

M.B.E. Society's  
T.B.G. Polytechnic, Ambajogai.  
**Department of Mechanical Engineering**  
Departmental Plan-(2023-2024)

S.No	Activity/Event	Date	Responsibility
01	Notice for students regarding Reopening of Even Semester	22/12/2023	Principal
02	Notice Broad Display of Time Table Fourth and Sixth Semester	22/12/2023	Principal ,H.O.D
03	Allocation of Subject Fourth and Sixth Semester	In Between 22 To 30/12/2024	Principal ,H.O.D
04	Commencement of the Classes	01/01/2024	Principal ,H.O.D &Staff, Students
05	Expert Seminar/Classes/Workshop	In Between 01/01 To 22/03/2024	Principal ,H.O.D, Concerned Staff,Students
06	Call the Parents of the Student Less Attendance in 15 Days	15,30 /01/2024 15,30 /02/2024 15/03/2024	H.O.D, Staff & Lab Assistant
07	Staff Meeting	15/01 & 10/03/2024	H.O.D & Staff
08	Staff Deputation for Training	In Between 01/01 To 26/03/2024	Principal ,H.O.D, Concerned Staff
09	Notice Broad Display of PR Time Table( Fourth And Sixth Semester)	01/01/2024	Principal ,H.O.D
10	Commencement of PR Classes	16/01/2024	H.O.D, Concerned Staff, Students
11	Result Declare	Fourth Week Jan 2024	M.S.B.T.E Board
12	Result Analysis	In Between 04 <sup>th</sup> Week To 31/01/2024	H.O.D, Concerned Staff
13	I.E.D.S.S.A Women's Sports	In The Month Feb /2024	Principal, Women's sports In Charge & Selection Staff,Students
14	I.E.D.S.S.A Boys Sports	In The Month Feb /2024	Principal, Sports In Charge & SelectionStaff, Students
15	First Test	In Between 12 To 14/02/2024	Principal, H,O,D, Academic coordinator,Staff, Students
16	Industrial Tour	In Between Feb To Mar/2024	Principal, H.O.D, Staff, Students
17	Display of First Test Marks	In Between 12 To 18/02/2024	H.O.D, Concerned Staff

18	Non-Teaching Staff Meeting	15/01 & 10/03/2018	H.O.D & Staff
19	Second Class	In Between 26 To 28/03/2024	Principal , H.O.D, Academic Coordinator & Staff, Students
20	Display of Second Test Marks	In Between 26 To 30/03/2024	H.O.D, Concerned Staff
21	Submission Work	In Between 03 To 08/04/2024	Principal, H.O.D & Staff, Students
22	Term End	09/04/2024	H.O.D, Staff & Students
23	M.S.B.T.E Practical Exams	In Between 10/03 To 19/04/2024	H.O.D, Staff & Students
24	M.S.B.T.E Theory Exam	In Between 23/04 To 16/05/2024	M.S.B.T.E & Affiliated Instt.
25	Result Declare	Third Week Of June	M.S.B.T.E Board
26	Staff Training	In Between 01/01/2024 To 09/04/2024	Principal , H.O.D , Staff & Students
27	Student Industrial Training	May 20 To June 29/2024	Principal , H.O.D , Staff & Students
28	R.A.C	Third Week April	Principal, H.O.D, Concerned Staff
29	Vacation	Third Week Of May To Second Week Of June	Principal & H.O.D
30	Start Odd Semester	01/07/2024	Principal, H.O.D, & Staff

Note: Date and event may change according M.S.B.T.E order, conducting authority circular, & staff convinces.