



"Work is Worship"
Deshbhakt Babasaheb Bhausaheb Khanjire Shikshan Sanstha's
NIGHT COLLEGE OF ARTS AND COMMERCE, ICHALKARANJI.
Re-accredited by NAAC "B++" Grade
Affiliated to Shivaji University, Kolhapur



18/324, the Ichalkaranji Industrial Estate, Ichalkaranji- 416115.Tal-Hatkanangle Dist. Kolhapur (M.S.) INDIA

ACADEMIC CALENDAR (2022-23)

| Sr. No. | Particular | Commencement Date | Expiration Date |
|---------|-----------------|--------------------|-----------------|
| 1 | First Term | 01/08/2022 | 15/12/2022 |
| 2 | Diwali vacation | 16/12/2022 | 01/01/2023 |
| 3 | Second Term | 02/01/2023 | 17/06/2023 |
| 4 | Summer Vacation | 18/06/2023 onwards | |

| Month | Week | Duration | Proposed Activities / Events |
|--------------------|-------------|----------------|--|
| August 2022 | First Week | 1 – 6/8/2022 | <ul style="list-style-type: none"> ❖ Staff Meeting, ❖ Admission Committee Meeting, ❖ IQAC Meeting, ❖ Sarojanitai Khanjire and Annabhau Sathe Birth Anniversary, ❖ Lokmanya Tilak Death Anniversary 1st August, Admission Process |
| | Second Week | 8 – 13/8/2022 | <ul style="list-style-type: none"> ❖ Admission process, ❖ Academic Departments & Gymkhana Committees- Meeting ❖ Kranti Din-9th August ❖ Har Ghar Tiranga- Flag Distribution Drive ❖ N.S.S. Activity- Shramdan |
| | Third Week | 15- 20/8/2022 | <ul style="list-style-type: none"> ❖ Admission process ❖ Independence Day- 15th August |
| | Fourth Week | 22 - 27/8/2022 | <ul style="list-style-type: none"> ❖ Admission Process ❖ ASAR Verification ❖ Rotaract Installation Ceremony ❖ Registration of Students for N.S.S. |
| | Fifth Week | 29 - 31/8/2022 | <ul style="list-style-type: none"> ❖ Admission process ❖ National Sport Day-29th August ❖ One month Special Fitness Camp for |

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| | | | Team Selection ❖ Eco-friendly Ganesh Statue Making Workshop-Rotaract |
| September 2022 | First Week | 1 – 3/9/2022 | ❖ Admission process ❖ Competitive Exam Committee Meeting |
| | Second Week | 5 - 10/9/2022 | ❖ Teacher's Day- 5 th Sept. ❖ 10 days Coaching Camp for players |
| | Third Week | 12 - 17/9/2022 | ❖ Hindi Day- 14 th Sept. ❖ Ozone Day- 16 th Sept. ❖ Tree Plantation-(NSS, Green Club& Rotaract Club) |
| | Fourth Week | 19 - 24/9/2022 | ❖ National Poetry Recitation Competition- Dept. of Marathi ❖ Selection of Students for Cultural Activities & Youth Festival |
| | Fifth Week | 26 - 30/9/2022 | ❖ World Tourism Day- 27 Sept. Dept. of Geography |
| October 2022 | First Week | 1/10/2022 | ❖ Mahatma Gandhi Birth Anniversary- 2 Oct. ❖ Lalbahaddur Shastri Birth Anniversary. 2 Oct. |
| | Second Week | 3 – 8/10/2022 | ❖ Lead College Meeting |
| | Third Week | 10- 15/10/2022 | ❖ Exhibition of Sport Equipments & Books on Nutrition ❖ World Mental Health Day- 10 Oct. Quiz Competition ❖ A.P.J. Abdul Kalam Birth Anniversary- Wachan Prerana Din- 15 th Oct. |
| | Fourth Week | 17 - 22/10/2022 | ❖ Internal examination- Unit Test |
| | Fifth Week | 24 - 29/10/2022 | ❖ Internal examination- Unit Test |
| | Sixth Week | 31/10/2022 | ❖ Indira Gandhi Death Anniversary and Sardar Wallabhbhai Patel Birth Anniversary- 31 st Oct. |
| November 2022 | First Week | 1 -5 /11/2022 | ❖ N.S.S. Activity- Shramdan |
| | Second Week | 7 - 12/11/2022 | ❖ Wall Paper-Urdu Day- 9 th November ❖ Maulana Abdul Kalam Azad- Education Day-11 th November |
| | Third Week | 14 – 19/11/2022 | ❖ Internal Examination-Group Discussion |
| | Fourth Week | 21 - 26/11/2022 | ❖ Constitution Adaptation Day 26 th Nov. ❖ Internal Examination-Group Discussion |
| | Fifth Week | 28 - 30/11/2022 | ❖ SSR Data Collection ❖ Meeting-Parent-Teacher Association |

