

GOVT. DEGREE COLLEGE, KODUR (RS), Annamayya Dist.
Institutional Action Plan 2022-23

Month & Year	Week	Activity	Description
May, 2022	I/II	End semester Examinations	Semester I and III Yogi Vemana University End semester examinations
	III/IV	Admissions campaign	Admission campaigning for 2022-23, as per the action plan designed by college.
		Summer Vacation Community Service Project	Summer Vacation declared by Yogi Vemana University 16-5-2022 to 12-6-2022 Community Service Project for 2020-21 Batch and 2021-22 Batch
June, 2022	I II III & IV	Institution Re-opening after summer vacations	12-06-2022 Institution Re-opening
		Online Classes	Online classes to be conducted for VI semester, as per the instructions of Yogi Vemana University
		Admissions campaign	Admission campaigning for 2022-23, as per the action plan designed by college.
		College Activity Register	Start recording activities in CCE Prescribed formats.
		Staff Meeting	Review of Curricular Plans and conduct of academic activities
		Result Analysis	Subject wise and College level Result analysis
		Maintaining the Department records like Teaching Notes, Diary and Annual Curricular Plan etc.	Supply of Teaching Notes, Diary and Annual Curricular Plan to each Teaching Staff member and briefing about maintaining of Department Records in the CCE formats.
		International Yoga Day – June 21 st	Conduct of related activities
		Principal's reviewing meeting	Review of Academic and Financial matters
		Student Centric Activities	Planning and Topics selection to Conduct of Seminars and study projects for 2022-23 academic year.
		Anti Ragging Activities	Organize Anti Ragging activities
July, 2022	I II III & IV	Class Representatives Meeting	Selection of representatives and collection of feedbacks
		Constitution of Various Committees	Nomination of Teaching staff members for various committees.
		Data and reports submission for AQAR	Submission of Departmental Data and committees reports for AQAR submission
		Database on Admissions	Preparation of comprehensive database
		Admissions campaign	Admission campaigning for 2022-23, as per the action plan designed by college.
		Staff Meeting	Review of Academic, Administrative aspects and activity performance
		CPDC	CPDC meeting.
		Principal's reviewing meeting	Review of Academic, Admissions and Financial matters
		Azadi Ka amrit Mahostav -	Conducting various activities on the eve of Azadi KA amrit mahostav – celebrating 75 years of independence
		Farewell function	Organizing farewell for final year students
		Scholarships	Issue of Application forms, Orientation program for Students on procedures for getting scholarships
Parent Teacher Meeting	Meeting with Parents		

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Aug, 2022	I II III & IV	Consumer awareness programs	Conduct of related activities by Consumers club
		Career Counseling programmes	Conduct of related activities by Career guidance cell
		Azadi ka Amrit Mahotsav activities	Conduct of activities by NSS, all departments
		Independence Day Celebrations	15.08.2022 Independence Day Celebrations
		Women's Equality Day	Conduct of related activities by WEC.
		Telugu Bhasha Dinostavam	Aug 29 th Conduct of related activities – Dept of Telugu -
		Sports Day	Aug 29 th Dhyanchand's Birth Day
		Principal's reviewing meeting	Review of Academic and Financial matters
		Staff Meeting	A Review on curricular and co curricular activities
		Extension activities	Conduct of Extension lecturers , Seminars , Workshops, Field trips etc.,
Sept, 2022	I II III & IV	Teachers Day	5 th September - Celebration of Teacher's Day
		International Literacy Day	Conduct of related activities
		NSS Day	NSS activities
		Principal's reviewing meeting	Preparation of Institutional Plan, Annual Curricular Plan for 2022-23
		Industry Visit by Faculty	Identifying internships for students – MOUs with industries for 2 months and 6 months internships
		Staff Meeting	A Review on curricular and co curricular activities
		Principal's reviewing meeting	Review of Academic and Financial matters
		Staff Meeting	A Review on curricular and co curricular activities
October,2022	I II III & IV	Commencement of classes for I & III semester students 2 Months Internship for 2020-21 batch students after their semester IV	Commencement of classes for I & III Semester as per Y.V.University Academic Schedule 2022-23, from 10-10-2023. 2 Months internships for 4 th semester students 2020-21 batch (after their 4 th semester)
		National Education Day	Conduct of Essay writing, Elocution, Quiz Competitions etc.
		Gandhi Jayanti & Lal Badhur Sastri Jayanti, Sardar Vallabhai Patel Jayanthi	Celebrations of the Days
		Children's Day/World Diabetes Day	Conduct of related activities
		2 Months internship	2 months internship for all the 2020-21 admitted batch students from 10 th October Semester – 3 class work starts.
		Ozone Day	Ozone Day awareness program by dept of chemistry.
		Job Drives, Job Mela	Arranging Job drives or Job melas - JKC and placement cell
		Principal's reviewing meeting	Review of Academic and Financial matters
Nov, 2022	I II III & IV	Identifying 6 months internships for BA and BCom Students	Allotting mentors for final year students. Identifying internships and monitoring students through IMAP App
		6 Months Internship	6 Months internship for B.Com and BA students of 2020-21 batch
		5 th semester Class work for B.Sc	Commencement of 5 th semester class work for B.Sc Students
		Student Induction Program (SIP)	Conduct of various programmes for first year students
		Field trips, study tours	Organizing Field trips, study tours by all departments
		Cancer Awareness Day	Conduct of awareness program
Blood Donation camp	Organizing Blood donation camp – NSS, RRC		

