



# VIGNAN INSTITUTE OF TECHNOLOGY AND SCIENCE

Near Ramoji Film City, Deshmukhi (V), Yadadri Bhuvanagiri Dist, Telangana - 508 284.

Approved by AICTE, New Delhi, Affiliated to JNTUH, Hyderabad

EAMCET CODE : VGNT



## Civil Engineering Department Calendar for the AY 2020-2021 – Sem I

S.No.	Name of the Event	Date	Faculty Responsible
1	CRT Classes for IV B. Tech	28-07-20 to 31 <sup>st</sup> August 20	Faculty I/C - Dept. T&P
2	Subject Preference Sheet Submission	15-07-20	Faculty
3	Subject Allotment	20-07-20	HOD
4	INDEPENDENCE DAY	15-08-20	
5	Faculty Orientation Program	01-08-20 to 08-08-20	Faculty I/C - Dept. FOPs
6	Verifying the Stationary Requirements like Attendance registers, chalks, dusters, syllabus copyetc.... for the next semester classwork	20-08-20	HOD
7	Time Table Fine Tuning	20-08-20	Faculty I/C - Time Table
8	Department Staff Meeting	21-08-20	HOD
9	Principal/CEO meeting with faculty	24-08-20	HOD
10	Commencement of classwork & 1st spell of instructions to cover I to III (two and half) Units	01-09-20	-Faculty
11	1 <sup>st</sup> Spell of instructions covering I to III units for B.Tech II/III/IVth Year-I Sem	01 <sup>st</sup> Sep to 10 <sup>th</sup> Oct 20	Faculty
12	TEACHERS DAY	05-09-20	
13	Internship certificate submission by students	07-09-20	Faculty I/C - Dept. Industry Oriented Mini Projects
14	Assigning Guides to students for Industry Oriented Mini Project	07-09-20	Faculty I/C - Dept. Industry Oriented Mini Projects
15	I Unit to be completed	16-09-20	Faculty
16	Engineers' day (15 <sup>th</sup> Sept.) Celebration & Poster Presentation Competition (*Pre-Engineers day celebration *)	15-09-20	Faculty I/C – Dept. Industry Oriented Mini Project
17	Mini Project report submission	17-09-20	Faculty I/C - Dept. Industry Oriented Mini Projects
18	Innovative Project Title Submission	17-09-20	Faculty I/C – Innovative Project
19	Collection of Oral Feedback from Students	19-09-20	Principal / HOD
20	Unit Test-1	19-09-20 TO 21-09-20	Faculty I/C – Dept. Unit Tests
21	Graduation day	28-09-20*	Dean- Alumni Affairs
22	Guest Lecture - II	08-10-20	Faculty I/C – Dept. Guest Lectures
23	II Unit to be completed	09-10-20	Faculty

24	Unit Test- 2	12-10-20 to 14-10-20	Faculty I/C – Dept. Unit Tests
25	Lab internal Exam-1	15-10-20 to 16-10-20	Lab Faculty
26	DUSSERA RECESS	19-10-20 TO 24-10- 20	
27	Collection of online Student Feedback	26-10-20	Faculty I/C - Dept. Feedback
28	III (2 ½) Unit to be completed	16-12-20	Faculty
29	Mid-I Exam	21 -12-20 TO 28-12-20	Exam Branch
30	2nd Spell of Instructions	29-12-20 TO 13-02-21	-
31	Submission of Mid-I Exam Marks to Exam Branch	30-12-20	Faculty
32	III Unit to be completed	28-12-20	Faculty
33	Finalization of Remedial classes schedule	28-01-21	Faculty I/C – Remedial Classes
34	Unit test-3	30-12-20 to 31-12-20	Faculty I/C – Dept. Unit Tests
35	Lab internal Exam-2	02-01-21	
36	Industrial visit- I to IMD, Hyd – III Year I Sem	12-12-20*	Faculty I/C – Dept. Industrial Visit
37	IV Unit to be completed	17-01-21	Faculty
38	Industrial Visit- II	16-12-20*	Faculty I/C – Dept. Industrial Visit
39	Unit test-4	19-01-21 to 21-01-21	Faculty I/C – Dept. Unit Tests
40	V Unit to be Completed	13-02-21	Faculty
41	Mid- II exam	15-02-21 to 20-02-21	Exam branch
42	Mini Project Abstract Submission	23-12-20*	Faculty I/C – Final Year Project
43	Lab External exam	22-02-21 to 28-02-21	Lab Faculty
44	DDC Meeting	27-02-2021	Faculty Coordinator
45	Preparation Holidays and Practical exams	1 <sup>st</sup> to 6 <sup>th</sup> March 2021	
46	End Semester & Supplementary Exams	08-03-21 to 20-03-21	Exam Branch
47	Alumni day	30-12-2021	Faculty I/C – Dept. Alumni Affairs
48	NATIONAL CONFERENCE	29-12-2020 TO 30-12- 2020	

