



Savitribai Phule Shikshan Prasarak Mandal's
SKN SINHGAD COLLEGE OF ENGINEERING
(Accredited with 'A' Grade by NAAC; Approved by AICTE & Affiliated to Punyashlok Ahilyadevi
Holkar Solapur University, Solapur)
At Post- Korti, Taluka-Pandharpur, District-Solapur, Pin-413304

Date: 30/01/2021

NOTICE

For smooth conduction of activities in the college, monitoring/assessment/analysis mechanism has been developed. All the HODs, faculty members, co-ordinators are hereby informed to adhere to the schedule given here for Academic Year 2020-21 (Sem-I) and act accordingly. No any separate notification in this regard will be issued. You will be informed in case of any deviation time to time. All the concerned are informed to forward the documents/report before the deadline to HOD/Dean Academics/Principal as the case may be.

Sr. No.	Name of Activity	Dates	Concerned person
01.	Display of class wise Time-Tables of FY/SY B. tech. and M.Tech. on notice board and respective class Whatsapp groups	31/01/2021	Time Table Incharge
02.	Display Roll Lists of FY/SY B. tech. and M.Tech. on notice board and respective class whatsapp groups	31/01/2021	CC
03.	Display of experiment list and LAB Details of FY/SY B. tech. and M.Tech on LAB notice board and respective class Whatsapp groups	31/01/2021	Lab Incharge
04.	Nodal Centre of Amruta University Committee Meeting	01.02.2021	Prof. R. K. Shinde
05.	Unnat Bharat Abhiyan	01.02.2021	Prof. M. B. Kulkarni
06.	E-Yantra Committee Meeting	02.02.2021	Prof. S. S. Nagane
07.	Data Centre & Website Committee Meeting	03.02.2021	Prof. B. M. Kore
08.	Research & Development Committee Meeting	04.02.2021	Dr. S. G. Kulkarni
09.	Display of class wise Time-Tables of TY B.Tech and B.E. on notice board and respective class Whatsapp groups	05.02.2021	Time Table Incharge
10.	Display Roll Lists of TY B.Tech and B.E. on notice board and respective class whatsapp groups	05.02.2021	CC
11.	Display of experiment list and LAB Details of TY B.Tech and B.E. on LAB notice board and respective class Whatsapp groups	05.02.2021	Lab Incharge
12.	TG Batch allotment & TG file handover to faculty	05.02.2021	TG Co-ordinator/HOD
13.	Updating of student and parent mobile numbers Class-wise	05.02.2021	CC
14.	Course file & teaching plan checking	Upto 05.02.2021	HOD
15.	Undertaking by faculty about subject result in prescribed format	05.02.2021	Faculty
16.	Forwarding plan for virtual lab experiments	05.02.2021	Prof. P. R. Gadekar



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17.	IIT/ISRO Remote Centre Committee Meeting	08.02.2021	Prof. G. B. Birajdar
18.	Course file completion status report	08.02.2021	HOD
19.	Publication Committee Meeting	09.02.2021	Dr. S. G. Deshmukh
20.	Library Committee Meeting	09.02.2021	Mrs. N. K. Karande
21.	STP (I-VII) Students Training Programme Committee Meeting	10.02.2021	Dr. R. N. Badage
22.	Alumina Association Committee Meeting	10.02.2021	Prof. S. D. Katekar
23.	Anti-Sexual Harassment / Nirbhaya / ICC Committee Meeting	11.02.2021	Prof. A. A. Chandane
24.	EDC Meeting	11.02.2021	Dr. B. S. Gandhare
25.	SC/ST/OBC Cell Meeting	12.02.2021	Prof. A. A. Rajguru
26.	Committee for Student with Disabilities-Meeting	12.02.2021	Prof. S. V. Surwase
27.	Transport Committee Meeting (if semester changes to offline mode)	If required	Prof. Y. S. Padwale
28.	Patrolling Committee Meeting (if semester changes to offline mode)	If required	Prof. N. L. Phule
29.	Anti - Ragging Committee Meeting (if semester changes to offline mode)	If required	Mr. Mahesh Navale
30.	Admission Committee Meeting	19.02.2021	Prof. S. R. Koli
31.	Exam Cell Meeting	22.02.2021	Prof. A. D. Harale
32.	Forwarding fortnightly defaulters list	24.02.2021	HOD/ Co-ordinator
33.	Spectrum Preparation Review	25.02.2021	Spectrum coordinators
34.	Hostel Committee Meeting	If required	Prof. S. V. Pawar
35.	Report about LCD presentation / GD in prescribed format (In case by online mode if teaching goes by online mode)	28.02.2021	LCD presentation / GD coordinator
36.	Meeting - Last semester university result analysis, list of university rankers class wise & list of failed class wise students (Department wise)	Within 03 days after declaration of result	HOD in Presence of Principal
37.	Notice, timetable & eligible student list for remedial classes (if any)	Within 05 days after declaration of result	HOD/Co-ordinator
38.	Last semester TG Batch Final report by TG about students' performance in prescribed format	Within 10 days after declaration of result	HOD/ Co-ordinator
39.	Report by CC about the class in prescribed format	01.03.2021	CC
40.	Forwarding first month attendance and defaulters list	01.03.2021	HOD/ Co-ordinator