Month & Year	Week	Activity	Description
Dec, 2022	I II III & IV	Staff Meeting	A Review on curricular and co curricular activities
		1 st Internal Examinations for I and III semester	Conduct of 1 st internal examinations
		World AIDS Day	Conduct of awareness programs, Rally
		Human Rights Day	Conduct of related activities
		National Consumers Day	Competitions and awareness programs
		Principal's reviewing meeting	Review of Academic and Financial matters
Jan, 2023	I II III & IV	Staff Meeting	A Review on curricular and co curricular activities
		2 nd Internal Examinations for I and III semester	Conduct of 2 nd internal examinations from 05-01-2023
		Republic Day	26 th January Celebration of Republic Day
		JKC /career counseling Cell	Organizing Job Fairs & Campus Drives awareness programs
		College/Sports Day	Conduct of Activities - Physical director, cultural committee
		National Youth Day	Celebration of Youth Day
		National Voters Day	Organizing programs on importance of voting in driving the democracy
		Practical Examinations for I and III Examinations	Conduct of Practical Examinations for I and III semesters from 28-01-2023
Principal's reviewing meeting	Review of Academic and Financial matters		
Feb, 2023	I II III & IV	Performance and Improvement of Activities	Revision and Remedial classes to needy students
		End Semester Examinations	Commencement of End semester Examinations - I and III semesters
		Staff Meeting	A Review on curricular and co curricular activities
		CPDC Meeting	CPDC Meeting
		Principal's reviewing meeting	Review of Academic and Financial matters
March 2023	I II III & IV	Staff Meeting	A Review on curricular and co curricular activities
		Identifying 6 months internships for BSC Students	Allotting mentors for final year students. Identifying internships and monitoring students through IMAP App
		Class work for 2, 4 and 6 th semester 6 Months Project for BSc Students	Commencement of class work 2,4, Semesters from 01-03-2023 Commencement of 6 th semester classes for B.Com Students Commencement of 6 th semester project for B.Sc Students
		Budget utilization	Submission of all Bills to DTO
		Stock verification	Stock verification as per registers
		International Women's Day	8 th March - Conduct of related activities WEC
		Principal's reviewing meeting	Review of Academic and Financial matters
April 2023	I	Monitoring 6 Months project of BSc students	All science departments

	II III & IV	Class work for 2, 4 and 6 th semester 1 st Internal Examinations for II and IV semester JKC /career counseling Cell Clean and Green	Class work Conduct of 1 st internal examinations from 10-04-2023 Organizing Job Fairs & Campus Drives awareness programs NSS
May 2023	I II III & IV	Summer Vacation Online classes	03-5-2023 to 2-6-2023 Online classes from 18-5-2023 to 2-6-2023
June - 2023	I II III & IV	College Reopen Performance and Improvement of Activities 2 nd Internal Examinations for II and IV semester Allotment of mentors for CSP and 2 months internship University Examinations	College Reopens on 03-06-2023 Revision and Remedial classes to needy students Conduct of 2nd internal examinations in June second week Mentors are allotted to monitor CSP and 2 months internship End Semester Examinations for 2,4,5,6 semester from 21-6-2023 to 21-7-2023
July - 2023	II III & IV	Principal's meeting University Examinations Community Service Project 2 Months Internship Admission Practical Examinations for 2,4,5 Semesters	Planning of curricular and co-curricular activities for the academic year 2023-24 End Semester Examinations for 2,4,5,6 semester from 21-6-2023 to 21-7-2023 Community Service Project for second semester starts from 20-7-2023 2 Months Internship for fourth semester starts from 20-7-2023 Admissions for 2023-24 Conduct of practical Examinations. Internal Evaluation of 6 semester project