ACADEMIC CALENDAR 2021-2022

GEETHANJALI

INSTITUTE OF SCIENCE & TECHNOLOGY

(An ISO 9001: 2015 certified Institution) (Approved by AICTE, New Delhi & Permanent Affiliated to JNTU, Anantapur) UGC Accorded Status 2F
3rd Mile, Bombay Highway, Gangavaram (V), Kovur(M), SPSR Nellore (Dt), Andhra Pradesh, India- 524137
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VISION

To emerge as a leading Engineering institution imparting quality education

MISSION

- Effective teaching-learning strategies for quality Education
- Congenial academic ambience for progressive learning
- Skill development through Industry-Institute initiatives
- Nurturing environmentally conscious and socially responsible technocrats

QUALITY POLICY

To self-prescribe exacting standards of Academic excellence, continuously strive towards accomplishing quality teaching learning opportunities and providing student associated services.

EVENTS CALENDAR 2021-2022

Name of the Event	Month
June 2021	
First National Conference on Emerging Trends in Civil Engineering 2K22	06, 07 –June 2022
Guest Lecture on Career Opportunities in VLSI for III B. Tech ECE Students by Mr.G. Amarendra, PE, Synopse, Banglore.	11-06-2022
Industrail Visit to NARL for III B.Tech ECE Students	14-06-2022
A 5 Day STTP "Fundamentals of CFD for Mechanical Engineers"	24th to 28th June
Association Activities Poster/Paper Presentations Technical Quiz	June
July 2021	
To Organize FDP for Faculty	04 to 09-july - 2022
3rd National Conference on " Recent Trends in Mechanical Engineering	5th July 2021
National conference	6-2022 & 9-6-2022
August 2021	
One week FDP on "Emerging Trends in Data science"	10-02-2022 to 16 2-2022
October 2021	
Autonomous inspection	October
Class work commence from III & IV B.TECH I SEM	October
BoS Meetings (All Departments)	28 to 31st Octobe
News Letter Release (ECE)	30-10-2021
November 2021	
One week Training on Drone Technology	2-11-2021 to 7-11-2021
Skill Development Program for III CE Students (Building Drafting using Autocad)	10 -November-2021
Workshop for IV CE Students (Staad Pro)	15- 11 -2021
Spoken Tutorials on C,Arduino,Python,Scilab	22-11-2021 to 27-11-2021
Freshers day	19 -11-21
Skill Development Program for II CE Students (Autocad)	25-11-2021
VOICE Activities	26 -11-21
Orientation Programme (All Departments)	November
Three Day Workshop & Certification Course III EEE	November
Workshop for III Year Students	November
Certificate Course for IV Year Students	November
Certificate Course for III Year Students	November
Parent Teacher Interaction	November
December 2021	
FDP on updated Software in Civil Engineering	07- December 2021
To organize webinar for II CE Students	17,18December2021
Guest Lecture on Career Opportunities in Core electronics for III& IV B.Tech ECE Students by Mr.P.Harsha DE,AMD, Banglore	18-12-2021
National mathematics day	22-12-2021
Career guidance program on Heating, Ventilation and Air-Conditioning	27th December

Industrail Visit to SHAR by III B.Tech ECE Students	28-12-2021
Quiz contest for Mechanical students through ISTE	December
IDEATHON contest for students through IE(I)	December
Certificate Course for II Year CSE Students	December
Workshop for IV Year CSE Students	December
Certificate Course for II Year Students II,III,IV B.Tech EEE Students	December
Workshop for III& IV B.Tech EEE Students	December
January 2022	
One week Training on Android App Development to II B.Tech ECE Students by Trainers from APSSDC	5-01-2022 to 09-1-2022
Industrail Visit to NARL by IV B.Tech ECE Students	11-01-2021
Guest Lecture on Awareness on GATE to III,IV B.Tech ECE Students by ACE Academy, Hyd	15-1-2022
One week Training on Android App Development to III B.Tech ECE Students by Trainers from APSSDC	18-01-2022 to 23-1-2022
One week Training on Cyber Security to IV B.Tech ECE Students by Trainers from APSSDC	24-01-2022 to 30-1-2022
APSSDC Workshop on SOLID EDGE Fundamentals.	January
Workshop on "Machine Tools and their maintenance" for Technicians	January
Workshop for II Year CSE Students	January
Industrial Visit for IV Year CSE Students	January
One Week workshop on CNC programming for students (Through MOU with Venus Training Center)	January
February 2022	
National science day	28-2-2022
A Five day online FDP on " Solar Thermal Energy Conversion-Prospective Energy Technologies"	February
Webinar on "Futuristic Bearings"	February
Expert lecture on "Materials for Energy Storage" for students	February
March 2021	
One week Training on IoT to II B.Tech ECE Students by Trainers from APSSDC	1-3-2022 to 5-3-22
One week Training on AWS to III B.Tech ECE Students by Trainers from APSSDC	7-3-22 to 13-3-22
To Organize two days Guest Lecture for II CE Students on RS & GIS	11&12-March-2022
One week Training on AI & ML to IV B.Tech ECE Students by Trainers from APSSDC	14-3-2022 to 23-3-2022
Department Technical Symposium	21&22 March 2022
Awareness on Startups and Entreprenuership to III,IV B. Tech ECE Students by Mr .V. Prudhvi, MD, Stellar Automation, HYD.	26-3-2022
Industrial Visit for II Mechanical Students	March
Industrial Visit for III Mechanical Students	March
Workshop for III Year CSE Students	March
Technical Symposium	March
Workshop for III Year EEE Students	March
Students workshop on "Quad Copter"	March
April 2021	
Guest Lecture on Storage Area Networks to IV B.Tech ECE Students by Mr.J.Vinay,GE, ,Banglore	9-4-2022
One week Training on Python to II B.Tech ECE Students by Trainers from	11-04-2022to

