

# Shankarlal Khandelwal Arts, Science & Commerce College, Akola

## Report of Annual Academic Calendar Committee

### 2022-23

The functioning of committee commenced at beginning of the session. The committee prepares the calendar for the coming session which is presented in IQAC's Staff Council meeting at the end of previous year's session and it is accepted and implemented accordingly.

The committee comprised of : Chairman : Dr. J.M. Saboo

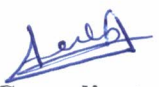
Co-ordinator : Dr. Archana P. Khandelwal

Member : Miss. Aditi Mankar


From the beginning of this session the committee conducted regular monthly meetings on the last Saturday of every month , to monitor the scheduled activities and report to the principal of the observation. Total 8 meetings have been conducted throughout the academic year. Detail minutes of the meeting are as follows:

Sr. No.	Date of meeting	Agenda of meeting	Minutes of meeting
1.	20/08/2022	To check annual academic calendar 22-23. Any other on time subjects.	Annual Academic Calendar of 2021-2022 was checked with university calendar and finalized and given for printing . It was decided to prepare detailed calendar for publication As there was no subject, meeting was over with vote of thanks.
2.	30/09/2022	Confirmation of the minutes of last meeting. To review the work done up till now and review the schedule of next month. On time subject with the permission of chairperson.	Last meeting held on 20/08/22. Its minutes were read and confirmed All scheduled activities are undertaken by the departments. It was decided to inform all the department about academic audit. As there was not any other subject the meeting was dismissed with vote. of thanks
3.	28/11/2022	Confirmation of the minutes of last meeting To review the work done up till now and review the schedule of next month. on time subject with the permission of chairperson.	Last meeting held on 30/09/2022. Its minutes were read and confirmed All scheduled activities were conducted by all the departments. Academic Audit of Arts & Commerce Faculty is rescheduled due to Term end examination & University Election the same will be conducted on 5 <sup>th</sup> Dec. 2022. Due to the university examination there is no scheduled activities in the month of December. As there was no any other topic to discuss with the permission of chairperson the meeting was declared over.
4.	23/12/2022	Confirmation of the minutes of last meeting To review the work done up till now and review the schedule of next month. on time subject with the	Last meeting held on 28/11/2022. Its minutes were read and confirmed. All scheduled activities are undertaken by department. As the University Exams are going on thus the scheduled Annual Gathering has postponed. Due to university exams NSS Camp has been postponed to 15 <sup>th</sup> Feb. 2023.

		permission of chairperson.	As there was no any topic to discuss with the permission of chairperson the meeting was declared over.
5.	31/01/2023	Confirmation of the minutes of last meeting To review the work done up till now and review the schedule of next month on time subject with the permission of the chairperson.	Last meeting was held on 23/12/2022. Its minutes were read and confirmed. All scheduled activities were undertaken by the department. IT was decided to postpone the Add on Course on Analysis & Management of investment. Industrial Visit of Commerce department has been postponed. As there was not any subject meeting is declared over with the permission of the chairperson.
6.	25/02/2023	Confirmation of the minutes of last meeting To review the work done up till now and review the schedule of next month on time subject with the permission of the chairperson.	Last meeting was held on 31/01/2023. Its minutes were read and confirmed. It was decided to conduct the Unit Test from 15 <sup>th</sup> March 2023. It was decided to start Add on Course & Industrial Visit by department of Commerce in the month of March. Department of Computer Science will be conducting an International Conference on 15 <sup>th</sup> March 2023. As there was not any subject meeting is declared over with the permission of the chairperson.
7.	09/03/2023	Confirmation of the minutes of last meeting To review the work done up till now and review the schedule of next month on time subject with the permission of the chairperson.	Last meeting was held on 25/02/2023 its minutes were read and confirmed. All scheduled activities were conducted as per Calendar. The schedule activities in the month of April were reviewed- 1 <sup>st</sup> week of April : Add on Course by Zoology II Unit Test for all faculty. As there was not any subject meeting is declared over with the permission of the chairperson.
8.	27/04/2023	Confirmation of the minutes of last meeting To review the work done up till now and review the schedule of next month. To discuss on University Academic Calendar for session 2023-24. On time subject with the permission of the chairperson.	Last meeting was held on 09/03/2023. Its minutes were read and confirmed. All scheduled activities were conducted as per Calendar. As the University Calendar 2022-23 was rescheduled the session is preponed. Accordingly remedial teaching and regular teaching was rescheduled. On the basis of University calendar the Academic Calendar 2023-24 was prepared and finalized. All scheduled activities were conducted as per Calendar. It is decided to adjourn the committee the for next session 2023-24.

  
**Co-ordinator**  
 Dr. Archana P. Khandelwal.

  
**Member**  
 Miss. Aditi Mankar

  
**Principal**  
 Dr. J.M. Saboo