

Commissionerate of Collegiate Education, A.P., Vijayawada		
Calendar : 2019 - 20		
Departmental Activities in June 2019		
III Week	Field visit to Colleges	Visit and Collect admissions data in each college
	MANA TV	Development of e-content for Foundation Courses ICT2 & CSS2
IV Week	MANA TV	Mana TV Live telecast 2019-2020 starting
	VC on Admissions Status	Steps to be taken to improve admissions
	JKC	* Student ID cards, Certificate Printing and Printing of Material for the current academic year
Departmental Activities in July 2019		
I Week	JKC	* Budget Distribution for II quarter * State Level JKC Review Meeting by CCE through Video Conference * Constitution of Committees for Strengthening of
	Hostel Monitoring	RJDCEs review on maintenance and Monitoring hostels for smooth run The status of hostels in the required format is to be sent and submit the Report to CCE
II Week	JKC	* Consolidation of Workdone statements for Payment of Mentors' Honorarium * Formation of Committees for Student Progression of JKC trained students
	LMS	Hosting of content on Foundation Courses CSS-2 & ICT-2
	Academic Audit	RJDCEs, Principals, Academic Advisors and IQAC Coordinators shall be ready with Action Taken report of Academic Audit - 2019, as per the recommendations of the Academic Advisors (based on other format reports) - CCE Review
III Week	JKC	* Registrations Opened for JKC Second Batch * ELF Training for English Lecturers (Newly Recruited) at APHRDI
	Result Analysis	Result Analysis of all the colleges through VC
	MANA TV	Students Special Live Program1 by General students
IV Week	JKC	* Instructions for Mega Job Fair for Batch-1 students * Committee constitution & Identification of Resource persons for MOOCs course preparation on Employable Skills
	ELL	Submission of new ELLs
	DRC	Discussion on DRC Report
	Anti-Ragging	Report on Ragging is to be submitted to CCE. RJDCEs review meeting with the district Anti-Ragging coordinators and all other district college ARC members
Departmental Activities in August 2019		
I Week	JKC	Organization of JKC Grand Test - I Instructions for Starting JKC Second Batch Distribution of Certificates for JKC First Batch students Instructions on e-content preparation of JKC curriculum
	MANA TV	Students Special Live Program2 by General students
	LMS	Opening of LMS to all Colleges & End User Training

II Week	JKC	Consolidation of Workdone statements for Payment of Mentors' Honorarium Monitoring of JKC Second Batch Training Identification of Mentors for e-content preparation and assigning syllabus
III Week	Review meeting with RJDCEs	CCE meeting with Review meeting to discuss various issues
	JKC	Proposals for Mentors Recruitment 2020-21
IV Week	DRC	Discussion on DRC Report
	JKC	Proposals for Additional Budget for Mentors Honorarium, SCSP, TSP
Departmental Activities in September 2019		
I Week	STATE TEACHERS' AWARD	
	JKC	State Level JKC Review Meeting by CCE through Video Conference Conduct of Comparative Analysis of Training & Placements with other Educational Institutions - Constitution of Committees
II Week	NIRF	NIRF meeting with top 20 Colleges and initiate Plan of Action
	LMS	Hosting of content on Foundation Courses HVPE & Env. Studies
	MANA TV	Students Special Live Program 1 by Tribal students
	JKC	Consolidation of Workdone statements for Payment of Mentors' Honorarium Monitoring of JKC Second Batch Training Conduct of Comparative Analysis of Training & Placements with other Educational Institutions - Data Analysis
III Week	JKC	Conduct of Comparative Analysis of Training & Placements with other Educational Institutions - Data Analysis
IV Week	DRC	Discussion on DRC Report
	JKC	Conduct of Comparative Analysis of Training & Placements with other Educational Institutions and Submission of Report
Departmental Activities in October 2019		
I Week	JKC	Introduction of Add-on Courses based on Industry needs along with JKC third batch training
	NAAC	Interaction with colleges & supporting them
II Week	JKC	* Consolidation of Workdone statements for Payment of Mentors' Honorarium * Monitoring of JKC Second Batch Training
	LMS	Hosting of 2018-19 Mana TV Live content on General Topics
	NIRF	Follow up on the preparation - Conducting VC
	MANA TV	Students Special Live Program3 by General students
III Week	RJDCEs Visit to colleges	Academic and Administrative visit
	JKC	* Opening of Portal for III Batch Registration
IV Week	JKC	* Organization of Mega Job Fair in each District for II Batch students
Departmental Activities in November 2019		
I Week	JKC	* State Level JKC Review Meeting by CCE through Video Conference * Instructions to colleges to send Mentors for Company Visits * Organization of JKC Grand Test - II
	Review meeting	To discuss academic and administrative issues by CCE