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| December 2022 | First Week | 1 - 3 /12/2022 | ❖ One Week Yoga Fitness camp |
| | Second Week | 5 – 10/12/2022 | ❖ IQAC Meeting, ❖ Study Tour- Dept. of Marathi ❖ Dr. Babasaheb Ambedkar Death Anniversary- 6 th Dec. |
| | Third Week | 12 – 17/12/2022 | ❖ IIQA Submission ❖ Guest Lecture-Competitive Exam Committee ❖ Academic Departments & Gymkhana Committees- Meeting ❖ Meeting- Student Grievance & Redressal Committee ❖ Term End Staff Meeting |
| | Diwali vacation: 16/12/2022 to 01/01/2023 | | |
| January 2023 | First Week | 2 – 7/1/2023 | ❖ Lead College Workshop-Sport & Physical Education Dept. |
| | Second Week | 9 – 14/1/2023 | ❖ Youth Day 12 th Jan. ❖ Geography Day- 14 th Jan. Dept. of Geography |
| | Third Week | 16 – 21/1/2023 | ❖ N.S.S. Camp |
| | Fourth Week | 23 – 28/1/2023 | ❖ Republic Day 26 th Jan. |
| | Fifth Week | 30 – 31/1/2023 | ❖ Mahatma Gandhi Death Anniversary 30 th Jan. ❖ University Examination |
| February 2023 | First Week | 1 – 4/2/2023 | ❖ Energy & Green Audit ❖ University Examination |
| | Second Week | 6 – 11/2/2023 | ❖ SSR Preparation |
| | Third Week | 13 – 18/2/2023 | ❖ Chh. Shahu Maharaja Birth Anniversary 19 th Feb. ❖ University Examination |
| | Fourth Week | 20 – 25/2/2023 | ❖ SSR Preparation ❖ University Examination |
| | Fifth Week | 27 – 28/2/2023 | ❖ Marathi Rajbhasha Din 27 th Feb. ❖ National Science Day 28 th Feb. ❖ University Examination |
| March 2023 | First Week | 1 – 4/3/2023 | ❖ Memorial Day (Smruti Ujala) of Late Deshbhakt Babasaheb Khanjire, Late Sarojanitai Khanjire & Late Prakash Khanjire-2 nd March ❖ Blood Donation Camp- 2 nd March ❖ University Examination |
| | Second Week | 6 – 11/3/2023 | ❖ Krantijyoti Sawitribai Phule Death Anniversary 10 th March ❖ International Women's Day-8 th March-Wall Paper |
| | Third Week | 13 – 18/3/2023 | ❖ Annual Sport Competition |
| | Fourth Week | 20 – 25/3/2023 | ❖ World Water Day- 22 nd March |
| | Fifth Week | 27 – 31/3/2023 | ❖ N.S.S. Activity- Shramdan |

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| April 2023 | First Week | 1/4/2023 | ❖ Guest Lecture-Competitive Exam Committee |
| | Second Week | 3 – 8/4/2023 | ❖ Internal Examination-Group Discussion |
| | Third Week | 10 – 15/4/2023 | ❖ Essay Competition- Dept. of English ❖ Dr. Babasaheb Ambedkar Birth Anniversary 14 th April -Book Exhibition ❖ Quiz -Competitive Exam Committee ❖ Multi-functional Competition- Women Cell |
| | Fourth Week | 17 – 22/4/2023 | ❖ All Departments Farewell Function |
| | Fifth Week | 24 – 29/4/2023 | ❖ Annual gathering & Prize Distribution Ceremony |
| May 2023 | First Week | 1 – 6/5/2023 | ❖ IQAC Meeting, ❖ Maharashtra Din and Kamgar Din 1 st May ❖ Chh. Shahu Maharaj Death Anniversary- 6 th May |
| | Second Week | 8 – 13/5/2023 | ❖ Study Tour- Dept. of Psychology |
| | Third Week | 15 – 20/5/2023 | ❖ Internal Examination- Unit Test |
| | Fourth Week | 22 – 27/5/2023 | ❖ Internal Examination- Unit Test |
| | Fifth Week | 29 – 31/5/2023 | ❖ Late Deshbhakt Babasaheb Khanjire Birth & Death Anniversary ❖ University Examination |
| June 2023 | First Week | 1-3/6/2023 | ❖ Data Collection for AQAR-22-23 ❖ Meeting- Student Grievance & Redressal Committee ❖ University Examination |
| | Second Week | 5 – 10/6/2023 | ❖ Data Collection and submission of Documents for AQAR-22-23 ❖ Submission of ASAR ❖ Academic Departments & Gymkhana Committees- Meeting ❖ University Examination |
| | Third Week | 12 - 17/6/2023 | ❖ Admission Committee Meeting ❖ Term End Staff Meeting |
| | | | ❖ International Yoga Day 21 st June |
| | Summer Vacation: 18/06/2023 onwards | | |