APSSDC	16-04-2022
To organize Workshop for III CE Students(Architectural Modelling Using Revit)	22&23-April-2022
Guest Lecture on "Product Life Cycle management"" -A Disruptive Technology of the Future	April
Industrial Visit for IV Mechanical Students	April
A Three day online FDP on " Submission of quality IPR proposals "	April
Student Technical Symposium	April
Workshop for IV Year CSE Students	April
Industrial Visit for III Year CSE Students	April
Guest Lecture for II CSE Year Students	April
Industrial Visit for II Year B.Tech EEE Students	April
Guest Lecture for III Year B.Tech EEE Students	April
May 2022	
To Organize Skill Development Program for II CE Students	12,15-May-2022
Srujana 2K22	25-05-2022
Webinar on "How to prepare, why to prepare and how to crack the Competitive exams"	May
Technical Seminar on "Automation & Industrial Robotics"	May
Workshop for II Year CSE Students	May
Industrial Visit for II Year CSE Students	May
Workshop for II Year EEE Students	May
Industrial Visit for II Year B.Tech EEE Students	May

ACADEMIC CALENDAR 2021-2022

Exams/Circulars Schedules	Duration
November 2021	
Finalize Nominal Rolls of I B.Tech I Semester	10-11-2021
Commencement of I B.Tech I Semester class work	15-11-2021
January 2022	
Send Circular to receive papers and duties for I B.Tech I Mid	08-01-2022
Last Date to receive papers for Mid I Examinations	12-01-2022
I Mid Exams for I B.Tech I Semester students	17to 21-01-2022
Send Circular for finalizing Mid I Marks of I B.Tech I Semester Students	17-01-2022
Finalize Mid I Marks of I B.Tech I Semester	25-01-2022
February 2022	
Sending offer letters to Question Paper setters	02-02-2022
Last date for getting acceptance letters from Paper setters	06-02-2022
Last date for getting Question papers from paper setters	20-02-2022
March 2022	
Release Notification for I B.Tech I Semester External Examinations	04-03-2022
Send Circular ,Time table for receiving papers and duties for I B.Tech I Semester II Mid examinations	12-03-2022
Send Circular for finalizing the dates and Examiners for I B.Tech I Semester Practical Examinations	20-03-2022
II Mid Exams for I B.Tech I Semester students	21-03-2022 to 25-03-2022
Last date for receiving applications of I B.Tech I Semester Notification	22-03-2022
Release Time Table for I B.Tech I Semester External Examinations	24-03-2022
Finalize I B.Tech I Semester Practical Examinations Time Tables and orders	24-03-2022
Send Circular for finalizing Internal Marks of I B.Tech I Semester Students mention last date as 31-01-2022	25-03-2022
Practical Examinations for I B.Tech I Semester Students	26-03-2022 to 01-04-2022
Preparing List of Registered students	28-03-2022
Release of Hall Tickets	30-03-2022
Last date for Finalizing Internal Marks of I B.Tech I Semester Students	30-03-2022

