

VilasraoDeshmukh Law College

Ambegaon Bk, Pune-411046

AcademicPlanner–2023-24Sem I & II

AcademicAdministration

Sr. No.	Plan	Tentative Schedule	ActionPlan	FacultyIn-Charge
1	Commencementof Admission Procedure for the AcademicYear 2023-24	CET round I, II, III and Institutional Round	Admission Notice-Schedule	Admission Committee- MsGauriSalunke
2	Timetable Preparation	Before commencementof the lectures	Preparationand Display of Timetable	Asst Prof Shraddha Nigade
3	Induction Programme	7 th October, 2023	Notice to students	Asst Prof Shraddha Nigade
4	Commencementof Classes	9 th October, 2023	Arrangement of Classrooms & DisplayofTime Table	Asst Prof Shraddha Nigade
5	Aptitude Test for LL.B. 1 st year	Immediately after the admission proceduregetsover and within first week of the commencement of lectures	Notice-Test	ClassTeacherof LL.B. 1st year
6	VachanPrerna Divas Celebration	15 th October, 2023	Notice and arrangement of books	Mr. ShubhamGadalwad

7	Career Guidance Program for students	November	Notice and Report	Asst Prof Shraddha Nigade
8	Mentor-Mentee Meeting	Within one month from the Commencement of the Lectures	Notice-Meeting-Feedback-Report	Class Teacher
9	Collection of Teaching Feedback of each subject and Report	After 15 days from the commencement of the Lectures	Distribution of Feedback-Collection - Report	Asst Prof Shraddha Nigade
10	Defaulter's List and Action	End of Semester	Notice-Display of List-Report of Action Taken-	Class Teacher (end of the semester)
11	Compulsory Field Visit (As prescribed by SPPU and CIEP)	After one month of the commencement of lectures	Notice-Field Visit- Report	Class Teacher, Legal Aid Cell and NSS & concerned subject teachers
12	Revision lectures	After the completion of syllabus and before end of session	Notice-Attendance of the student-Report	Class Teacher
13	Internal Exam		Notice and Time-table	Class Teacher
14	Remedial Lectures	After declaration of result for backlog students	Notice-Attendance of the student-Report	Class Teacher
15	Semester End Examination	As per the Circular by SPPU	Notice-Display of Timetable-Conduct of Examination Meeting- Report	Examination Committee
16	Result Analysis	After the declaration of result for each subject	Subject wise result analysis excluding Repeaters	Class Teachers

17	Commencement of Second Semester	5 th February 2024	Notice, Timetable	Faculty In-Charge
18	Mentor-Mentee Meeting	Within one month from the Commencement of the Lectures	Notice-Meeting-Feedback-Report	Class Teacher
19	Jail Visit	End of February	Notice, List of Students, Fixing of Visit Date	Asst Prof Shrirang Aurangab adkar
20	Guest Lecture	By Mid-March	Notice	Asst Prof Shraddha Nigade
21	Revision lectures	After the completion of syllabus and before end of session	Notice-Attendance of the student-Report	Revision lectures
22	Internal Exam		Notice and Time-table	Class Teacher
23	Remedial Lectures	After declaration of result for backlog students	Notice-Attendance of the student-Report	Remedial Lectures
24	Semester End Examination	As per the Circular by SPPU	Notice-Display of Timetable- Conduct of Examination Meeting-Report	Examination Committee
25	Result Analysis	After the declaration of result for each subject	Subject wise result analysis excluding Repeaters	Class Teachers