



# GEMS Polytechnic College

(Approved by AICTE, Govt. of India, F. No Northern/2015/1-2474317051)

NH-2, Jogiya more, Ratanpura, Aurangabad, Bihar- 824121

Department of Electrical Engineering

## ACADEMIC CALENDAR 2023 - 2024 : 1st, 3rd & 5th SEMESTER (REVISION - 1.1)

2023		October				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
						1
2 <i>Gandhi Jayanti Holiday</i>	3	4	5 <i>Commencement of Regular Classes for 1st, 3rd &amp; 5th Sem / Discuss Course Outcomes</i>	6	7	8
9 <i>Orientation Program - 1st Year</i>	10 <i>Orientation Program - 2nd &amp; 3rd Year</i>	11	12	13	14	15
16 <i>Poor Attendance &amp; Parent's Communication Report</i>	17	18	19	20	21	22
	<b>Semester Enrollment</b>				<i>Durga Pooja Holidays</i>	
23	24	25	26	27	28 <i>Nature Club</i>	29
<i>Durga Pooja Holidays</i>						
30 <i>Submission of 35 Marks Class Test Question Paper to COE after Head verification.</i>	31 <i>Poor Attendance &amp; Parent's Communication Report / Session on Problem Solving and Ideation - IIC</i>	<b>No. of Working Days: 19</b>				
2023		November				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
		1 <i>Monthly Attendance, Syllabus Coverage</i>	2	3	4	5
6 <i>FDP on BLENDER</i>	7 <i>Display of Class Test-1 Marks, Slow Learners List and Remedial Action Taken, FDP on BLENDER</i>	8	9	10	11	12
	<b>Class Test - 01 (30% of Syllabus Completion) &amp; FDP on BLENDER</b>				<i>Diwali Holiday</i>	
13 <i>National Entrepreneurship Day-celebration -IIC</i>	14	15 <i>Poor Attendance &amp; Parent's Communication Report</i>	16	17	18	19
	<i>Chatt Puja Holiday</i>					
20	21	22	23	24	25	26
27	28	29	30			
<i>Gururanak Jayanti Holiday</i>	<i>Faculty Development Program - FDP</i>			<b>No. of Working Days: 22</b>		
	39	40	41			

2023		December					
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	
<b>No. of Working Days: 24</b>				<b>1</b> Monthly Attendance, Syllabus Coverage, Poor Attendance Report 42	<b>2</b> Workshop on Design Thinking, Critical thinking and Innovation Design - IIC 43	<b>3</b>	
<b>4</b> Submission of 35 Marks Class Test Question Paper to COE after Head verification. 44	<b>5</b> 45	<b>6</b> <b>7</b> Class Test - 02 (65% of Syllabus Completion) 46 47		<b>8</b> 48	<b>9</b> Second Saturday Holiday	<b>10</b>	
<b>11</b> 49	<b>12</b> Display of Class Test-2 Marks, Slow Learners List and Remedial Action Taken 50	<b>13</b> 51	<b>14</b> 52	<b>15</b> Poor Attendance & Parent's Communication Report 53			<b>16</b> Workshop on Entrepreneurship Skill, Attitude and Behaviour Development - IIC 54
<b>18</b> 55	<b>19</b> 56	<b>20</b> 57	<b>21</b> 58	<b>22</b> 59	<b>23</b> 60	<b>24</b>	
<b>25</b> Christmas Holiday	<b>26</b> 61	<b>27</b> 62	<b>28</b> 63	<b>29</b> 64	<b>30</b> Poor Attendance & Parent's Communication Report 65	<b>31</b>	
2023		January					
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	
<b>1</b> New Year Holiday	<b>2</b> Monthly Attendance, Syllabus Coverage, Poor Attendance Report 66	<b>3</b> 67	<b>4</b> 68	<b>5</b> 69	<b>6</b> Chess Club 70	<b>7</b>	
<b>8</b> 71	<b>9</b> 72	<b>10</b> 73	<b>11</b> 74	<b>12</b> 75	<b>13</b> Poor Attendance & Parent's Communication Report 76	<b>14</b>	
<b>15</b> Makar Sankranti Holiday	<b>16</b> Submission of 35 Marks Class Test Question Paper to COE after Head verification / National startup day-celebration - IIC 77	<b>17</b> 100% Syllabus Completion 78	<b>18</b> <b>19</b> Class Test - 03 (100% of Syllabus Completion) 79 80			<b>20</b> 81	<b>21</b>
			<b>22</b> 82	<b>23</b> Display of Class Test-3 Marks, Slow Learners List and Remedial Action Taken 83	<b>24</b> 84	<b>25</b> 85	
<b>29</b> Poor Attendance & Parent's Communication Report 87	<b>30</b> 88	<b>31</b> Last Working Day 89	<b>No. of Working Days: 24</b>				

