

Arts, Science and Commerce Colleg, Chikhaldara

2021-2022 ACTIVITY PLAN

Sr. No	Name of Committee (Coordinator)	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
1	2	3	4	5	6	7	8	9	10	11	12	13
1	I. Q. A. C. (NAAC) (VDK)			1) Workshop on use of ICT tools 2) Teaching Methodology	Programme on Use of Mock & Moodles	Program on IPR	Workshop on Quality initiative in laboratory		administrative Workshop for non teaching staff			
2	Co-ordination Arts Faculty (AVD)		Interaction with newly admitted students	Entry level test 2021-22 syllabus completion report								
3	Co-ordination Science Faculty (GDM)		Syllabus completion Report collection	Entry level test 2021-22 syllabus completion report	Syllabus completion Report collection	Syllabus completion Report collection	Internal Exam and Syllabus completion report	University Practical Exam W-2021	Syllabus Completion Report	Internal Exam and Syllabus completion report	University Practical Exam S-2022	
4	Co-ordination Commerce Faculty (PMK)		Interaction with newly admitted students	Entry level test 2021-22 syllabus completion report								
5	UGC Planning & Management Board (GRD)	Proposal for various scheme will be prepared as per UGC directions and guidelines										
6	Palak Yojana (HUP, NJS, SLK)		Display and distribution Of provisional Palak Yojana Students List	Orientation of Students about palak Yojana	Display and distribution Of Final Palak Yojana Students List	Monthwise regular report	Monthwise regular report	Month wise Regular	Month wise Regular	Monthwise regular report	Monthwise regular report	Monthwise regular report
7	Sports Committee (PGG)	21 June International Yoga Day	15 to 21 July Kho-Kho camp	29 August, National Sports day, Sports G.K.	SGBAU Inter collegiate Kho Kho tournaments organization	Inter collegiate various games participations		Guest lecture on Sports in N.S.S. Camp	District Level Kho-Kho camp, Sports G.K. test , Sports elocation and Kho Kho competition	Gathering sports 01st Week of February		

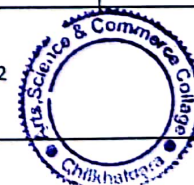


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8	N. S. S. & Students Council (ARK)	Yoga Day	Tree Plantation	According to University letter Student Council Election	NSS day	Mahatma Gandhi Jayanti	Preparation of NSS Camp	NSS Camp	Savitribai Phule and Swami Vivekanand Jayanti	Sant Gadge Baba Jayanti	According to University letter work	NSS Regular programe and NSS camp report
9	Sipna Alumni Association (ARB)								Alumni Meet in Annual social Gathering			
10	Cultural Committee (SNJ)								Annual social Gathering			
11	YCMOU / MKCL / TLC (MBS)	Work of committee has been done as per dirction of Prncipal through th year										
12	Best Student of the Year (DSH)								Data Collection and award ceremony In Annual Social Gathering			
13	Gunvant Vidhyarathi Satkar (RSM)								In Annual Social Gathering			
14	Library Advisory Committee (SGM)			Meeting with members								Meeting with members
15	Carrier Guidance & Counseling Cell (DSH)			06 day Add on course on self skill development	GK Test, Science Apptitude test and Eassy Test				Guest Lecture, Seminar and Meditation Woprkshop			Carrer counselling to students throughout year

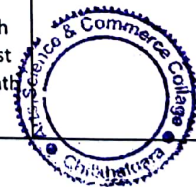




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16	Teacher-Student Guardian Committee (BNM)				Parent Meet								
17	Admission Committee (KNS)		Admission Drive	Admission Procedure according to University directions									
18	Purchase Committee (RSM)	Throughout the year as per need											
19	Building Committee (BSD)	As per direction of Principal											
20	Tours & Excursion (RPR, ARB and VMM)	As per last year of Science								Industrial Visit			
21	Wall Poster, Wall Magazine News publication & College Report (MBS, ARK)	Throughout the year											
22	Anti-raging, Discipline & Grievances (Students) (PGG)		Meeting with Principal with all members		Meeting with all students with PPT and UGC Clip Video				Meeting with Principal for smooth conduct of gathering	meeting with students for smooth conduct of gathering			
23	College Magazine and Prospectus publication (AVD)	College magazine to be published by June 2021 and prospectus by May 2022											



