



PIMPRI CHINCHWAD EDUCATION TRUST'S
Pimpri Chinchwad college of Engineering & Research Ravet, Pune
IQAC PCCOER



Academic Year: 2024-25
Term - II

Department Event Calendar

Record No.:
ACAD/R/03-A

Date: 01/01/2025

Department: Department of First Year Engineering

Month	Day	Date	Activities	Responsible Person	Conducted On
January - 2025	Wed	08/01/2025	Department Meeting (HOD and Dept Faculties)	HOD (TBG)	
	Thu	09/01/2025	Meeting of Course Faculties with Course Coordinators	Course Coordinator	
	Mon	13/01/2025	Review Meeting	HOD (TBG)	
	Tue to Fri	14/01/2025 to 17/01/2025	Course File Verification - I	DAC (SAP)	
	Wed to Fri	15/01/2025 to 17/01/2025	Update Notice Board and Web site (communicate information to stakeholders)	Notice Board In charge (PSP)	
	Wed to Fri	15/01/2025 to 17/01/2025	HOD & Faculty Presentation & Lab Visit	HOD (TBG)	
	Fri	17/01/2025	ERP, EOMS, Mentoring Awareness session	HOD (TBG), ERP Coordinator (PRG), EOMS Coordinator (SSB), Mentor In charge (MHD)	
	Mon	20/01/2025	Commencement of Teaching	HOD (TBG)	
	Wed to Tue	22/01/2025 to 28/01/2025	Industrial Visit	Industrial Visit Coordinator (PBO & HB)	
	Sun	26/01/2025	Republic Day		
February - 2025	Mon	03/02/2025	Defaulter Students List - I	Class Teachers & DAC (SAP)	
	Mon to Thu	17/02/2025 to 20/02/2025	Mentor - Student Meet - I	All Mentors	
	Fri	19/02/2025	Chatrapati Shivaji Maharaj Jayanti		
	Fri	21/02/2025	A Meeting by Dept. Mentor In-charge - I	Mentor In charge (MHD)	
	Wed	26/02/2025	Mahashivratri		
March 2025	Mon to Fri	03/03/2025 to 07/03/2025	Unit Test - I	Internal Exam In charge (MMS & RPP)	
	Mon	03/03/2025	Defaulter Students List - II	Class Teachers	
	Mon to Fri	03/03/2025 to 07/03/2025	Course File Verification- II	DAC (SAP)	
	Mon to Fri	03/03/2025 to 07/03/2025	Letters to the Parent - I	Mentor In charge (MHD)	
	Thu	06/03/2025	ARM- I	HOD (TBG), DAC (SAP)	
	Mon to Wed	10/03/2025 to 12/03/2025	Feedback - I	Feedback In charge (ADS)	

Month	Day	Date	Activities	Responsible Person	Conducted On
March 2025	Mon to Thu	10/03/2025 to 13/03/2025	Remedial Activities/Corrective Actions & Re-Test – I	DAC (SAP), Internal Exam In charge (MMS & RPP)	
	Fri	14/03/2025	Dhulivandan Holiday		
	Sat	22/03/2025	Letters to the Parent – II	Mentor In Charge (MHD)	
	Sat	22/03/2025	Parents Meet	Mentor In charge (MHD)	
	Mon to Thu	24/03/2025 to 27/03/2025	Mentor - Student Meet – II	All Mentors	
	Fri	28/03/2025	A Meeting by Dept. Mentor Incharge - II	Mentor In charge (MHD)	
	Sun	30/03/2025	Gudi Padawa Holiday		
	Mon	31/03/2025	Ramjan Eid Holiday		
April - 2025	Tue	01/04/2025	Defaulter List - III	Class Teachers	
	Thu	03/04/2025	ARM- II	HOD (TBG), DAC (SAP)	
	Sun	06/04/2025	Ramnavami Holiday		
	Mon to Fri	07/04/2025 to 11/04/2025	Completion of submission & Assessment of Assignment on Unit 3 & 4 required for CCE marks	CCE Coordinator (GRJ)	
	Mon	07/04/2025	Provisional Detention List	DAC (SAP)	
	Thu	10/04/2025	Mahavir Jayanti Holiday		
	Mon	14/04/2025	Dr. Babasaheb Ambedkar Jayanti Holiday		
	Tue to Sat	15/04/2025 to 19/04/2025	END Term Assessment	Class Teachers	
	Fri	18/04/2025	Good Friday Holiday		
	Mon to Thu	21/04/2025 to 24/04/2025	Mentor - Student Meet – III	All Mentors	
	Fri	25/04/2025	A Meeting by Dept Mentor In-charge - III	Mentor In charge (MHD)	
	Mon to Wed	28/04/2025 to 30/04/2025	Feedback-II	Feedback In charge (ADS)	
	Wed	30/04/2025	Conclusion of Teaching	HOD (TBG)	
Wed to Wed	30/04/2025 to 07/05/2025	Crash Course	All Faculties		
May 2025	Thu	01/05/2025	Maharashtra Day Holiday		
	Fri to Thu	02/05/2025 to 08/05/2025	Prelim Exam	Internal Exam In charge (MMS & RPP)	
	Thu to Sat	08/05/2025 to 10/05/2025	Compliance Sheet Issue	HOD (TBG)	
	Thu to Sat	08/05/2025 to 10/05/2025	Remedial Activities/Corrective Actions	DAC (SAP)	

Month	Day	Date	Activities	Responsible Person	Conducted On	
May 2025	Thu	08/05/2025	Finalization of CCE Marks	CCE Coordinator (GRJ)		
	Thu	08/05/2025	Final Detention List	HOD (TBG)		
	Fri	09/05/2025	E-magazine of Semester By In-charge	E-magazine In-charge (KR)		
	Mon	12/05/2025	Buddh Poornima Holiday			
	Tue	13/05/2025	Term Work Marks Submission	Term Work Marks Coordinator (VPD)		
	Tue to Fri	13/05/2025 to 16/05/2025	Course File Verification - III	DAC (SAP)		
	Mon	19/05/2025	Final Term Work Marks	Term Work Marks Coordinator (VPD)		
	Tue	20/05/2025	ARM III & Semester End Review Meeting	HOD (TBG), DAC (SAP)		
	Thu	15/05/2025 onwards	SPPU End Semester Examination			

Working days^s AY 2024-25 Term II:

Month	Jan -2025	Feb -2025	March -2025	April -2025	Total working Days
No. of Working Days	11	20	20	21	72
Commencement of teaching: -	20/01/2025		Conclusion of teaching: -	30/04/2025	

^sWorking Saturdays were considered. *Tentative Schedule may change as per SPPU exam Schedule.

Note: 1) Any changes in Academic and activity Calendar shall be informed separately

- 2) *Principal Meet (ARM) will be Conducted once in a Month*
- 3) HODs meet with dept Faculties at-least twice in Month and as per required.
- 4) Holiday on 1st and 3rd Saturday of every month.



Prof. Shital Anant Patil
Department Academic Co-ordinator



Prof. Tushar B. Gaikwad
Head of the Department