

ACADEMIC CALENDAR

2023-2024



GEETHANJALI

INSTITUTE OF SCIENCE & TECHNOLOGY

(Autonomous)

(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

e-mail: geethanjali@gist.edu.in, Website: gist.edu.in College Code: 2U



GEETHANJALI INSTITUTE OF SCIENCE & TECHNOLOGY (AUTONOMOUS)

Accredited by NAAC with "A" Grade, Accredited by NBA (B.Tech.,- ECE, EEE & Mech : 2021-2024)
An ISO 9001 : 2015 Certified Institution

(Approved by AICTE, New Delhi & Permanently Affiliated to JNTUA, Anantapur)

3rd Mile, Nellore - Bombay Highway, Gangavaram (V), Kovur (M), S.P.S.R. Nellore Dt, Andhra Pradesh - India. 524 137.

JNTUA College Code : 2U

Mob: 9912566220, 9912445846

website : gist.edu.in / e-mail : geethanjali@gist.edu.in



INSTITUTIONAL VISION

To emerge as a center of technical excellence, transforming the engineering aspirants into dynamic and socially responsible technocrats.

INSTITUTIONAL MISSION

- M1. Implementing effective strategies for imparting quality education in a conducive academic ambience to upgrade the intellectual and professional dimensions of the learner's personality.
- M2. Facilitating skill development and research to fulfil societal needs.
- M3. Inculcating moral principles, environmental consciousness and social responsibility among students.
- M4. Grooming the students to handle the career challenges successfully.

QUALITY POLICY

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



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EVENTS CALENDAR 2023-2024

GEETHANJALI INSTITUTE OF SCIENCE AND TECHNOLOGY									
CALENDAR OF EVENTS FOR ODD SEM 2023-24									
Month	Mon	Tue	Wed	Thu	Fri	Sat	Sun	List of Holidays	Events
June				1	2	3	4		<ul style="list-style-type: none"> Five-Day Workshop to faculty
	5	6	7	8	9	10	11		<ul style="list-style-type: none"> Five-Day FDP by CSE Department
	12	13	14	15	16	17	18		
	19	20	21	22	23	24	25		A Five Day FDP by ECE Department
	26	27	28	29	30			29- Bakrid	
July						1	2		1- Srujana 2K23 a National Level Symposium
	3	4	5	6	7	8	9		
	10	11	12	13	14	15	16		
	17	18	19	20	21	22	23		<ul style="list-style-type: none"> Industrial visit to CE Students One Day – Workshop to CE Students Industrial visit to ME Students
	24	25	26	27	28	29	30	29- Muharram	
	31								
August		1	2	3	4	5	6		<ul style="list-style-type: none"> ECE,CSE-FDP
	7	8	9	10	11	12	13		
	14	15	16	17	18	19	20	15- Independence Day	
	21	22	23	24	25	26	27		
	28	29	30	31					<ul style="list-style-type: none"> Induction program to I Year
September					1	2	3		<ul style="list-style-type: none"> Induction program to I Year Orientation Day to I year
	4	5	6	7	8	9	10	7-Janmasthami	<ul style="list-style-type: none"> Teachers day Six day workshop to CSE Students
	11	12	13	14	15	16	17		<ul style="list-style-type: none"> Engineers day
	18	19	20	21	22	23	24	19- Vinayaka Chavithi	
	25	26	27	28	29	30		28- Eid e Milad	<ul style="list-style-type: none"> Lecture by Alumni to ME Students Industrial Visit to Civil Engg. Students Industrial Visit to CSE. Students

