


PCCOE/E&T/2024-25/320

	Pimpri Chinchwad Education Trust's Pimpri Chinchwad College of Engineering	Record No.: ACAD/R/06
		Revision: 00
		Date: 18/08/2023
Event Calendar of the Department		

Department: Electronics & Telecommunication

Academic Year: 2024- 2025

Semester: II

Date: 27/12/2024

Sr. No.	Activity	Dates / Duration	In charge Staff	Compliance of activity (held / delayed / canceled)
1	Communication to the students- commencement date, Mentoring and Counseling session and for the students on Professional Electives, Open electives, Honors and Minors	18-12-2024 to 22-12-2024	Class Teacher, Academic Coordinator, Autonomy Coordinator, Course Faculty	
2	Course Registration	23-12-2024 to 26-12-2024	Class Teacher, Academic Coordinator and ERP Coordinator	
3	Course meetings, Module meetings, Academic Planning, Teaching plan, Laboratory plan, assessment plan, deciding targets, review of Preparations and Department PAC Meeting, etc	Up to 30-12-2024	NBA, Academic Coordinator & ISO coordinator	
4	PRN Lists, Time tables (Updating Notice Board and Website)	Up to 30-12-2024	HOD, Time Table coordinator, Class Teachers, All course Faculty	
5	DUPC meeting: Finalization of Formative Assessment tools	Up to 30-12-2024	DUPC committee and all faculty	
6	Commencement of Teaching for Semester- II	01-01-2025	All teaching and supportive Staff Members	
7	HoD Address	01-01-2025 to 07-01-2025	HOD, Academic coordinator and Class Teacher	
8	Academic Coordinators Meeting	02-01-2025	HOD, Academic Coordinators	
9	SIG Activity 1: SIG VLSI: Workshop on Quantum Computing	20-01-2025 to 25-01-2025	SIG In-charge, Workshop Coordinator	
10	ETSA/IETE/SPS/CSI Activity 1- Technical Fest	Second week of January	ETSA IEEE SPS coordinator	
11	Attendance Monitoring – I Communication to parents	21-01-2025	Respective Class Teachers	

12	Proctor Meetings	Second-Third week of every month	Proctor Coordinator	
13	Higher Studies Awareness Session	Second-Third week of January	Higher Studies Cell Incharge	
14	Display the list of Registered students by the Examination Section	30-01-2025	ERP and Exam Coordinator	
15	ETSA/IETE/SPS/CSI Activity 2: IEEE SPS workshop	First week of February	ETSA IEEE SPS coordinators	
16	Academic Coordinators Meeting.	06-02-2025	HOD, Academic Coordinators	
17	Formative Assessment 1 (FA 1)*	Tentative (guideline) 10-02-2025 to 14-02-2025	All Faculty	
18	Academic Monitoring-I	15-02-2025	HOD, Academic Coordinators	
19	SIG Activity 2 : SIG SP	Second week of February	SIG In-charge, Activity Coordinator	
20	Parent Meet	24-02-2025 to 28-02-2025	PTG / Parent Meet Coordinator	
21	Mid-Term work Submission/ Mock Oral#	01-03-2025 to 08-03-2025	All Course Faculty / PAC / ISO coordinator	
22	Academic Coordinators Meeting	06-03-2025	HOD, Academic Coordinators	
23	Attendance Monitoring – II, Display of provisional detention list 1 Communication to parents	08-03-2025	Respective Class Teachers, Academic Coordinator	
24	SIG Activity 3: SIG Automation	Second Week of March	SIG In-charge, Activity Coordinator	
25	Communication to parents: Attendance and FA performance.	Up to 20/03/2025		
26	ETSA/IETE/SPS/CSI Activity 3: IETE Event	Third Week of March	IETE Coordinators	
27	Academic Monitoring-II	29-03-2025	Respective Class Teachers, Academic Coordinator, HOD	
28	Formative Assessment 2 (FA 2)*	Tentative (guideline) 1-04-2025 to 08-04-2025	All Faculty	
29	Academic Coordinators Meeting	03-04-2025	HOD, Academic Coordinators	
30	SIG Activity 4: SIG A Communication	First week of April	SIG Communication	
31	Submission of summative assessment (SA) theory course question paper	08-04-2025	All Course Faculty	

