

### IQAC YEAR PLANNER WITH TENTATIVE SCHEDULE

Sl. No.	Subject	Tentative date/month for data collection and/or upload	Faculty-in-charge
1	College Academic calendar	July	Academic sub-committee
2	Departmental Study plan and lesson plan	July	Respective departments
3	IQAC meeting minutes upload	June	IQAC
4	Students enrolment data	December	AISHE nodal officer
5	Students Results	December	AISHE nodal officer
6	Students Placement and Progression	June	Placement cell
7	Students scholarship	August	Scholarship committee
8	Students feedback	April	IQAC
9	Teachers feedback	April	IQAC
10	Non-teachers feedback	April	IQAC
11	Alumni feedback	April	IQAC
12	Employer's feedback (Hard copy)	April	Governing Body
13	Feedback Action Taken Report	May	IQAC
14	Mentoring	May (Even SEM)	IQAC
		December (odd SEM)	
15	College sports	December	Sports Committee
16	Blood donation	November	Blood donation committee
17	Social outreach programme	November	Social outreach committee
18	MoU activities updating and uploading	June	MoU Committee
19	Infrastructure and physical facilities	February	IQAC
20	Annual programme	June	Cultural and Prize distribution committee
21	Plan of action in the beginning of the Academic	June	IQAC
22	Best practices planning	June	IQAC
23	Skill development/training programme for	September	IQAC
24	AQAR preparation and submission	As notified in the portal	IQAC
25	NIRF	December	NIRF committee
26	AISHE	As notified in the portal	AISHE nodal officer
27	Time table	January (Even SEM) July (Odd sem)	Time table committee
28	CIE report submission to IQAC	May	Respective departments
29	CIE report preparation	June	Respective departments
30	PTM	May (Even SEM) December (odd SEM)	Respective departments
31	PEER tutoring	May (Even SEM) December (odd SEM)	Respective departments