GEETHANJALI INSTITUTE OF SCIENCE AND TECHNOLOGY

CALENDAR OF EVENTS FOR ODD SEM 2023-24

Month	Mon	Tue	Wed	Thu	Fri	Sat	Sun	List of Holidays	Events
October							1		
	2	3	4	5	6	7	8	2- Gandhi Jayanthi	<ul style="list-style-type: none"> One Week Workshop to ECE Students 6days workshop to ME students Industrial Visit to EEE students orientation session on library facilities to I Year
	9	10	11	12	13	14	15		<ul style="list-style-type: none"> 13,14- I MID Examinations awareness programme on “Professional Ethics” to First year students
	16	17	18	19	20	21	22		<ul style="list-style-type: none"> 16,17- I MID Examinations
	23	24	25	26	27	28	29	23,24- Dasara	
	30	31							
November			1	2	3	4	5		<ul style="list-style-type: none"> Six day workshop to EEE Students
	6	7	8	9	10	11	12		<ul style="list-style-type: none"> 9- National Entrepreneurship Day 10,11-First Internal Lab Examination
	13	14	15	16	17	18	19		<ul style="list-style-type: none"> Industrial Visit by ECE Students Seminar to ME students
	20	21	22	23	24	25	26		<ul style="list-style-type: none"> Six day workshop to EEE Students
	27	28	29	30					<ul style="list-style-type: none"> 29,30- Second Internal Lab Examinations
December					1	2	3		<ul style="list-style-type: none"> Hobby Club activities
	4	5	6	7	8	9	10		<ul style="list-style-type: none"> One Day Motivation Workshop on Entrepreneur Training
	11	12	13	14	15	16	17		<ul style="list-style-type: none"> 5-Day Workshop by ECE Department
	18	19	20	21	22	23	24		<ul style="list-style-type: none"> 18-21-II MID EXAMINATION 22- National Mathematics Day
	25	26	27	28	29	30	31	25- Christamas	<ul style="list-style-type: none"> Practical End Examinations

GEETHANJALI INSTITUTE OF SCIENCE AND TECHNOLOGY									
CALENDAR OF EVENTS FOR EVEN SEM 2023-24									
Month	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Holidays	Activities
January	1	2	3	4	5	6	7		<ul style="list-style-type: none"> External End Examinations Seminar organized by IQAC
	8	9	10	11	12	13	14		<ul style="list-style-type: none"> External End Examinations Alumni meet 11- Sankrathi Sambaralu 12- National Youth Day
	15	16	17	18	19	20	21	15- Pongal 16- Kanuka	<ul style="list-style-type: none"> 5days FDP by ME Department
	22	23	24	25	26	27	28	26- Republic Day	<ul style="list-style-type: none"> six-day workshop to CSE(AIML)
	29	30	31						
February				1	2	3	4		
	5	6	7	8	9	10	11		<ul style="list-style-type: none"> Freshers' Day
	12	13	14	15	16	17	18		
	19	20	21	22	23	24	25		<ul style="list-style-type: none"> Industrial Visit to ME Students
	26	27	28	29					<ul style="list-style-type: none"> 27-29- I MID Examination
March					1	2	3		<ul style="list-style-type: none"> 1- I MID Examination
	4	5	6	7	8	9	10	8- Mahasivarat hri	<ul style="list-style-type: none"> ICC awareness building
	11	12	13	14	15	16	17		<ul style="list-style-type: none"> World Consumer Rights
	18	19	20	21	22	23	24		<ul style="list-style-type: none"> 18,19- First Internal Lab Examination
	25	26	27	28	29	30	31	25- Holi 29- Good Friday	<ul style="list-style-type: none"> Online Lecturer series to CSE,ECE students Tech fest by ME,CE,CSE,ECE,EEE,AIML, CS&DS
April	1	2	3	4	5	6	7		<ul style="list-style-type: none"> Online Lecturer series to ECE,ME,CE students
	8	9	10	11	12	13	14	9-Ugadhi 10-Idul Fitr	<ul style="list-style-type: none"> Workshop to CE students Motivational Session to faculty
	15	16	17	18	19	20	21		<ul style="list-style-type: none"> 15,16- Second Internal Lab Examinations
	22	23	24	25	26	27	28		<ul style="list-style-type: none"> 22-24-II MID Examination 25-27 Practical End Examinations
	29	30							<ul style="list-style-type: none"> Practical End Examinations Workshop to ME students National Conference by EEE dept.

GEETHANJALI INSTITUTE OF SCIENCE AND TECHNOLOGY

CALENDAR OF EVENTS FOR EVEN SEM 2023-24

Month	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Holidays	Activities
May			1	2	3	4	5		<ul style="list-style-type: none"> External Theory Examinations
	6	7	8	9	10	11	12		<ul style="list-style-type: none"> External Theory Examinations
	13	14	15	16	17	18	19		
	20	21	22	23	24	25	26		
	27	28	29	30	31				
June						1	2		
	3	4	5	6	7	8	9		
	10	11	12	13	14	15	16		
	17	18	19	20	21	22	23	17- Bakrid	
	24	25	26	27	28	29	30		
July	1	2	3	4	5	6	7		<ul style="list-style-type: none"> World Environment Day
	8	9	10	11	12	13	14		
	15	16	17	18	19	20	21	17- Moharrum	<ul style="list-style-type: none"> International Day of Yoga
	22	23	24	25	26	27	28		
	29	30	31						