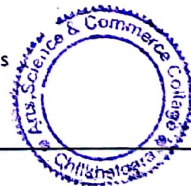
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24	Stock Verification & Instrument Maintenance Committee (NYB)		Meeting with principal and members in last week of July		Meeting with principal and members in last week of September				Meeting with principal and members in last week of January			Meeting with principal and members in last week of April
25	Environmental study teaching, learning & Examination (GDM)	Syllabus distribution, exam conduction at college level, result assessment work.										
26	Weather Observation & Information (VSM)	Continued										
27	Student Seminar (SRK, HUP and PMK)				Departmental seminar in 3rd or 4th Week				Inter class seminar competition last week of January			
28	Mahila Grievance (USW)		Meet with principal and all members 16/07/2019	Meet with all girls students of college last week of August				meet with principal and all members	Programme on Hygeine and safety			
29	Scholarship Committee (MBS)	as per government rules										
30	Time Table (AFB, BNM & PMK)	Regular time table										
31	College Website (DVP)	As per need										
32	Academic Plan (RSM, GBD, ARK)		Plan preparation Arts, science and commerce									
33	Women's Hostel Committee (NYB)		meeting with principal with members last week of Month	meeting with principal with members last week of Month	meeting with principal last week of Month	meeting with principal last week of Month		meeting with principal last week of Month	meeting with principal last week of Month	meeting with principal last week of Month	meeting with principal last week of Month	



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34	Nodal Officer (VRP)					upto admission dates		Information of our college fill in AISHE DCF form	Information of our college fill in AISHE DCF form and upload			
35	Employee Service Book Verification Committee (NJS)	Regular updation of employee service book as per need										
36	University Exam. In-charge Practical (AFB)					Practical Exam time table					Practical Exam time table	
37	Internal Exam Committee (Unit test/ Common Test/ Entry level test) (RPR, MBS & VMM)			Entry level test	Internal Exam and common test as per commencing academic plan							
38	Women Development Cell (SNJ)		2 day camp									
39	Student Feedback and Student Satisfaction Survey (VHM)									02nd Week of February		
40	Research Club (URK)	Meeting of Members			Guest Lecture for students			Avishkar, Events organized By SGBAU				
41	Remedial Coaching (VMM)		Extra remedial coaching classes form SC, ST OBC students	Extra remedial coaching classes form SC, ST OBC students	Extra remedial coaching classes form SC, ST OBC students	Extra remedial coaching classes form SC, ST OBC students		Extra remedial coaching classes form SC, ST OBC students				



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42	API Scrutiny Committee (UGT)	As per proposal received										
43	Entrepreneurship development and industry institute linkage cell (SLK)					Guest Lecture			Add on Course on Bamboo craft			
44	Swaccha Bharat Swastha Bharat and College Beautification Committee (SPC)	Rainwater harvesting (RSM)	Rainwater harvesting (RSM)/ Sports and Health Awareness (PGG)/Yoga Awareness Programme (SNJ)	Rainwater harvesting (RSM) / Savings and Investment guidance (BNN)/Plastic Free Environment Awareness (USW)/ Diet, Hygiene and Health Awareness	Swatch Week (ARK)				Sports and Health Awareness (PGG)/ Awareness of E-waste and Management (VDK)/Legal Awareness speech (SPC)/ Conservation of Melght Plant (URK)/ Solar Energy Awareness (AFB)	September to February Vivek Jagar (HUP)		
45	COP (Ethnobotany) URK)	As per syllabus										
46	RUSA (GRD)	Proposal will be prepare as per RUSA directions										
47	NIRF (VHM)	The Process will Start after registration.										
48	Student Development Cell (GBD)	As per direction of University										
49	Staff council and management meeting (HUP)	Last year to be noted details										



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50	Library (SGM)				Library orientation				Book Exhibition			

Basu



Pati
PRINCIPAL
 Art, Science & Commerce
 College, Chikhaldara