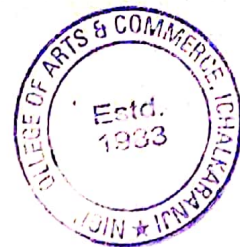
Head
(Academic Calendar Committee)



Principal,
Dr. Nare P. D.
Principal,
NIGHT College of Arts & Commerce
Khatkaranji

NIGHT COLLEGE OF ARTS & COMMERCE

18/324, INDUSTRIAL ESTATE, ICHALKARANJI



ADMINISTRATIVE EXECUTION CALENDAR Academic Year 2022 -2023

August 2022

- ▶ To submit caste wise / category wise statistical information of admitted student's to the university
- ▶ To seek NOC from university to recruit CHB staff
- ▶ Preparation for winter examination session
- ▶ To arrange parents meeting
- ▶ To complete General Register
- ▶ Budget provision for the year
- ▶ Celebration of Independence Day
- ▶ To arrange First Term meeting

September 2022

- ▶ To prepare for university examination
- ▶ To prepare for affiliation
- ▶ Fixation of Non – teaching staff posts based on the current students strength as on 1st Oct 2021
- ▶ To obtain NOC by Hon. JD, (Higher Education), to fill up the vacant posts
- ▶ To provide reservation details to special cell Shivaji Uni.Kolhapur
- ▶ Submission of Students Eligibility proposal to the university



October 2022

- ▶ Approval to teacher
- ▶ Scholarship (Notice, Mentorship Allotment)
- ▶ Submission of six monthly budgets programme to the government
- ▶ To compile the admission forms and TC
- ▶ Submission of statistical information to the government

November 2022

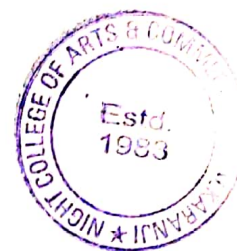
- ▶ To conduct Exam forms for the summer examination
- ▶ To prepare Annual Budget plan for the next year
- ▶ Preparation of the results of Oct./ Nov. Exam. of Sr. & Jr. College
- ▶ To fill up the forms of backlog students
- ▶ To issue Bus Concession Certificate

December 2022

- ▶ To fill up PG university examination forms
- ▶ To submit scholarship / EBC fees information
- ▶ To collection of the staff property illustration & salary declaration
- ▶ To fill up online information of AISHE & MIS
- ▶ To provide reservation details to Special Cell Shivaji Uni. Kolhapur

January 2023

- ▶ To prepare for Jr. College practical examination
- ▶ To organize annual gathering
- ▶ To prepare for Jr. College examination
- ▶ To submit internal marks to the university
- ▶ To conduct quality enrichment activities
- ▶ To Submit examination expenditure report to the university
- ▶ To organize N. S. S. Camp



February 2023

- ▶ Settlement of Scholarship / EBC
- ▶ Preparation for university examination
- ▶ To submit internal marks to the university
- ▶ To prepare Lead college activities audit

March 2023

- ▶ Utilization Certificate
- ▶ Annual audit
- ▶ To conduct 11th standard examination and declaration of result
- ▶ To disburse dead stock
- ▶ To provide reservation details to Special Cell, Shivaji Uni. Kolhapur

April 2023

- ▶ Planning for the next academic year
- ▶ To submit income tax annual return (Form no.16)
- ▶ Maintenance of college infrastructure
- ▶ Arrangement of Term end meeting, collection of various departmental reports, syllabus completion reports etc.

May 2023

- ▶ Distribution of marks memos
- ▶ Admission procedure
- ▶ Annual audit report
- ▶ To disburse dead stock
- ▶ Daily reporting of admissions to the government / Head Institution
- ▶ Formation of various Gymkhana committees
- ▶ Provision of T.C. / important documents as per student's demand



June 2023

- ▶ Submission of accounts to A.G. claiming grants
- ▶ Information about the employee to be retired in the academic year
- ▶ Submission of university examination expenditure report
- ▶ Accepting various Scholarship/EBC applications.
- ▶ Issuing bus concession certificate to the students
- ▶ To provide reservation details to Special Cell, Shivaji University
Kolhapur Admission committees, IQAC Committees.

July 2023

- ▶ To submit Annual report to the university
- ▶ To submit N.S.S. audit report to Shivaji University, Kolhapur

Dr. Nare P. D.
Principal,
Night College of Arts & Commerce
Ichalkaranji.