

RBVRR WOMEN'S COLLEGE(Autonomous)
Narayanguda, Hyderabad

ANNUAL ACADEMIC CALENDAR (2017-2018)

JUNE 2017		
College Activities		
Month& Date	Activity	Description
2 nd	Telangana State Formation Day	Celebrations of Telangana State Formation Day
		Commencement of classes for II & III year
5 th	World Environment Day and Telangana Haritaharam	Conduct of activities to create awareness among students on environment.
		Planning & Organizing Plantation Programs
14 th	World Blood Donor Day	To Conduct activities to promote awareness among students & parents.
I & II Week	Faculty Development programmes	Faculty Development Programme from 3 rd to 10 th June
III Week	Budget meeting	Allocation of Autonomous , Special Fee Budget to the departments
IV Week	I year classes	Commencement of classes for I year students from 27 th June 2017
	Academic Club meetings	Conduct of related activities
IV Saturday	Swachha Bharat & Hobby Day	Cleaning of College premises

JULY 2017		
College Activities		
Month& Date	Activity	Description
I Week	Orientation for I Year students	Orientation for I Year students with their parents
	Anti ragging Campaign	Organizing Anti ragging Campaign in the college premises
	Library committee meeting	Conduct of Library committee meeting
II Week	IQAC	Meeting of IQAC Executive Body for allocation of fund for research for the faculty
	Student progression	Recording Student progression
	Student Council Election	Conduct of Student council election
	Add-On courses	Enrolment in Add-On courses
III Week	Medical Camp	Organizing medical camp in the college premises
	Extension activities & College Social Responsibility Cell	Enrolment of students into NCC/NSS/CVW/Sports/Academic clubs. Organising related activities
	Student Council inaugural	Conduct of Student Council inauguration
IV Week	Academic Club meetings	To take up related activities
I Saturday	Staff Council meeting	Meeting of Principal with HoDs to review previous months activities and plan for current month's activities
IV Saturday	Swachha Bharat- Swachha Telangana & Hobby Day	- Cleaning of College premises - Rangoli, Flower arrangement, Mehendi and Embroidery

AUGUST 2017**College Activities**

Month& Date	Activity	Description
15 th	Independence Day Celebrations	Conduct of related activities at college level. Presentation of awards to the winners of the competitions.
22 nd	Raja Bahadur Venkata Rama Reddy Birthday Celebrations	Celebration of Raja Bahadur Venkata Rama Reddy Birthday in the college
29 th	Telugu Bhasha Dinotsavam	Conduct of related activities
I Week	Literary & cultural competitions	Conduct of Literary & cultural competitions for College Founder's Birth Anniversary
	IQAC	IQAC meeting with all the departments
	Teacher Parent Meeting	Teacher Parent meeting with parents of II & III years students regarding attendance.
II week	Internal Assessment Tests	Conduct of Internal Assessment Written Test
	Review meetings at different levels	Review of Academic , Administrative and Financial aspects
III Week	Eco-Fest	Organizing activities related to environment protection like Water Management, Waste Management etc. Display of student projects and conduct of competitions
	CVW	Organizing activities in the neighbourhood
IV Week	Academic Club	Conduct of Academic club meetings

SEPTEMBER 2017**College Activities**

Month& Date	Activity	Description
5 th	Teachers' Day	Celebration of Teachers' Day & Self Governance Day
8 th	International Literacy Day	Organizing Inter/Intra College Literary Fest
22 nd	Hindi Divas	Celebration of Hindi Divas
24 th	NSS Day	NSS activities to be conducted
I Week	DRC	Meeting with UGC Co-ordinator on Mobilization and Utilization of UGC funds
	Extension activities	Organizing Guest lectures, Field visits etc.,
	IQAC	IQAC meeting with all the Departments
II Week	Teacher Evaluation process	<ul style="list-style-type: none"> • Collection of student feedback on every teacher by IQAC • Analysis and action taken by Principal • Documentation for Academic Audit
III Week	Viva Voce	Conduct of viva-voce as part of Internal Assessment
I Saturday	Staff Council meeting	Meeting of the Principal with the Heads of the Departments
IV Saturday	Swachha Bharat-Swachha Telangana & Hobby Day	<ul style="list-style-type: none"> • Cleaning College premises • Photo, Drawing, Sketching & Painting exhibition by Students/Staff