II Week	JKC	* Consolidation of Workdone statements for Payment of Mentors' Honorarium * Monitoring of JKC Second Batch Training
	LMS	Hosting of 2018-19 Mana TV Live content on cluster Topics
	Academic Audit	Academic Audit – III Phase
III Week	JKC	Opening of Portal for JKC Third Batch Registrations
	RJDCEs Review meeting	Anti ragging & WEC/ICC with Principals, ARC, ICC & WEC
	NIRF	Monitoring colleges on NIRF preparation
IV Week	Anti ragging & WEC/ICC	CCE Review meeting
	DRC	Discussion on DRC Report
	JKC	* Organization of Mega Job Fair in each District * Submission of MOOCs course on Employable Skills
Departmental Activities in December 2019		
I Week	JKC	JKC Coordinators Conference with all Nodal JKC's
II Week	JKC	Consolidation of Workdone statements for Payment of Mentors' Honorarium
	LMS	Hosting of e-content on Foundation Courses ICT-1 & Analytical Skills
III Week	JKC	Monitoring of JKC Third Batch Training
IV Week	MANA TV	Students Special Live Program2 by Tribal students
	DRC	Discussion on DRC Report
	JKC	JKC Special Batch Registration
Departmental Activities in January 2020		
I Week	JKC	* Budget Distribution for IV Quarter * State Level JKC Review Meeting by CCE through Video Conference
	MANA TV	Live telecast on Cluster Topics starting
II Week	JKC	* Consolidation of Workdone statements for Payment of Mentors' Honorarium
	LMS	Hosting of e-content on Foundation Courses CSS-1& Leadership Education
III Week	Academic Audit	To review the academic audit conducted both in GDCs & Private aided colleges
	NAAC	Supporting NAAC going colleges
	JKC	* Monitoring of JKC Third Batch Training
IV Week	JKC	* District Level Competitions on JKC Curriculum
	DRC	Discussion on DRC Report
	Anti-Ragging	Anti ragging & WEC/ICC, Report is to be submitted to the mail ID antiraggingcell.cceap2019@gmail.com, womencell.cce@gmail.com
	MANA TV	Students Special Live Program4 by General students
Departmental Activities in February 2020		
I Week	JKC	* Preparation of JKC Budget Utilization 2019-20
II Week	LMS	Hosting of e-content on Foundation Courses CSS-3 & Entrepreneurship
	NAAC	Supporting NAAC going colleges
	JKC	* Consolidation of Workdone statements for Payment of Mentors' Honorarium
III Week	NIRF	Follow up on NIRF
	JKC	* Monitoring of JKC Third Batch Training
IV Week	DRC	Discussion on DRC Report
	JKC	* Instructions to JKC's for preparation of Annual Training & Placements Report
Departmental Activities in March 2020		

I Week	JKC	* Organization of HR Managers Conclave by CCE * Distribution of Certificates for JKC III Batch students * Organization of JKC Grand Test - III
II Week	DCEDRC	Discussion on DCEDRC Report with RJDCEs, JD, Spl. Officer, AGO
	JKC	Consolidation of Workdone statements for Payment of Mentors' Honorarium
III Week	JKC	Opening of Portal for JKC Summer Batch Registrations for 2020-21 * Instruction to JKC for sending Performance Evaluation Reports of JKC Mentors to JKCMC
	NAAC	Supporting NAAC going colleges
	Hostel Monitoring	RJDCEs review on maintenance of hostels The status of hostels in the required format is to be sent
IV Week	JKC	Instructions for sensitization of II year Batch students for JKC training in Summer
	DRC	Discussion on DRC Report
	Internal Complaints Committee	CCE Review
Departmental Activities in April 2020		
I Week	VC with colleges	Action Plan for Admissions
	JKC	* Preparation of Action Plan for 2020-2021
II Week	NIRF	Analysing RANKS
	JKC	* Consolidation of Workdone statements for Payment of Mentors' Honorarium * Internal Audit of JKC Budget and Student fee expenditure
III Week	JKC	* Company visits by HR Mentors for making MoUs * Internal Audit of JKC Budget and Student fee expenditure
IV Week	DRC	Discussion on DRC Report
	JKC	* Company Visits by HR Mentors for making MoUs * Closing of Portal for JKC Summer Batch Registrations * JKC Coordinators meeting & JKC Calendar