NSS CALENDAR 2021-2022

	August, 2021
International Youth day	12th August
Independe`1nce Day	15thAugust
Anti Ragging Awareness session	
Work shop on Handi Crafts	
Mass tree plantation Programme	
	September, 2021
Teacher's Day	5th September
International Literacy Day-Week	8th to 14th September
Engineers day	15th September
Blood donation camp – NSS	16th September
N.S.S Foundation Day	24th September
	October, 2021
Gandhi Jayanthi	2nd October
World Eye Sight Day	12th October
Abdul Kalam Birth Day/Global hand Washing day	15th October
Traffic Week	24th to 30th October
Saving day /National Integration day/National Unity Day	31st October
	November, 2021
Children's day	14th November
Mother's day/World Toilet day	19th November
QuamiEkta Week	19th to 25th November
Weaker Section Day	22nd November
	December, 2021
World AIDS Day	1stDecember
International Volunteer's Day	5th December
Human Rights Day	10th December
Youth Festival	
	January, 2022
National youth day	12thJanuary
National youth week	12th to 19th January
National Voters Day	25th January
Republic day	26th January
	February, 2022
Special camp (1 week) activities tree plantation, blood donation, medical camp literacy activities etc	
	March, 2022
Water Awareness Week	1st to 7th March
Women's day	8th March
World forest day	21st March
	April, 2022
World health day	7th April
Fire prevention day	14th April
Earth Day	22nd April
	May, 2022
May day/Labour day	1st May
Nutrition week	1st to 7th May
World Tobacco Day	31st May
	June, 2022
World Environment day	5th June
International Yoga Day	21st June

Except these various rallies, Personality development programmes, skill development programmes depends on situation.

ADMINISTRATIVE CALENDAR 2021-2022

Name of the Event	Month
HODs meeting with Principal	Twice in a month
Anti Ragging meetings	3rd week of every month from July through April
Grievance Committee meetings	2 times in a year after completion of semester class work
Web development meetings	Every month
Literary Committee meetings	Every month
Meeting of students of every Class by Principal	Odd months for ECE & CSE branches, Even months for EEE, MECH & CIVIL branches
Academic Council meetings	During September and February every year
Staff meetings with Principal	Every month
Finance Committee meetings	During March every year
College Academic Committee meetings	Last week of the year / semester
Fine Arts Association & Cultural committee meetings	Every month
Student association meetings	Every month
Games and Sports association meetings	Every month
Test schedules	Every month
Stock verification	Before proceeding for summer vacation
Faculty summer vacation	During May/June every year
Non teaching staff summer vacation	In June every year
R & D Committee meeting	2nd week of every month.
Time table Committee meeting	2 weeks before the commencement of class work
Self appraisal forms for faculty members	Before 2nd week of July every year
Student feedback sessions	During 3rd and 10th week in a semester
Quality assurance cell meeting	2nd week of every semester
Accreditation Committee meeting NBA NAAC/IQAC	1st week of every month 2nd and 4th Monday of every month 2nd and 4th Tuesday of every month
Submission of Log registers	3rd week and 10th week in a semester and final submission within one week of completion of mid examinations
Geethanjali Publications Committee meeting	Every month
Designation of Class/Lab incharges, Mentors	Before commencement of class work
Other Govt. online examinations (IBPS, LIC, GATE, RBI, RRB, UI, etc.,)	On specified Saturdays & Sundays
CSI / IETE / ISTE / IEEE / Prod. Hub Activities	Minimum one activity every semester
FACT Finding Committee visits	As per Govt. instructions
AICTE Inspection team Visits	As per Govt. instructions
AFRC Inspection team visits	As per Govt. instructions
Task Force visit and Inspection	As per Govt. instructions

DEPARTMENT LEVEL ADMINISTRATIVE CALENDAR 2021-2022

Description	No. of times to be conducted in a semester	Members to be present for the meetings	Probable period of conduct	Deadlines for submission of minutes / reports to the Principal
Department faculty meeting	8	All Department faculty members	ECE – 1st & 3rd Monday CSE – 1st & 3rd Tuesday EEE – 1st & 3rd Wednesday MECH - 1st & 3rd Thursday CIVIL - 1st & 3rd Friday POLYTECHNIC - 1st & 3rd Saturday R&D – 2nd & 4th Monday NR Wardens - 2nd & 4th Thursday S&H - 2nd & 4th Friday	Within 2 days
Class Committee meeting	3	All the faculty members handling theory and practical subjects for the concerned class	Before 15th of every month	Before 19th of every month
Mentor - student meeting	6	Mentors and students assigned to them	1st and 3rd week of every month	Before 25th of every month
Anti ragging subcommittee meeting	2	HOD designated staff (teaching and non-teaching) members (4 to 9 members)	1st and 9th week of the semester	Before 20th July / 10th Sept. / 30th Dec. / 5th March of every year
Disciplinary committee meeting	2	HOD designated staff (teaching and non-teaching) members (4 to 9 members)	4th and 10th week of the semester	Before 20th Aug. / 10th Oct... / 30th Jan. / 5th April of every year
Grievance subcommittee meeting	1	HOD designated senior faculty members (2 to	Last week of the semester	Last working day of the semester

		3 members)		
Results analysis meeting	1	All the faculty members who have handled theory and practical subjects for the concerned class in the previous year/semester	Within three days of announcement of results	Within one week of announcement of results
Department Association meeting	2	All Department faculty members	2nd and 9th week of the semester	3rd and 9th week of the semester