OCTOBER 2017

College Activities		
Month& Date	Activity	Description
I Week	Preparatory Holidays	
II Week	Semester Exams	Commencement of Semester Examinations

NOVEMBER 2017

College Activities		
Month& Date	Activity	Description
8 th - 15 th	Semester Break	
16 th -20 th	Library week	<ul style="list-style-type: none"> Organizing programmes to inculcate reading habits Assignments to encourage students to visit Libraries and use its resources.

DECEMBER 2017

College Activities		
Month& Date	Activity	Description
1 st	Aids Day	Conduct of Aids Awareness programme
10 th	Human Rights Day	Conduct of related activities
I Week	Review meetings at different levels	Review of Academic , Administrative and Financial aspects
	IQAC	Meeting of IQAC Executive Body
	Career Guidance Cell	Conduct of coaching classes for students to prepare for EdCET/PGCET/Competitive exams
II Week	Staff Council meeting	Meeting of the Principal with the Heads of the departments to review previous month's activities and plan for the next month's activities.
	Convocation	Conduct of Convocation
IV Week	Parent-Teacher meeting	Distribution of memos at Parent Teacher meeting
III Saturday	Swachha Bharat	Cleaning of College premises

JANUARY 2018

College Activities		
Month& Date	Activity	Description
II Week	Internal Assessment Test	Conduct of Internal Assessment Written Test
26 th	Celebration of Republic Day	Flag hoisting function
I Week	IQAC	IQAC meeting with all the departments
I & II Week	Review of Academic, Administrative and Financial Aspects	
IV Week	Academic Club Meeting	Conduct of related activities
I Saturday	Staff Council meeting	Meeting of the Principal with Heads of departments to review previous month's activities and Plan for the College Day and Sports Day Celebrations
IV Saturday	NSS Camp	Camp Activities
	CVW activity	Visiting of Orphanages – distribution of clothes and sweets
Last Week	Review meeting with all Academic Committees	To review the Activities conducted by various committees

FEBRUARY 2018		
College Activities		
Month& Date	Activity	Description
I Week	Placement Drive	To organize and conduct Placement drive
	IQAC meeting with the Departments	To appraise the departments about the information to be submitted for AQAR report
II Week	Performance improvement activities	
	Revision and Remedial classes to needy students	Conduct of Remedial Classes
III Week	VIVA VOCE	Conduct of Viva Voce
IV Week	College Day and Sports Day	College Day and Sports Day Celebrations
I Saturday	Staff Council meetings	Meeting of Principal with Heads of the Departments regarding BoS meetings and students attendance

MARCH 2018

College Activities		
Month& Date	Activity	Description
8 th	International Women's Day	Conduct of related activities
I Week	Budget Utilisation	Submission of all Bills in the office
	Practical Exams	Conduct of Practical Exams
II Week	IQAC meeting with the Departments	Meeting to discuss requirement for NAAC
	Principal's meeting with Staff	Regarding conduct of Exams
III Week	Semester End Theory Exam	Commencement of Semester Theory Exams
IV Week	Stock verification	Stock verification of Labs and Libraries

APRIL 2018

College Activities		
Month& Date	Activity	Description
I Week	Preparation of Annual Academic Performance Report	To prepare College Annual Academic Performance Report(AAPR) and submit soft copy to CCE
	IQAC	Preparation of IQAC Report, upload to college website and submission of soft copy to naac.tqce@gmail.com
	College Annual Academic Plan	Preparation of College Annual Academic Plan for 2018-2019
II Week	Financial Plan for 2018-2019	Preparation of Financial Plan for 2018-2019
	Career Guidance Cell	Conducting coaching classes for PGCET, EdCET, Competitive exams etc.,

MAY 2018

College Activities		
Month& Date	Activity	Description
I Week	Publicity campaign for enrolment of students in college	Release of College Brochure
	Student Help Desk	Establishment of student help desk in the college and registration of students to various courses to be taken up.