

**JSS MAHAVIDYAPEETHA**  
**JSS ACADEMY OF TECHNICAL EDUCATION**  
**Department of Electronics Engineering**

**Department Academic Calendar (ODD Semester) 2016-2017**

S.No	Date	Day	Event	Responsibility
1	25/07/2016	Mon	Departmental time table	HOD
2	25/07/2016	Mon	Seminar & Project Assessment Committee Meeting - I	DEC
3	25/07/2016	Mon	IIC meeting with HOD	IIC
4	25-07-2016 to 27-07-2016	Mon-Wed	Review of diaries and course files	Diary Review Committee and HOD office
5	25-07-2016 to 27-07-2016	Mon-Wed	Registration of B.Tech students	Class coordinators
6	25-07-2016 to 28-07-2016	Mon-Thurs	Departmental meeting to review : Updation of Lab manuals, time-table, Faculty course diary and course files, Academic calendar	HOD
7	27/07/2016	Wed	Staff council meeting	Principal
8	27/07/2016	Wed	Department faculty meeting	HOD
9	28/07/2016	Thurs	Class Co-ordinators presentation	Class Co-ordinators
10	28/07/2016	Thurs	SMS to the Parents of Students who have not registered.	To be monitored by Class Co-ordinators
11	30/07/2016	Sat	Departmental Association Meeting - I	QUANTA Co-ordinator
12	01-08-2016 to 06-08-2016 (any one day)	Mon-Sat	DAB Meeting	HOD
13	01-08-2016 to 06-08-2016	Mon-Sat	T-I Workshop	IIC
14	02/08/2016	Tues	DPC / Lab Incharges / IIC Meeting - I	DPC/Lab-Incharges / IIC
15	03/08/2016	Wed	Mentor Meeting -I	Mentors
16	05/08/2016	Fri	Orientation Program First Year B Tech/ MBA / MCA	HOD Maths/Physics & Registrar
17	05/08/2016	Fri	Result Analysis Committee Meeting -I (For External Marks)	Result Analysis Committee
18	06/08/2016	Sat	Class Co-Ordinator Meeting I	Class Co-Ordinators
19	08/08/2016	Mon	Meeting of HODs to present and discuss Research proposals/Seminar/Conference of respective department	RDC
20	09-08-2016 to 11-08-2016	Tues-Thurs	CST-Microwave Studio workshop	Communication module coordinator
21	13-08-2016 to 16-08-2016	Sat-Tues	Project Synopsis Presentation-1	Project Co-ordinator
22	17/08/2016	Wed	Guest lecture-1	IIC
23	20/08/2016	Sat	HOD meeting	PRINCIPAL
24	22/08/2016	Mon	SMS to the Parents of students regarding attendance shortage of their wards	To be monitored by Class Co-ordinators
25	27/08/2016	Sat	Attendance display	SIM Co-ordinators
26	29-08-2016 to 02-09-2016	Mon-Fri	Antenna design workshop	Communication module coordinator
27	01/09/2016	Thurs	Budget Meeting	Principal/HODs
28	02/09/2016	Fri	Departmental Attendance review	HOD / SIM Co-ordinators
29	03/09/2016	Sat	SMS to parents of detained students	SIM Center & Class Co-ordinators
30	05/09/2016	Mon	HOD meeting	PRINCIPAL
31	05/09/2016	Mon	Exam cell meeting-1	Exam cell