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NSS CALENDAR 2023-2024

Year Planner

S.No	Name of the Event	Month
July, 2023		
1.	Vanamahotsav Week	1 st to 7 th July
2.	World Population Day	11 th July
3.	International Literacy Week	8 th to 14 th July
August, 2023		
4.	International Youth day	12 th August
5.	Independence Day	15 th August
6.	Anti Ragging Awareness session	21 st August
7.	Mass tree plantation Programme	25 th August
September, 2023		
8.	Teacher's Day	5 th September
9.	International Literacy Day-Week	8 th to 14 th September
10.	Engineers day	15 th September
11.	Blood donation camp – NSS	16 th September
12.	N.S.S Foundation Day	24 th September
October, 2023		
13.	Gandhi Jayanthi	2 nd October
14.	World Eye Sight Day	12 th October
15.	Abdul Kalam Birth Day/Global hand Washing day	15 th October
16.	Traffic Week	24 th to 30 th October
17.	Saving day /National Integration day/National Unity Day	31 st October
November, 2023		
18.	Children's day	14 th November
19.	Mother's day/World Toilet day	19 th November
20.	Quami Ekta Week	19 th to 25 th November
21.	Weaker Section Day	22 nd November
December, 2023		
22.	World AIDS Day	1 st December
23.	International Volunteer's Day	5 th December
24.	Human Rights Day	10 th December
25.	Youth Festival	
26.	National youth day	12 th January
27.	National youth week	12 th to 19 th January
28.	National Voters Day	25 th January
29.	Republic day	26 th January
February, 2023		
30.	Special Camp - Activity-plantation.	20 th – 26 th February
31.	Special Camp –Activity - blood donation.	20 th – 26 th February
32.	Special Camp –Activity - Medical camp	20 th – 26 th February

33.	Special Camp –Activity -literacy activities	20 th – 26 th February
34.	Special Camp – Activity -	20 th – 26 th February
35.	Special Camp – Activity -	20 th – 26 th February
March, 2023		
36.	Water Awareness Week	1 st to 7 th March
37.	Women's day	8 th March
38.	World consumer rights day	15 th March
39.	World forest day	21 st March
April, 2023		
40.	World health day	7 th April
41.	Fire prevention day	14 th April
42.	Earth Day	22 nd April
May, 2023		
43.	May day/Labour day	1 st May
44.	Nutrition week	1 st to 7 th May
45.	World Tobacco Day	31 st May
June, 2023		
46.	World Environment day	5 th June
47.	International Yoga Day	21 st June

Note: - Dynamic Activities would be done according to the Community demands and needs

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

ADMINISTRATIVE CALENDAR 2023-2024

Name of the Event	Month
HODs meeting with Principal	Twice in a month
Anti Ragging meetings	3 rd 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,AIML,CS&DS 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	2 nd week of every month.
Time table Committee meeting	2 weeks before the commencement of class work
Self appraisal forms for faculty members	Before 2 nd week of July every year
Student feedback sessions	During 3 rd and 10 th week in a semester
Quality assurance cell meeting	2 nd week of every semester
Accreditation Committee meeting	1 st week of every month
NBA	2 nd and 4 th Monday of every month
NAAC/IQAC	2 nd and 4 th Tuesday of every month
Submission of Log registers	3 rd week and 10 th 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 2023-2024

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 – 1 st & 3 rd Monday CSE – 1 st & 3 rd Tuesday EEE – 1 st & 3 rd Wednesday MECH - 1 st & 3 rd Thursday CIVIL - 1 st & 3 rd Friday Saturday R&D – 2 nd & 4 th Monday NR Wardens - 2 nd & 4 th Thursday S&H - 2 nd & 4 th Friday	Within 2 days
Class Committee meeting	3	All the faculty members handling theory and practical subjects for the concerned class	Before 15 th of every month	Before 19 th of every month
Mentor - student meeting	6	Mentors and students assigned to them	1 st and 3 rd week of every month	Before 25 th of every month
Anti ragging subcommittee meeting	2	HOD designated staff (teaching and non-teaching) members (4 to 9 members)	1 st and 9 th week of the semester	Before 20 th July / 10 th Sept. / 30 th Dec. / 5 th March of every year
Disciplinary committee meeting	2	HOD designated staff (teaching and non-teaching) members (4 to 9 members)	4 th and 10 th week of the semester	Before 20 th Aug. / 10 th Oct... / 30 th Jan. / 5 th April of every year
Grievance subcommittee meeting	1	HOD designated senior faculty	Last week of the semester	Last working day of the semester

		members (2 to 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	2 nd and 9 th week of the semester	3 rd and 9 th week of the semester