

Seth G.B.Murarka Arts and Commerce College,Shegaon
Academic & Administrative Calendar 2018-2019
Plan of Action of Academic Year 2018-19

| Date | Tentative Dates | Action to be taken |
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| 1. | 14th June,2018 to 24th June,2018 | Admission Process |
| 2. | 25th June,2018 | Commencement of Teaching |
| 4. | 30 th June, 218 | IQAC Meeting –Brain Storming Session |
| 5. | 30 th June, 218 | College Council Meeting –Brain Storming Session |
| 6. | 15July 2018 to Dec.,2018 | To Organize Relies, Social and extension activities ,workshop for students every Saturday of working day after class hours. |
| 7. | July 2018 to Dec.,2018 | <ol style="list-style-type: none"> 1. To form Arts and Commerce Forum for proactive initiation of students. 2. Strenthening ICT learning resources in college. 3. To provide adequate infrastructure and learning resources to the students. 4.To motivate students to the participate in extra-curricular like sports, debate competition, speech competition and many more. 5. To conduct unit test and class test at regular interval in year. 6. To promote research work among teaching faculty of the college. 7. To encourage teaching staff to participate in state, national and international level seminar and conferences. 8. To conduct various training program for students, teaching & nonteaching activities. 9.To conduct IQAC and L.M.C. meetings. 10. To form student council and to elect university representative from the college. 11. To organise Youth Festival of 7days this will bring out creative and innovative ideas of the students. 12. To conduct remedial classes for Arts and Commerce students in English subject specially. 13. To Encourage students to participate in various competitive exams. 14. To make efforts for the training, and development of the |

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| | | <p>students and also placing in good and reputed business organisation.</p> <p>15.To felicitate staff and students for their outstanding performance in program for various activities.</p> <p>16.To strengthen N.S.S. & N.C.C. unit of the college.</p> <p>17.To strengthen IQAC activities in the institution.</p> <p>18.To form various committees in the college for smooth working at the college place.</p> <p>19.To purchase additional books for the library of the college.</p> <p>20. To provide IT facilities to administrative staff for the smooth working at the college place.</p> <p>21. To Publish prospectus and to give admission to students on meritorious basis.</p> <p>22.To subscribe journal &news paper for students & staff.</p> |
| 8. | July,2018 to Aug., 2018 | To carry audit of Accounts of the college |
| 10 | 05th Sep., 2018 | To Send Annual Quality Assurance Report to NAAC |
| 11. | 10th Sep.,2018 | To Prepare Department Reports and Quality Circle Reports for the Academic Year 2017-18 |
| 13. | 11th Oct., 2018 | IQAC Meeting |
| 14. | 16th Oct.,2018 | University Examinations and Paper Valuation |
| 15. | 01st Nov.,2018 | University Computer Practical Exams |
| 16. | 15th Nov.,2018 | Commencement of Teaching |
| 18 | 01st Dec.,2018 | IQAC Meeting |
| 20 | Jan, 2019 to 30th April, 2019 | <ol style="list-style-type: none"> 1. To organize College Youth Fest 12Jan to 16Jan. 2. To collect feedback from students, management 3. To publish Unmesh Magazine. 1st of May Every Year 4. To conduct class test for B.Com. & B.A. 5. To conduct term end exam for B.Com. and B.A. Students. |
| 21 | 26 th Jan.,2019 | To organize felicitation programme for students. |
| 23 | 21th Feb2019 to 15th March, 2019 | To conduct practical exam of B.Com. |