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32	07-09-2016 to 09-09-2016	Wed-Fri	CIA-1( 1/3rd syllabus)	Exam cell
33	12-09-2016 to 14-09-2016	Mon-Wed	Project Presentation-II	Project Co-ordinator
34	13/09/2016	Tues	Students/Parents /ARC meeting (Shortage of attendance)-I	HOD/Class- coordinators
35	13-09-2016 to 14-09-2016	Tue-Wed	Student Feedback I	Sessional Co-ordinator
36	14/09/2016	Wed	Mentor meeting-2	Mentors
37	14-09-2016 to 16-09-2016	Wed-Fri	QUANTA Workshop 1	Team Quanta
38	17/09/2016	Sat	Evaluation and sampling of CIA-I answer sheets	Faculty Members / Module Co-ordinators
39	17/09/2016	Sat	Guest lecture - 2	IIC/Electronic Devices module
40	19/09/2016	Mon	Class Co-Ordinator Meeting II Identification of weak students and corrective measures	Class Co-ordinators
41	22/09/2016	Thurs	Attendance display	SIM Co-ordinators
42	23/09/2016	Fri	Result analysis of CIA-I, CO assessment , Statistics to send to Principal / Dean (A)	HOD/Exam Cell
43	24/09/2016	Sat	Moderation Committee Meeting - I	Moderation Committee
44	26/09/2016	Mon	Internal Lab assesment review I	Internal Lab Assesment Committee
45	03/10/2016	Mon	HOD meeting	PRINCIPAL
46	05/10/2016	Wed	Mentor meeting-3	Mentors
47	05/10/2016	Wed	Innovative project presentation	E-Yantra
48	05-10-2016 to 07-10-2016	Wed-Fri	Annual Sports meet Mythri 2016-17	Dean (Students)
49	08/10/2016	Sat	Alumini meet	By Alumini coordinator
50	08/10/2016	Sat	DPC / Lab Incharges / IIC Meeting - II	DPC/Lab-Incharges / IIC
51	08-10-2016 to 11-10-2016	Sat-Tues	SDP of Field theory Using Matlab	SP module coordinator
52	13/10/2016	Thurs	Guest Lecture -3	IIC/Electronics devices module
53	14/10/2016	Fri	Class Co-Ordinator Meeting III	Class Co-ordinators
54	13-10-2016 to 15-10-2016	Thurs-Sat	Project Presentation-III	Project Co-ordinator
55	20/10/2016	Thurs	Exam cell meeting-2	Exam cell
56	22/10/2016	Sat	Departmental Attendance review	HOD/SIM Coordinators
57	22/10/2016	Sat	Industrial visit	
58	24/10/2016	Mon	Attendance display	SIM Coordinators
59	24/10/2016	Mon	SMS to parents of detained students	Class Coordinators
60	25/10/2016	Tue	Course coverage/attendance details to principal	HOD
61	26-10-2016 to 28-10-2016	Wed-Fri	CIA-2 (1/3 rd syllabus after CIA-1)	Exam cell
62	29/10/2016	Sat	Students/Parents/ARC meeting-II	HOD/Class Coordinators
63	31/10/2016	Mon	Internal Lab assesment review II	Internal Lab Assesment Committee
64	02/11/2016	Wed	Mentor meeting 3	Mentor
65	04/11/2016	Fri	HOD meeting	PRINCIPAL
66	08/11/2016	Tues	Evaluation and sampling of CIA-II answer sheets,	Faculty Members / Module Co-ordinators
67			Result analysis ,Co assessment ,Statistics to be sent to Principal	HOD/Exam cell
68	09-11-2016 to 11-11-2016	Wed-Fri	Quanta Workshop 2	Team quanta
69	17/11/2016	Thurs	Departmental Association Meeting - II	QUANTA Co-ordinator
70	18/11/2016	Fri	Class Co-Ordinator Meeting IV	Class Co-ordinators
71	21/11/2016	Mon	Exam cell meeting-3	Exam cell

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72	22/11/2016	Tues	Progress meeting on Research proposals/ Seminar/Conference of respective department	Principal/HODs
73	23/11/2016	Wed	Departmental Attendance review	HOD/SIM Coordinators
74	24/11/2016	Thurs	Attendance display	SIM coordinators
75	26/11/2016	Sat	SMS to parents of detained students	Class Co-ordinators
76	26/11/2016	Sat	Course coverage/attendance details to principal	HOD
77	28-11-2016 to 02-12-2016	Mon-Fri	CIA-3 (Full syllabus)	Exam cell
78	02/12/2016	Fri	Submission of attendance record to ARC	HOD
79	02/12/2016	Fri	Student feedback-2	Sessional Coordinatot
80	03/12/2016	Sat	Seminar & Project Assessment Committee Meeting - II	DEC
81	05/12/2016	Mon	Moderation Committee Meeting - II	Moderation Committee
82	05-12-2016 to 7-12-2016	Mon-Thurs	Minor Project Presentation	Project Co-ordinator
83	05/12/2016	Mon	HOD meeting	PRINCIPAL
84	05/12/2016	Mon	Evaluation and sampling of CIA-III answer sheets	Faculty Members / Module Co- ordinators
85	07/12/2016	Wed	Result analysis of CIA-III, CO assessment , Statistics to be sent to the Principal / Dean (A)	HOD/ Exam cell
86			Result Analysis Committee Meeting -II (For Internal Marks)	Result Analysis Committee
87	07/12/2016	Wed	Moderation Committee Meeting - III	Moderation Committee
88	AS per University Schedule		End Semester Theory and Practical Examinations	UPTU
89	AS per University Schedule		Evaluation work	UPTU
90			<b>Winter Break</b>	