



ACADEMIC CALENDAR (IQAC) 2021-22

MANDATORY ACTIVITIES FOR THE ASSESSMENT AND ACCREDITATION OF NAAC
(In addition to Institution and University Calendar of Events)


Sl.NO	NAAC	Activities	NAAC	Odd/Even	Week & Month Action taken/Remarks
1	General	Principal's meeting with HoD's and staff Formulation & (Plan of Action of Cells, Clubs, Associations & Committees - Allotment and Execution)	-	Odd Sem	First week of Re-opening
2	General (3.1.3)	Webinars (multidisciplinary & courses related)	5	Before Commencement	Lockdown period
3	General (Preparedness)	NEP (2020) Workshop	-	Odd Sem	Stakeholders (Staff, Students, Parents & Alumni)
4	General	Orientation programme to first year.	-	Odd Sem	First day of Re-opening
5	General	Student Council: Election, Meeting & Inauguration	-	Odd Sem	Within 15 days of Re-opening
6	1.1.2	Preparation of calendar of events (month wise)	-	Odd Sem	First week of the Odd Semester
7	1.2.2	Add on/certificate courses	10+10	Both Sem	First three months of the semester
8	1.3.1	Cross cutting issues-specially on ethics, gender issues, Human value, Environment & Sustainability	10	Both Sem	Weekly & second month
9	1.4.1 +2.7.1	Stake holders feed back (Students, Staff, PTA, Alumni & Employer+SSS)	10+10+50	Even Sem	End of the even semester
10	2.3.3.	Awareness session on mentor	15	Odd Sem	Second week after commencement
11	2.5.1	Internal Assessment	15+15	Both Sem	As per Mangalore University (CBCS+NEP2020)
12	2.6.3	Result analysis and Action plan by description to upload to website	30	Both Sem	Within 2 weeks from the release of result sheets - M.U.

13	3.1.3	Webinar/Seminar/Conference/Workshop/Drama/Skit	5	Both Sem	At least 1 each in a year to be conducted
14	3.3.1	Extension activities - street play, human chain by NSS/Red Cross/Rangers/Clubs/Cells/Associations/Departments	10+10 20+20	Both Sem	As per the directions and advises (COE)
15	5.1.3	30 hours/one week programme on soft skill ICT/Computer skills etc.	10	Both Sem	Two-week programme.
16	5.1.4	Career guidance and other cells/clubs/Associations-Activities	10	Both Sem	Continuous every Saturday (+Counselling/Mentoring once a week)
17	5.1.5	Sensitization on Prevention of Sexual Harassment Cell and Anti Ragging cell	5	Odd Sem	Beginning of the Sem
18	5.2.1	Pre placement, workshop Training and Placement drive	10	Both Sem	For final year student as per need.
19	5.3.3.	a) Sports, Cultural & Competitions (inter class & intercollegiate + Yoga)	20	Both Sem	As per University and College calendar of events
		b) Sports Meet		Even Sem	As per college calendar of events.
20	General	Valedictory programme for certificate courses	-	Even Sem	Last month of even Sem
21	General	Bequest: Quest for Excellence	-	Even Sem	Second month of even Sem
22	5.4.1	a) Alumni Meetings	5	Odd Sem	Second month of odd Sem
		b) Alumni activities to the students and outreach	5	Both Sem	Twice/Thrice in a year
23	6.3.5	Academic Audit (AAA)	5	Even Sem	First week/second week of last month Even Semester.
24	6.5	IQAC Meetings (Twice in a semester)	10+10+10	Both Sem	Beginning & End of each semester + need based additional meetings)
25	6.5.3	Preparation & upload of AQAR	10	-	As per NAAC guidelines
26	General	Preparation & upload of AISHE & NIRF	-	-	As per guidelines of the surveys
27	7.1.6	Inventory Verification & Report Presentation	-	Even Sem	End of Second week of even semester

28	General	P.T.A. meeting	-	Both Sem	First week of second month after re-open
29	General	Maintenance of Assets Report (Maintenance committee)	-	Both Sem	One in each semester end + Need based
30	General	Managing Committee Meetings	-	Both Sem	One in each semester End+Need based
31	General	Uploading Documentation	-	Both Sem	Continuous
32	General	Meetings for Academics, Curricular, Co-curricular & Extra Curricular activities	-	Both Sem	Beginning of both each semester.
33	General	Inter Departmental Activities	-	Both Sem	Need based.
34	General	Admission related activities	-	Even Sem	End of the even semester.

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PRINCIPAL