

BESANT WOMEN'S COLLEGE, MANGALORE
ACADEMIC CALENDAR (IQAC)
2023-24

List of Mandatory Activities as per the requirement of Assessment and Accreditation (A & A) NAAC. The Final Calendar of Events along with other Institutional Level academic and oth activities in adherence to Mangalore University Calendar of Events

Sl. No.	NAAC Metrics	Activities	NAAC Weightage	Odd/Even	Week & Month Action taken/Remarks
1	General	Principal's meeting with HoD's and staff for Formation & Plan of Action for Cells/ Clubs/ Associations/ Committees - Allotment and Execution.	-	Odd sem	First week of Re-opening.
2	General	Orientation programme to first year students	-	Odd sem	First day of re-opening
3	General	Time Table	-	Both Sem	First week of the each sem
4	1.1.2	Preparation of Calendar of Events (month wise)	5	First week of Odd Sem	
5	General	Allotment of open electives	-	Both Sem	First week of both sem
6	General	Student Council; Election, Meeting & Inauguration	-	Odd Sem	Within 15 days of re-opening
7	General	Leadership Training for Student Council Members	-	Odd Sem	Within 4 days of the Election
8	1.2.2	Add on/Certificate courses (+MOOC Courses on SWAYAM and UGC recognized platforms)	10+10	Both Sem	First three months of the semester
9	1.3.1	Cross cutting issues - especially on Ethics, Gender issues, Human values, Environment and Sustainability	10	Both Sem	- Regular motivational talk - Weekly and second month
10	1.4.1+2.7	Stakeholders feedback	10+10+50	Even Sem	End of the Even Semester
11	2.3.3	Awareness session on Mentor programmes & service	15	Both Sem	Second week of commencement
12	2.5.1	Internal Assessment	15+15	Both Sem	As per Mangalore University (CBCS+NEP 2020)
13	2.6.3	Result Analysis & Action Plan	30	Both Sem	Within 2 weeks from the release of result sheets - Mangalore University

14	3.1.3	Webinar/Seminar/Conference/Workshop/Drama/Skit etc.	5	Both Sem	Atleast 01 in each year to be conducted
15	3.3.1	Extension Activities - Street Play, Jatha, Human Chain by NSS/Red Cross/Rangers/Clubs/Cells/Associations - Activities (+NSS Annual & Special Camp)	10+10 20+20	Both Sem	As per the directions & advises (COE)
16	5.1.3	30 hours/one week programme on soft skills/ICT/Computer skills	10	Both Sem	Two week programme
17	5.1.4	Career Guidance & other cells/Associations- activities	10	Both Sem	Continuous every Saturday (+Counseling/ Mentoring once in a week)
18	5.1.5	Sensitization on Prevention of Sexual Harassment Cell & Anti Ragging Cell	5	Both Sem	Beginning of the sem & if need arises
19	5.2.1	Pre-placement workshop training and placement drive	10	Both Sem	- For Final year students. - Others: need Base (NEP)
20	5.3.3	a) Sports & Cultural Competition (inter class & inter collegiate+yoga)	20	Both Sem	As per MU & College (COE)
		b) Sports Meet	-	Even Sem	As per College (COE)
21	General	Valedictory Programme for add on/Certificate Courses	-	Even Sem	Last month of Even Semester
22	General	Bequest: Quest for Excellence	-	Even Sem	Last month of Even Semester
23	5.4.1	a) Alumni Meetings	5	Odd Sem	Second month of odd semester
	5.4.2	b) Alumni activities to the students & outreach programme	5	Both Sem	Twice in a year
24	6.3.5	Academic Audit - AAA	5	Even Sem	Second week of last month
25	6.5	IQAC-Meeting (twice in a semester)	10+10+10	Both	Beginning & End of each semester
26	6.5.3	Preparation & upload of AQAR/SSR	10		As per NAAC guidelines – June 23.
27	7.1.6	Inventory Verification & Report Presentation	5	Even Sem	Second week of Last Month
28	General	P.T.A. Meeting	-	Both Sem	First week of Second month after re-open

29	General	Maintenance of Asset Report (Maintenance Committee)	-	Both Sem	One in each semester end + need based
30	General	Managing Committee Meeting	-	Both Sem	One in each semester end + need based
31	General	Uploading of Documentation	-	Both Sem	Perpetual
32	General	AISHE & NIRF Participation	-		As per the guidelines of each Agency
33	General	Meetings for Academics, Curricular, Co- curricular & Extra-Curricular Activities	-	Both Sem	Beginning of both semester
34	General	Inter Departmental Activities	-	Both Sem	Need based
35	General	Admission related activities		Even Sem	End of the even semester