMITTER CO				WGC: Women Grievance		RTI: Right to Information	
SGS: Special Guidance Scheme CDC: College Development ARC: Anti-Ragging Cell Committee SGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee	, <u> </u>			Redressed cell			
SGS: Special Guidance Scheme CDC: College Development ARC: Anti-Ragging Cell Committee SGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee	ARD: Academic Research Dept NSS: Natio			NSS: National S	Service Scheme SDB: Stud		dent Development Board
Committee SGC: Student Grievance Cell PTA: Parent Teacher Association PC: Purchase Committee	SGS: Special Guidance Scheme			CDC: College Development		1	
				1 1			
DODE DE MILE	SGC: Student Grievance Cell PTA:			PTA: Parent Te	eacher Association PC: Purchas		nase Committee
DC: Discipline Committee BPDK: Borge-Phadke-Dongre-	DC: Discipline Committee			BPDK: Borge-P	hadke-Dongre-		

Date: 20.06,2022

I.Q.A.C.

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



Kadam Scholarship

Page 3 of 3

Principas
Amrutesnwar Arts, Commerce & Science
College Vinzar Tal Velhe, Dist Pune