\*Tentative

Faculty Coordinator

HOD, CE

**VIGNANINSTITUTE OF TECHNOLOGY AND SCIENCE****Department of Civil Engineering-Academic Calendar****Academic Year 2020-2021-II Semester**

S.No	Event	Date	Person Responsible
1	Department staff meeting	15/03/2021	HOD
2	Faculty subject options submission	18/03/2021	HOD & TT I/C
3	Subjects Finalization	18/03/2021	HOD
4	Faculty Orientation Program for new faculty	15/03/2021 to 20/03/2021	FOPI/C
5	Verifying the requirements (Stationary, attendance registers, chalks, dusters, roll list, syllabus copy time table etc) of the department for the next semester class work and distribution to the staff	20/03/2021	HOD
6	Timetable Finalization	20/03/2021	TTI/C
7	Departmental Staff Meeting	22/03/2021	HOD
8	Commencement of IISem Class Work for B. Tech II, III & IV Year - IISem	22/03/2021	FACULTY
9	1 <sup>st</sup> spell of Instructions for covering I, II and half of III unit	22/03/2021 to 15-05-2021	FACULTY
10	IV Year Major project batch and guide allotment	05-04-2021	PROJECT I/C
11	Unit-I to be completed for II, III, IV years	12-04-2021	FACULTY
12	Initiation of Innovative Projects	15-04-2021	IPI/C
13	Class Review Committee Meeting (II, III, IV Year)	16-04-2021	CLASS CO-ORDINATORS
14	Feedback collection and subsequent course of action by the Principal through HOD	17-04-2021	PRINCIPAL/HOD
15	Sharing of oral feedback with faculty by HOD	21-04-2021	HOD
16	Unit Test -I	15-04-2020 to 17-04-2021	UTI/C
17	Industrial Visit (III-year CE)	30-04-2021	IVI/C
18	Unit-II to be completed by	03-05-2021	FACULTY
19	Unit Test-II	06-05-2021 to 08-05-2021	UTI/C

20	Guest Lecture– I	09-05-2021	GLI/C
21	Lab internal-I for II,III &IV Year	11-05-2021to 12-05-2021	LABI/C
22	Major project Review-1 for Final years	08-05- 20201	PROJECTI/C
23	Two and half Units to be completed by	13-05-2021	FACULTY
24	Summer Vacation	17-05-2021to 29-05-2021	
25	I Mid Examinations for B.Tech- II,III&IV Year- IISem	31-05-2021to 05-06-2021	FACULTY

26	2 <sup>nd</sup> SpellofInstructions(Units 3to 5)	07-06-2021to 31-07-2021	FACULTY
27	Workshop for Student	11-06-2021	WORKSHOPI/C
28	Unit-III to be completed	14-06-2021	FACULTY
29	Industrial Visit(II-year CE)	15-06-2021	IVI/C
30	UnitTest- III	28-06-2021to 30-06-2021	FACULTY
31	Major project review-2 for Final years	03-07-2021	PROJECTI/C
32	Guest Lecture–II	18-07-2021	GLI/C
33	Plan for Remedial classes	18-07-2021	TTI/C
34	Unit-IV to be completed by	03-07-2021	FACULTY
35	Department meeting and Review of % of syllabus covered and Necessary action	03-07-2021	HOD
36	Major project review-3 for Final years	07-07-2021	PROJECTI/C
37	UnitTest-IV	22-07-2021to 24-07-2021	FACULTY
38	Last Date to complete the syllabus	20-07-2021	FACULTY
39	Revision Schedule	26-07-2021to 31-07-2021	TTI/C
40	II Mid Examinations for II,III- & IV-Year B. Tech- IISem	02-08-2021to 07-08-2021	FACULTY
41	Preparations & Practical's for II,III- & IV-Year B. Tech- IISem	09-08-2021to 14-08-2021	LABI/C& FACULTY
42	II Mid Examinations results submission and analysis	14-08-2020	CLASSCO- ORDINATORS
43	End Semester Examinations for B. Tech II,III&IV Year- II Sem and Supplementary exams	16-08-2021to 28-08-2021	FACULTY
44	Alumni Meet	02-09-2021	ALUMNII/C

Attendance Registers to be sent to Exam section by 2 <sup>nd</sup> of every month	HOD
Undertaking forms to the exam section by 10 <sup>th</sup> of every month	Counsellors
Soft & hardcopy of Monthly report submission by 5 <sup>th</sup> of every month	Coordinator & HOD
Counselling report submission to Principal by 5 <sup>th</sup> of every month	Counsellors
Weekly test on every Monday from 9:00AM to 11:00AM	Class Coordinators
Letters to the students having attendance less than 75% by 8 <sup>th</sup> of Every month	Office
Department Meeting on every Sat 2:00PM to 3:00PM	HOD
HOD's Dean's meeting on every Wed 1.00PM	Dean Admin
CEO meeting with Dean's on every Thu 12.00PM	Dean Admin
Principal meeting with HOD's and Dean's on every Fri 1.00PM	Principal

Faculty Coordinator

**HOD, CE**