

## Koyan Education Society's Balasaheb Desai College, Patan Department of Geography



## **Departmental Academic Calendar 2023-24**

Month	Activities
July 2023	Participation in Admission Process & Admission Committee.
	Departmental Meeting
	Departmental Planning
	<ul> <li>Time Table &amp; Work load Distribution.</li> </ul>
	<ul> <li>Participation CDC Meeting</li> </ul>
	<ul> <li>Maintaining Teaching Plan</li> </ul>
	<ul> <li>Submission of PBAS</li> </ul>
	<ul> <li>Submission Of Departmental Audit Report to IQAC</li> </ul>
	<ul> <li>Preparation of Research Paper for International Seminar</li> </ul>
August 2023	<ul> <li>Participation in Admission Process and Admission</li> </ul>
	Committee.
	<ul> <li>Wall Paper Competition &amp; Exhibition at College level.</li> </ul>
	<ul> <li>Proposal for Certificate Course.</li> </ul>
	Participation in Induction Program
	<ul> <li>Selection of Advanced Learner Student.</li> </ul>
	<ul> <li>Participation in Independence Day.</li> </ul>
	Preparation of Research Paper for International Seminar
	<ul> <li>Organization of Humboldt Birth Anniversary 16 th Sept.</li> </ul>
	<ul> <li>Celebration of Ozone Day</li> </ul>
September 2023	<ul> <li>Organization of Guest Lecture.</li> </ul>
	<ul> <li>Formation of Geography association.</li> </ul>
	• Conducting Unit Tests No. 1
	<ul> <li>Organization of Student Seminars.</li> </ul>
	Participation in Revised Syllabus workshop.
	Participation in Teachers Day.
	Participation in Staff Academy Program.
	Participation in Curriculum Design.
October 2023	Selection of Students for Avishkar Research Competition
	Participation in Swach Bharat Abhiyan
	Preparation of Question Bank and Model Answers.
	Organization of Alumni Meet.
	• Internal Evaluation on Students.
	Preparation of Wallpaper Venetay.
	• Syllabus Completion.
	<ul> <li>Preparation of Research Paper for International Seminar.</li> </ul>

Participation in University Examination Related Work. Internal Evaluation on Students. Evaluation of students. Term End Meeting. Term Start Meeting. December 2023  Pepartmental Meeting Preparation in KES's Founders Day Ground Survey Practical Planning for Departmental requirements. Preparation of Mark list at B.A.I and B.Com. I Class Preparation of Vainatey Poster.  Organizing Essay Writing Competition on 10th January. Celebration of Cultural Day on 14th January. Celebration of Guest Lecture. Organization of Study Tour for B.A.III Students Participation in Republic day. Organization of Village survey for B.A.III Students. Organization of Village Survey Report  Participation in Annual Prize Distribution Function. Conducting Unit Test No. 2 Submission of Village Survey Report Submission of Study Tour Report. Submission of Village Survey Report Submission of Study Tour Report. Submission of Study Tour Report. Submission of Project Report Submission of Project Report Submission and Certification of Journals for B.A.III Practical Examination of Ba.A.III Practical Examination of Ba.A.III Practical Examination of Ba.A.III Practical Examination of Ba.A.III Practicipation in University Examination Related Work. Submission of Students Roll Call. Departmental Inspection. Certification in University Examination Related Work. Preparation of Paching Plan.  Departmental Meeting. Participation in University Examination Related Work. Preparation of PBAS.	November 2023	Participation in Staff Academy Program.
December 2023    Evaluation of students.		, ,
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<ul> <li>March 2024         <ul> <li>Syllabus Completion.</li> <li>Submission and Certification of Journals for B.A.III</li> <li>Practical Examination of B.A.III</li> </ul> </li> <li>Participation in University Examination Related Work.</li> <li>Submission of Students Roll Call.</li> <li>Departmental Inspection.</li> <li>Certification of Teaching Plan.</li> </ul> <li>Departmental Meeting.         <ul> <li>Participation in University Examination Related Work.</li> <li>Preparation of PBAS.</li> </ul> </li>	March 2024	Submission of Study Tour Report.
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<ul> <li>April 2024</li> <li>Participation in University Examination Related Work.</li> <li>Submission of Students Roll Call.</li> <li>Departmental Inspection.</li> <li>Certification of Teaching Plan.</li> <li>Departmental Meeting.</li> <li>Participation in University Examination Related Work.</li> <li>Preparation of PBAS.</li> </ul>		Submission and Certification of Journals for B.A.III
<ul> <li>April 2024</li> <li>Submission of Students Roll Call.</li> <li>Departmental Inspection.</li> <li>Certification of Teaching Plan.</li> <li>Departmental Meeting.</li> <li>Participation in University Examination Related Work.</li> <li>Preparation of PBAS.</li> </ul>		Practical Examination of B.A.III
<ul> <li>April 2024         <ul> <li>Departmental Inspection.</li> <li>Certification of Teaching Plan.</li> </ul> </li> <li>Departmental Meeting.</li> <li>Participation in University Examination Related Work.</li> <li>Preparation of PBAS.</li> </ul>	April 2024	Participation in University Examination Related Work.
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<ul> <li>May 2024</li> <li>Participation in University Examination Related Work.</li> <li>Preparation of PBAS.</li> </ul>		Certification of Teaching Plan.
• Preparation of PBAS.	May 2024	Departmental Meeting.
• Freparation of FDAS.		Participation in University Examination Related Work.
Term End Meeting.		Preparation of PBAS.
		Term End Meeting.