

DEPARTMENT OF ARCHITECTURE, TKM COLLEGE OF ENGINEERING, KOLLAM

ACADEMIC CALENDAR (Odd Semester) – JUNE 2016 TO NOVEMBER 2016

SL. No.	Event	S3	S7 (training)	S9	Responsibility	Monitoring Authority
1	Registration	16 June		1 June	Office	Principal
2	Commencement of classes	20 June	8 June	2 June	Dean UG	Principal
3	Schedule of internal assessment	27 June		10 June	Faculty adviser	Dept.Ac. Coordinator
4	Submission of course plan and tutorial sheets	27 June		10 June	DQAC	IQAC
5	First Class Committee meeting	28 June		13 June	Faculty adviser	Dept.Ac. Coordinator
6	Online Faculty Evaluation 1	20 July		20 July	HoD	Dean UG
7	Review of Evaluation	22 July		22 July	UG Dean, PG Dean, HoD, IQAC Coordinator	Principal
8	Submission of first series QP	25 July		25 July	DQAC	IQAC
9	HODs to provide QP to Examination office after scrutiny by the quality assurance cell of the dept.	29 July		29 July	DQAC	IQAC
10	College Union Election	5 Aug		5 Aug	Dean Student Affairs	Principal
11	Union Inauguration	11 Aug		11 August	Dean Student Affairs, Union Adviser	Principal
	Independence day	15 Aug				
12	First Series Test	16-19 Aug		16-19 Aug	Addl Chief Supdt	Principal
	Sreekrishna Jayanthi	24 Aug				
13	Publishing of first series test marks/ performance along with attendance report in Eazy Campus	On or before Aug 29		29 Aug	HoD/Sr adviser	Dean UG
14	Second Class Committee Meeting	1 sept		1 Sept	Sr adviser	HoD
15	Intercollegiate Arts Fest	1-3 Sept		1-3 Sept	Dean Student Affairs, Union Adviser	Principal
16.	Meeting with parents of students who failed in one or more subjects	3 Sept		3 Sept	HoD/Sr adviser	Principal
17	Faculty to provide second series test question paper	7 Sept		7 Sept	DQAC	IQAC

18	HoDs to provide QP to Examination office after scrutiny by the quality assurance of the dept	9 Sept		9 Sept	DQAC	IQAC
	Onam Vacation	10-18 Sept				
	Sree Narayana Guru Samadhi	21 Sept				
19	Faculty Evaluation 2	22 Sept		22 Sept	HoD	Dean (UG)
20	Review of Evaluation	23 Sept		23 Sept	Dean(UG), Dean(PG), HoD, IQAC coordinator	Principal
21	Second series test	26 –30 Sept		26 –30 Sept	Addl. Chief Supt.	Principal
22	Onam Celebration	30 Sept		30 Sept	Dean Student Affairs, Union Adviser	Principal
23	Publishing of second series test marks/ performance along with attendance report in Eazy Campus	On or before Oct 4		On or before Oct 3	HoD/Sr adviser	Dean UG
	Pooja and Muharram	10-12 Oct				
24	Course Exit Survey	13 Oct		3 Oct	Program Coordinator	HoD
25	Last working day	14 Oct		3 Oct	UG Dean	Principal
26	No. of working days	75 days		75 days		
27	Jury examination	18- 21 Oct	26-27 Nov	4-9 Oct	University	
28	Course team meeting for finalization of internals	28 Oct		14 Oct	Sr adviser/ Chairman	HoD
29	Publication of sessional marks	28 Oct		14 Oct	HOD/ Sr Advisor	Dean UG
30	Appeal on sessional marks/ attendance report	31 Oct		19 Oct	HOD	Convener, appeal committee
31	DMC meeting for final approval of sessionals	31 Oct		20 Oct	HOD	Dean UG
32	Submission of sessional marks to HODs / uploading in the university website	4 Nov		21 Oct	HOD	Principal

