



# **ADMINISTRATIVE CALENDAR**

**EVEN SEMESTER 2018**

# **THE OXFORD COLLEGE OF SCIENCE**

**PRINCIPAL**

**DEAN ADMINISTRATION**

<h1>January</h1>	Sun	Mon	Tue	Wed	Thu	Fri	Sat
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
		<b>AICTE –2018-19 APPROVAL PROCESS STARTS</b>					
	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
		<b>SANKRANTHI</b>					
	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
		<b>I &amp; III YR STUDENTS DATA ENROLLMENT REOPENING FOR EVEN SEMESTER-UG</b>		<b>AICTE –2018-19 APPLICATION SUBMISSION</b>		<b>REPUBLIC DAY</b>	<b>BUDGET MEETING</b>
	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>			
	<b>FACULTY WS ON CMS, COPO &amp; BIOMETRIC FOR STUDENTS</b>	<b>INDIA TODAY RANKING QUESTIONNAIRE</b>					
<h1>2018</h1>	<p><b>*ADMINISTRATION:</b> AICTE Approval Process, Student Data Enrollment, Faculty WS, Budget Meeting</p> <p><b>*ACADEMIC:</b> Reopening of even sem UG</p> <p><b>*PHYSICAL EDUCATION:</b> Republic Day</p> <p><b>*IQAC:</b> India Today Ranking Questionnaire</p>						

# February

2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
				GOVERNING COUNCIL MEETING	AISHE DATA UPLOADING	
4	5	6	7	8	9	10
	REOPENING OF IV SEM-PG					R & D MEETING
11	12	13	14	15	16	17
	IQAC MEETING	SHIVARATHRI	CMS - WS		LIC AWARENESS	INDOOR SPORTS MEET
18	19	20	21	22	23	24
				REOPENING OF II SEM-PG		FDP
25	26	27	28			
	PRE-PLACEMENT ACTIVITY-UG		LAUNCH OF 1 <sup>ST</sup> ISSUE OF TOJSR ON NATIONAL SCIENCE DAY			

- \*ADMINISTRATION: Governing Council, CMS-WS
- \*ACADEMIC: Reopening of PG, FDP
- \*IQAC: AISHE Data Uploading, IQAC Meeting, LIC Awareness
- \*PHYSICAL EDUCATION: Indoor Sports Meet
- \*R&D: Launch Of TOJSR On National Science Day, R&D Meeting
- \*HR & PLACEMENT: Pre-Placement Activity-UG

# March

2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
			ONLINE SELF APPRAISAL	WOMAN'S DAY		
11	12	13	14	15	16	17
	ATTENDANCE REPORT GENERATION UG			I INTERNALS-UG		ADD ON PROGRAM ORIENTATION
18	19	20	21	22	23	24
			AWARENESS ON QUALITY RESEARCH	GENDER AUDIT	UPLOADING OF MARKS – IA-1(UG)	PTM
25	26	27	28	29	30	31
	PRE-PLACEMENT ACTIVITY-PG			MAHAVIR JAYANTHI	GOOD FRIDAY	

\*IQAC: Online Self Appraisal, Gender Audit

\*ADMINISTRATION: Woman's Day, Attendance Report Generation UG, Uploading of IA-1 marks(UG)

\*ACADEMIC: Add-on Program, PTM

\*R&D: Awareness on Quality Research

\*HR & PLACEMENT: Pre-Placement Activity-PG

\*EXAMINATION: I Internals-UG, Uploading of Marks – IA-1(UG)

# April

# 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
		STRESS MANAGEMENT UG			WORKSHOP ON RESEARCH TOOLS	
8	9	10	11	12	13	14
		CMS - WS		ATTENDANCE REPORT GENERATION PG	ADMISSION COMMITTEE MEETING	AMBEDKAR JAYANTHI
15	16	17	18	19	20	21
	I INTERNALS-PG			BASAVA JAYANTHI		
22	23	24	25	26	27	28
	BCA STUDENTS FEEDBACK	B. Sc FEEDBACK PHYSICAL SCIENCE	B. Sc FEEDBACK LIFE SCIENCE		ATTENDANCE REPORT GENERATION UG	UPLOADING OF MARKS-IA-1(PG)
29	30					
	NO DUE GENERATION UG					

\*STUDENT WELFARE: Stress Management UG

\*ADMINISTRATION: CMS-WS, Attendance Report Generation(PG&UG), No Due Generation UG, Admission Committee Meeting

\*IQAC: BCA & B. Sc Feedback

\*EXAMINATION: I Internals-PG, Uploading Of Marks -IA-1(PG)

\*LIBRARY: Workshop on Research Tools



<b>June</b>	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1	2
	3	4	5	6	7	8	9
			ADMISSION PROCESS PLAN	SUBMISSION OF IA-PG (CONSOLIDATED) TO OFFICE			
	10	11	12	13	14	15	16
						ADMISSION PROCESS REVIEW-1	
	17	18	19	20	21	22	23
					DEAN ADMINISTRATION REVIEW MEETING		
	24	25	26	27	28	29	30
					ADMISSION PROCESS REVIEW-2		
<b>2018</b>	*ADMINISTRATION: Admission Process Plan, Submission Of IA-UG (Consolidated) To Office, Admission Process Review 1 & 2, Dean Administration Review Meeting						