

S.P.Pune University
S.B.V.P. Samaja's
Sahakar Maharshi Bhausaheb Santuji Thorat College of Arts, Science and Commerce,
Sangamner, Dist – A'Nagar (MS)

Department of Botany

Action Plan Academic Year- 2018- 19

Sr. No.	Month	Probable Dates	Plan of work
01	June	15 June -30 June	- Admission process - Departmental meeting 1- Syllabus and Annual planning Work load distribution Syllabus Planning, Planning of dept. activities
02	July	1-7- July	Aptitude test for Adv. And Slow Learners
		10-12 July.	Add-on/ Certificate Course Planning College Campus plantation
03	Aug.	1 – 5 Aug.	F.Y/ S.Y.BSc –Short excursion to NIC, Plantation Programme Alumni Meeting
		10-15 Aug.	Tutorial No.1 T.Y.BSc - Visit to Agricultural Institute / University.
		20 – 25 Aug.	Dept. Test –No. 1 (F.Y./S.Y./ T.Y.BSc)
04	Sept.	1 – 4 Sept.	Planning of unit test-1
		10 – 15 Sept.	F.Y. BSc. – Visit to Agricultural Institute /University.
		15 – 20 Sept.	T.Y.BSc. Class seminars, Project Competition and Power Point Presentation
		20 – 22 Sept.	Guest Lectures (QIP)
		22 – 23 Sept.	University exam. (Test 20 marks)
05	Oct.	1 – 5 Oct.	Dept. meeting – syllabus review, practical review Planning of extra lectures etc. Uni.question paper solving
06	Nov.	10 – 20 Nov.	College Terminal Exams.
		20 – 25 Nov.	Dept. meeting-Second term planning, syllabus
		25 – 31 Nov.	S.Y.B.Sc. & T.Y.B.Sc.

07	Dec.	5 – 10 Dec.	Participation in NSS Camp activities S.Y.B.Sc. – Visit to Biofertilizer t / Mushroom cultivation unit.
		10 – 15 Dec.	Tutorial No.3 Dept. test exam – 2 (F.Y. /S.Y. /T.Y. B.Sc.)
08	Jan	1 – 3 Jan.	Dept. meeting-study tour planning for herbarium
		5 – 10 Jan.	Parents Meeting
		15 – 20 Jan.	Nature club activity – guest lecture.
09	Feb	1 – 5 Feb.	T.Y.B.Sc – Farm visit
		12 – 15 Feb.	S.Y. /T.Y. B.Sc. – Herbarium collection & Visit to wild life sanctuary. Tutorial No.4
		18 - 22 Feb.	F.Y. / S.Y.BSc. – Uni. Exam (10 – Marks)
		22-28 - Feb.	National science day celebration by tree plantation. T.Y.BSc. Class seminars, Project Competition and PowerPoint Presentation
10	March.	1 – 5 March	Dept. meeting-Dept. submission, journal certification, annual practical exam. Preparation etc. T.Y. B.Sc Students Seminars T.Y. B.Sc. – Long tour.
		15 – 20 March.	S.Y. / T.Y.BSc University Practical exams.
		22- 30– March.	University exam. Start.
11	April	1 – 30 April	Dept. meeting for future plan- AY-2019-20 University exam. Work Alumni Meeting
		1May	Summer Vacation start.



Head Department of Botany