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41.	Taking student feedback – I	03 to 05.03.2021	HOD
42.	Meeting – Feedback – I analysis & corrections	08.03.2021	HOD in Presence of Principal
43.	Forwarding project progress review Report-III	08.03.2021	Departmental project coordinator
44.	Forwarding UT-I – Result analysis of F.Y. B.Tech.	09.03.2021	Test coordinator through HOD
45.	Forwarding defaulters list fortnightly	12.03.2021	HOD/ Co-ordinator
46.	Sport Committee Meeting	15.03.2021	Prof. V. A. Dhotre
47.	Cultural Committee Meeting	15.03.2021	Prof. S. V. Pawar
48.	Student Council Committee Meeting (in case of online mode if Semester works by online mode)	16.03.2021	Dr. S. G. Kulkarni
49.	Report on mid-term submission by each department	22.03.2021	HOD
50.	Forwarding UT-I – Result analysis of S.Y. B.Tech. to B.E.	30.03.2021	Test coordinator through HOD
51.	Forwarding defaulters list fortnightly	30.03.2021	HOD/ Co-ordinator
52.	First report by TG about students' performance status in prescribed format	31.03.2021	TG
53.	University result + UT-I result & attendance communication to parents by letters/messages	31.03.2021	TG
54.	Parent – Teacher Council Committee Meeting	01.04.2021	Dr. S. S. Kulkarni
55.	Forwarding UT-II – Result analysis of F.Y. B.Tech.	05.04.2021	Test coordinator through HOD
56.	Report by CC about the class in prescribed format	09.04.2021	CC
57.	Forwarding first month attendance and defaulters list	09.04.2021	HOD/ Co-ordinator
58.	Forwarding project progress review Report-IV	09.04.2021	Departmental project coordinator
59.	Report about LCD presentation / GD in prescribed format (In case online mode if teaching goes by online mode)	15.04.2021	LCD presentation / GD coordinator
60.	WEENGs Preparation Review	28.04.2021	Departmental project coordinator
61.	UGCON / PGCON Preparation Review	04.05.2021	Departmental Project & PG coordinators
62.	Forwarding Prelim exam – Result analysis of first year	12.05.2021	Test coordinator through HOD
63.	Display & Forwarding final attendance and detention list	22.05.2021	HOD/ Co-ordinator
64.	Second report by TG about students' performance status in prescribed format	25.05.2021	TG
65.	Student feedback – II	25.05.2021	Principal
66.	Meeting Feedback – II analysis & corrections	28.05.2021	HOD in Presence of Principal