Aca-Cal-Sem-II, 2024-25

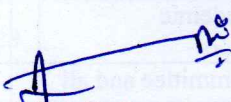
	Attendance Monitoring III, Display of			
32	ETSA/IETE/SPS/CSI Activity 3: CSI Event	Second Week of April	CSI Coordinators	
33	DRC, presentation and Submission of PG Dissertation (Applicable only for SY M.Tech and S.Y. MCA)	15-04-2025 to 20-04-2025	HOD, PG Coordinator, PG Project Coordinator	
34	Department PAC	15-04-2025 to 19-04-2025	NBA & ISO coordinator	
35	End term submission, Mock oral /practical	15-04-2025 to 19-04-2025	All course faculty	
36	End semester feedback	17-04-2025 to 21-04-2025	HOD and Feedback Coordinator	
37	Course exit survey/Program exit survey	17-04-2025 to 21-04-2025	All course faculty	
38	e-yantra Activities	As per the timelines specified by IIT Bombay	SIG Automation	
39	Attendance monitoring IV and Academic monitoring III	21-04-2025	HOD, Academic Coordinators, Class Teachers	
40	Conclusion of Teaching	21-04-2025	All course faculty	
41	Detention list from HoD to Dean office	21-04-2025	HOD, Respective Class Teachers, Academic Coordinator	
42	Detention list from admin office to COE	22-04-2025	Admin office and Dean Academics office	
43	Practical exam/ End term project/Seminar/Internship Oral Examination (Slot 1)	22-04-2025 to 26-04-2025	All Course Faculty, respective coordinators	
44	Faculty Appreciation, Performance Appraisal and counseling for improvement	28-04-2025 to 02-05-2025	HOD	
45	Faculty appreciation, performance appraisal and counseling for improvement.	28-04-2025 to 02-05-2025	Director office, Dean Academics office, HOD and all faculty	
46	Summative assessment exam and evaluation	29-04-2025 to 12-05-2025	All Course Faculty	
47	Academic Coordinators Meeting	01-05-2025	HOD, Academic Coordinators	
49	DUPC Meeting: Verification of FA, SA, approval of marks, corner cases	12-05-2025 to 18-05-2025	DUPC Committee and all faculty	
50	Last day to show the paper and mark entry in ERP	17-05-2025	All Course Faculty	
51	Practical exam/ End term project/Seminar/Internship Oral Examination (Slot 2 if required)	16-05-2025 to 18-05-2025	All Course Faculty, respective coordinators	

Aca-Cal-Sem-II, 2024-25

52	Hard copy submission to CoE	19-05-2025	All Course Faculty	
53	Declaration of Result	22-05-2025	Exam Cell	
54	Registration for Re-SA exam	22-05-2025 & 24-05-2025	Class Teacher, Academic Coordinator and ERP Coordinator	
55	Re-practical exam (Failed students and genuine cases)	24-05-2025 to 27-05-2025	All Course Faculty, PR/OR coordinators	
56	Re-SA exam (Failed students and genuine cases)	29-05-2025 to 09-06-2025	All Course Faculty	
57	Last day to show the Re-SA paper and mark entry in ERP	12-06-2025	All Course Faculty	
58	Academic Coordinators Meeting	12-06-2025	HOD, Academic Coordinators	
59	Hard copy submission to CoE	13-06-2025	All Course Faculty	
60	Declaration of Result for Re-SA exam	16-06-2025	Exam Cell	
61	Summer Term Internship (Applicable only for B.Tech. F.Y to T.Y only)	15-05-2025 to 30-06-2025	All Course Faculty	
Summer Term /Make-up Term (Failed Students)-Applicable for SY, TY and B.Tech.				
62	Summer Term Course Registration (SEM 1 and SEM 2)	16-06-2025 to 17-06-2025	Class Teacher, Academic Coordinator and ERP Coordinator	
63	Summer Practical Exam	18-06-2025 to 19-06-2025	Respective course Faculty	
64	Summer Exam	20-06-2025 to 05-07-2025	Respective Course Faculty	
65	Last day to show the summer exam paper and marks entry in ERP	10-07-2025	Respective Course Faculty	
66	Hard copy submission to CoE	11-07-2025	Respective Course Faculty	
67	Declaration of Result for summer exam	14-07-2025	Exam Cell	
68	Commencement of ODD Semester (2025-26)	07-07-2025	All Course Faculty	

**FA (FA1 and FA2) may be separate or combined, dates may vary as per course requirements, can be conducted throughout semester.*

Not applicable for S.Y. M.Tech


Dr. Ashok R. Suryawanshi
Academic Coordinator


Dr. K. S. Kinage
Head of the Department