



# Xavier Institute of Engineering

Mahim Causeway, Mumbai 400016

## ACADEMIC CALENDAR

Activity plan for the Academic Year 2019-20, Second half of 2019 (Odd Semester: I/III/V/VII)

S.N.	Date	Activity	Responsibility
1.	Last week of June	Completion of Maintenance / Calibration / Installation of Software	HODs of all Depts. (FE, SE, TE, BE) / System Administrator/ Lab Assistants
2.	Last week of June	Completion of Interdepartmental Equipment / Stock Verification and Updating of all files	HODs / Lab Assistants
3.	Last Week of June	Procurement of Stationery for Staff and Students	Stores-in-charge/HODs
4.	Last Week of June	Faculty meeting	Principal
5.	Last Week of June	Departmental Faculty meeting	HODs
6.	First week of July	Display of Timetable on Notice Boards and Website	HODs
7.	02/07/2019	Completion of Lesson Plan and Course file for the Odd Semester	HODs
8.	08/07/2019	Commencement of Odd Semester	Principal / HODs
9.	Third Week of July	Faculty meeting	Principal
10.	Third Week of July	Departmental Faculty meeting	HODs
11.	31/07/2019 (Wednesday)	Celebration of the Feast of St. Ignatius of Loyola, Founder of the Jesuits	
12.	End of July	Declaration of Examination Results (FE, SE, TE, BE) (Tentative)	Principal/Examination-in-charge
13.	First Week of August	Election of Student Council	Principal / HODs/ Dean
14.	8/08/2019	Display of Defaulters List – I (SE/TE/BE)	HODs
15.	9/08/2019	Parent-Student meet– I (SE/TE/BE Defaulters)	Principal/ HODs/ Subject Teacher
16.	12/08/2019	Holiday – Bakri Eid	
17.	13/08/2019	1 <sup>st</sup> Midterm Test begins (IAT-I) (SE/TE/BE)	Principal / HODs
18.	15/08/2019 (Thursday)	Independence Day Celebration	
19.	Third Week of August	Faculty meeting	Principal
20.	Third Week of August	Departmental Faculty meeting	HODs
21.	17/8/2019 (Saturday)	Holiday – Parsi New year	
22.	30/08/2019	Felicitation of Toppers (Class/Subject)	Principal / HODs
23.	02/09/2019 (Monday)	Holiday – Ganesh Chaturthi	
24.	02-06/09/2019	Midterm Break	
25.	10/09/2019 (Tuesday)	Holiday - Moharam	
26.	12/09/2019	Display of Defaulters List – I (FE)	HOD
27.	13/09/2019	Parent-Student meet – I (FE Defaulters)	Principal/ HOD/ Subject Teacher
28.	16-18/09/2019	1 <sup>st</sup> Midterm Test (IAT-I) (FE)	Principal / HOD
29.	Third Week of September	Faculty meeting	Principal
30.	Third Week of September	Departmental Faculty meeting	HODs
31.	26/09/2019	Display of Defaulters List – II (SE/TE/BE)	HODs
32.	27/09/2019	Parent-Student meet - II (SE/TE/BE Defaulters)	Principal/HODs/Subject Teacher
33.	30/09 to 3/10/2019	II <sup>nd</sup> Midterm Test (IAT-II) (SE/TE/BE)	Principal / HODs
34.	02/10/2019 (Wednesday)	Holiday – Mahatma Gandhi Jayanti	

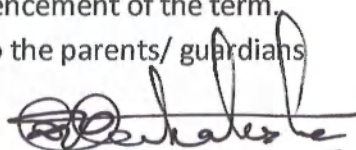
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S.N.	Date	Activity	Responsibility
35.	08/10/2019 (Tuesday)	Holiday – Dassera	
36.	11/10/2019	Display of Defaulters List – III (SE/TE/BE)	HODs
37.	14/10/2019	Parent-Student meet – III ( SE/TE/BE Defaulters)	Principal /HODs/Subject Teacher
38.	Third Week of October	Faculty meeting	Principal
39.	Third Week of October	Departmental Faculty meeting	HODs
40.	21/10/2019	Display of Defaulters List – II (FE)	HOD
41.	21/10/2019 – 25/10/2019	FE Preliminary Exams (Tentative)	HOD
42.	25/10/2019	Parent-Student meet - II (FE Defaulters)	Principal/HOD/Subject Teacher
43.	25/10/2019	Display of Detained Students' List (SE/TE/BE)	Principal /HODs
44.	26/10/19	End of Term (SE/TE/BE)	
45.	28/10/2019 (Wednesday )	Holiday – Diwali (Deepavali)	
46.	29/10/2019 (Friday)	Holiday- Bhaubeej	
47.	30/10/19	Oral/Practical Exam (SE/TE/BE)	HODs
48.	30/10/19	II <sup>nd</sup> Midterm Test (IAT-II) (FE)	Principal / HOD
49.	2 <sup>nd</sup> Week of Nov	LMC Meeting	Principal /Director
50.	12/11/2019 (Friday)	Holiday – Guru Nanak Jayanti	
51.	11-15 /11/2019	FE Preliminary Exams	HOD
52.	14/11/19	University Exams (SE/TE/BE)	
53.	15/11/2019	Display of Defaulters List – III (FE)	HOD
54.	16/11/2019	Parent-Student meet - III (FE Defaulters)	Principal/HOD/Subject Teacher
55.	16/11/2019	Display of Detained Students' List (FE)	Principal /HOD
56.	Third Week of November	Faculty meeting	Principal
57.	Third Week of November	Departmental Faculty meeting	HODs
58.	16/11/19	End of Term (FE)	
59.	18/11/19	Oral/Practical Exam (FE)	HOD
60.	30/11/2019	Founder's Day + Diwali Celebration	
61.	03/12/19	University Exams (FE)	
62.	21/12/2019	Christmas Celebration	
63.	25/12/2019 (Wednesday)	Holiday – Christmas	

**Note:**

- Attendance is compulsory from the first day of the commencement of the term.
- Absence for even a single lecture will be communicated to the parents/ guardians



Dr. Y. D. Venkatesh (Principal)



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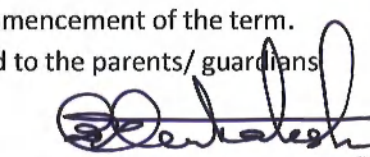
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