

**SGK GOVERNMENT DEGREE COLLEGE, VINUKONDA
INSTITUTIONAL ACADEMIC PLAN : 2024-25**

Aspect	Activity Proposed	Faculty/Dept to be organised	Proposed Date/Week/Month
ADMINISTRATIVE	Online Admissions	Admission Committees	As per the OAMDC
	Commencement of Classes	Semester-I	As per the ANU Academic Calendar
		Semester-III	As per the ANU Academic Calendar
		Semester-V	As per the ANU Academic Calendar
	Student Induction Programme/ Diksharambha	All Departments	As per the APSCHE Calender
	Mid Examination-I	Examination Committee	As per the ANU Academic Calendar
	Mid Examination-II	Examination Committee	As per the ANU Academic Calendar
	Remedial Coaching	All Departments	15 days before the Commencement of ANU Exams
	Last Day of instruction	All Departments	2 days before the Commencement of ANU Exams
	Practical Examinations	Science Departments	As per the ANU Schedule
	Preparation Week	All Departments	7 Working Days before the Final exams
	University Examinations	Examination Committee	As per the ANU Exams Calender
ACADEMIC	Curriculum Enrichment	All Departments	As per APSCHE Guidelines
	Semester Curriculum Plan	All Faculty	As per APSCHE Guidelines
	Teaching Synopsis	All Faculty	As per APSCHE Guidelines
	Teaching Diary	All Faculty	Daily entry, Monthly review by Principal
	Time Table Preparation	Time Table Committee	Two Days before Class work
	Work Adjustments	Vice Principal	Every Day
	Bridge Course	All Departments	1 st Week of August
	Certificate Add-on Courses	All Departments	One per Semester per Department
	Guest Lecture	All Departments	One Guest Lecture per each Semester
	Field Visits/Study Tour	All Departments	One Visit/Tour per each Semester
	Quiz Programme	All Departments	One Quiz per each Semester
	Student Seminar	All Departments	One per each Student per each Paper
	Collection of Student Bio-Data	Department In charges	2 nd week of September
	Ward Counselling	Ward Counsellors	Two Counsellings per each Semester for Every Student
	Moocs/Moodle/Swayam/ Arpit	Faculty & Students	One Course per Annum
	Faculty Development Programme	IQAC	Two Programmes per Annum

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RESEARCH & EXTENSION	Org. National level Workshop/Seminar/Webinar	College Level	One Workshop/Seminar/Webinar per Annum
	Paper Presentation in Seminars	All Faculty	One Paper Presentation per Annum
	Book /Chapter/ Paper Publication	All Faculty	One Book /Chapter/ Paper per each Faculty
	Minor Research Project	All Faculty	At least Two Project per College
	Extension Lectures	All Faculty	One Extension Lecture per Each Faculty
	Study Projects	Above Average Students	One Project per Semester
	Community Service Projects	All First year Students	One CSP per Semester
	Internship	Second and Final Year Students	As per the APSCHE Calender
	Functional MoU	All Departments	One per each Department
	Consultancy	All Departments	Two Per Semester
	Extension Activity(Societal)	All Departments	One per each Department
	Use of Computer Lab/Digital Lab	All Departments	50% of TeachingHours
	PPTs/Video Preparation to College LMS	All Faculty & Students	Minimum One per each Topic
	INFRASTRUCTURE	Infrastructure Augmentation	Finance & Purchase Committee
Procurement of Infrastructure		Finance & Purchase Committee	According to Budget Preperation
Campus Facelift		Finance & Purchase Committee	According to Budget Preperation
Purchase of Books		Finance & Purchase Committee	According to Budget Preperation

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SUPPORT SERVICE	Training & Placement	JKC	One Batch per Semester
	Parent Teacher Meet	Parent Teacher Association	One Meet per each Month
	Gender Sensitisation Programme	WEC	One Programme per each Month
	Women Empowerment Awareness Programme	WEC	One Programme per Annum
	NSS Membership Drive	NSS Committee	One Drive per Annum
	N.S.S Special Camp	NSS Committee	One Camp per Annum
	Swatch Bharat	NSS & SASA Committees	Every 3rd Saturday
	Blood Donation Camp/Health Camps	NSS/RRC	Two programmes @Year
	Anti Ragging Awareness Programme	Anti Ragging Committee	One Programme per Annum
	Coaching Classes for Employment/Higher Edn	All Departments	One Programme per Annum
	Career Guidance Awareness Programme	Career Guidance Cell	One Programme per Annum
	College Level Cultural Competitions	Cultural Committee	Two Programmes per Annum
	College Level Literary Competitions	Literary Committee	Two Programmes per Annum
	Code of Conduct & Disciplinary	Disciplinary Committee	One Programme per Annum
	Health & Hygiene	Women Empowerment Cell	Two Programmes per Annum
BEST PRACTICES	Environmental Consciousness programme	Eco Club	One Programme per Annum
	Plantation Drive	Eco Club	One Programme per Annum
	Waste Management	Waste Management Committee	Two Programmes per Month
	Energy Conservation Awareness	Department of Physics	Two Programmes per Month
	ICT Enabled TLP Training	All Faculty & Students	To utilize 100 % ICT Facilities
	Rain Water Harvesting Awareness	Eco Club	One Programme per Month

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DAYS TO BE OBSERVED	International Day Against Drug Abuse and Illicit Trafficking	Department of Chemistry & NSS	26-Jun-24
	Independence Day	Department of Physical Education	15-Aug-24
	Telugu Bhasha Dinotsavam	Department of Telugu	29-Aug-24
	National Sports Day	Department of Physical Education	29-Aug-24
	Teacher's Day	Academic cell	5-Sep-24
	International Literacy Day	Literary Committee	8-Sep-24
	Hindi Diwas	Department of Hindi	14-Sep-24
	Ozone Day	Department of Chemistry & Sciences	16-Sep-24
	NSS Day	NSS	24-Sep-24
	Gandhi Jayanthi	Department of Political Science	2-Oct-24
	National Unity Day	Department of Political Sciences	31-Oct-24
	National Education Day	Department of Political Science	11-Nov-24
	National Library Week	Department of Library	14-Nov-24
	Constitution Day	Department of Political Science	26-11-2024
	World Aids Day	Department of Sciences	1-Dec-24
	National Pollution Control Day	Department of Sciences	2-Dec-24
	Human Rights Day	Department of Political Science	10-Dec-24
	National Consumer Right Day	Department of Commerce & Economics	24-Dec-24
	National Youth Day	NSS	12-Jan-25
	National Voters Day	Department of Political Science	25-Jan-25
	Republic Day	Department of Physical Education	26-Jan-25
	International Mother Language Day	Departments of Linguistics	21-Feb-25
	Natonal Science Day	Department of Sciences	28-Feb-25
	Annual Day	Academic cell	1-Mar-25
International Women's Day	Women Empowerment Cell	8-Mar-25	
Ambedkar Jayanthi	Academic cell	14-Mar-25	