Month & Year	No.of Working Days
October 2023	19
November 2023	22
December 2023	24
January 2024	24
<b>Total No. of Working Days</b>	<b>89</b>

Events / Activities	No.of Days
Maximum No. of Lecture Days	65
Department, Club, Professional Society Activities, Industrial Visits	8
Technical Events, Para Academic Activities & IIC Activities	7
Class Test	9
<b>Total No. of Working Days</b>	<b>89</b>

**Notes:**

1. Above Teaching days are calculated as per the current SBTE 2023-2024 Academic Calendar. The Changes (if any) may be applicable subject to further notification by the SBTE, Bihar: **(Changes were done in the number of working days based on the Academic Calendar send by SBTE Circular Letter No. 3967 \_Patna, Dated 18-09-2023 \_Academic Calendar-2023(Even).**

2. A separate Department Wise Academic calendar will be issued by all departments comprising their departmental activities / events planned for ODD Semester 2023-2024.

3. Faculties were informed to interact with students to discuss their corresponding **Course Outcomes** during their first Lecture Hour.

4. **Class Test 1 - 3** will be conducted under the GPC Controller of Examination. Maximum marks to be considered for Class Test is 35 Marks.

5. Class Test are to be conducted during both FN & AN Sessions and they are to be completed within 3 working days as per the schedule given above.

**Instruction To Prepare Department Academic Calendar:**

1. Academic Department Heads were instructed to prepare the Department Academic calendar by taking this Institution Calendar as a base.

2. Department heads are responsible to submit all the mentioned reports based on given deadline.

3. Department heads are requested and responsible to submit the students poor attendance report twice in a month.

4. **The Following department events/activities has to be taken into Consideration while preparing the department Academic Calendar:**

a. **Department Orientation Program** (Includes General rules & regulation, NBA Orientation, Department Vision, Mission, PEOs, PSOs)

b. **NSS Activity** (Dept Wise Faculties and Students need to Contribute to the NSS Activities and maintain the proper report)

c. **Para Academic Activity on Saturdays** (Dept.wise need to plan the Activity and convey the same to ParaAcademic Team)

d. **ISTE Professional Society Activity** (Dept. wise one Activity per Semester needs to conduct and submit the report to **Mr Titus GPC-ISTE in charge**)

e. **IIC Activity** (Dept. wise one Activity per Semester needs to conduct and submit the report to **Mr Ragunath GPC-IIC in charge**)

f. **Guest Lecture** (Dept. wise need to conduct a guest lecture to meet the curriculum gaps, industry/profession requirements & POs & PSOs)

g. **Industrial Visit** (Dept. wise need to arrange an industrial visit to meet curriculum gaps, industry/profession requirements & POs&PSOs)

h. **Faculty Development Program (FDP)** (Dept. wise need to organise an FDP one per semester)

i. **Club Activities:** All club activities will take place exclusively on Saturdays, each lasting for a duration of one hour.

**Copy to:**

1. Dean & Principal Office
2. All Department Heads
3. The Controller of Examinations
4. The Library
5. The Para Academic Department
6. The Accounts Office
7. The Campus Manager

HOD/ CIVIL

Dean of Academics