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67.	Taking choices from students for next semester electives	upto 03.05.2021	Time Table Incharge
68.	Forwarding next semester teaching load and staff requirement	10.06.2021	HOD
69.	Teaching Load distribution meeting (Department Wise) for next semester	14.06.2021	HOD
70.	Central Assessment Program Committee Meeting (if exam happens by offline mode)	If required	Prof. V. G. Chavan
71.	Keeping updated Journals of next semester for Xeroxing	28.06.2021	Departmental Co-ordinator
72.	Report about LAE readiness / equipment maintenance	28.06.2021	HOD
73.	Forwarding of Department Activity Calendars for next semester to Vice Principal	28.06.2021	HODs
74.	HODs Meeting for academic Calendar Finalisation	29.06.2021	Vice Principal
75.	Making Available next Semester Academic Calendar	30.06.2021	Vice Principal
76.	Internal Quality Assurance Cell (IQAC) Committee Meeting	Will be decided shortly	IQAC C-ordinator
77.	Remedial / makeup classes attendance report at the end of classes (if required)	Within 03 days after completion of classes	Remedial / makeup classes subject teacher / coordinator
78.	Forwarding List of students registered for edx/coursera/TCS ion/NPTEL/Any other	Within 05 days after end of registration process	Prof. D. V. Koshti
79.	List of faculty registered for NPTEL/Atal FDP/Coursera Courses	Within 05 days after end of registration process	Prof. P. R. Gadekar
80.	Conference Committee	As per requirement	Dr. S. G. Deshmukh



(Dr. K. J. Karande)
PRINCIPAL

AICTE scheme and concern activities

<u>NOTICE</u>						
SR. NO.	SCHEME NAME	CLOSES	MODE	Apply	Kind attention to	
1.	AICTE-Research Promotion Scheme (RPS)-General	30-11-20	Online	AICTE	All HoD	
2.	AICTE-Technical Book Writing & Translation in Indian Languages	13-12-20	Offline	AICTE	Dr. S. G Deshmukh	
3.	AICTE-Professional Development Scheme (Travel Grant)	Round the year	Online	AICTE	Information to all	
4.	AICTE – INAE – DVP (Distinguished Visiting Professor)	13-12-20	Offline/ Online	INAE	All HoDs	
5.	AICTE-Emeritus Professor (Distinguished Practicing Engineer)	13-12-20	Offline	AICTE	All HoDs	
6.	AICTE-Sports Faculty Program (FDP)	30-11-20	Offline	AICTE	Prof. V. A Dhotre.	
7.	AICTE-Pragati Scholarship for Girl students (Fresh)	30.11.20	Online	NSP	Prof. Samadhan Mali Dean Student	
8.	AICTE-Saksham Scholarship for Differently-abled students (Fresh)	30.11.20	Online	NSP	Prof. Samadhan Mali Dean Student	
9.	AICTE-Pragati Scholarship for Girl students (Renewal)	30.11.20	Online	AICTE	Prof. Samadhan Mali Dean Student	
10.	AICTE-Saksham Scholarship for Differently-abled students	30.11.20	Online	AICTE	Prof. Samadhan Mali, Dean Student	
11	Support to Students for Participating in Competition Abroad (SSPCA)	Round the year	Offline	AICTE	Prof. A. I. Nikam	
12	AICTE – INAE – Travel Grant (Students)	Round the year	Offline	INAE	Prof. A. I. Nikam	
13	Modernisation and Removal of Obsolescence (MODROB)	21.12.2020	Online	AICTE	CIVIL AND CSE Dept.	
14	AICTE-IDEA Lab	21.12.2020	Online	AICTE	Project coordinators	
15	Grant for Organising Conference	Round the year	Online	AICTE	Dr. S. G. Deshmukh.	
16	Smart India Hackathon (SIH)	Annual	Online	Students	Prof. P. R. Gadekar	
17	Institutions' Innovation Council (IIC)	Round the year	Online	Institutes	Dr. S G Kulkarni	
18	Atal Ranking of Institutions on Innovation Achievements	17-09-20	Ongoing	Institutes	Dr. S G Kulkarni All HoDs	
19	Drug Discovery Hackathon (DDH2020)	02-07-20	30-11-20	Students/ Faculty	Prof. Gadekar P. R. Prof. Nikam A. I.	
20	National Innovation and Startup Policy (NISP)	Nov-2020	Ongoing	Online	Prof. S. Uppin	
21	Yukti 2.0	Year	Online	Students	EDP Cell	
22	KAPILA	Year	Online	Institutes	IPR cell, Prof. A S Aradhya	