



**INSTITUTE OF TEACHER EDUCATION**

**ACADEMIC CALENDAR (JANUARY – JUNE, 2024)  
B.Ed. (SECOND and FOURTH SEMESTER)**

Date: 04/12/2023

<b>JAN</b>	18 <sup>th</sup> (Thu)	Staff Reporting at 9:00 a.m.
		Staff meeting cum Orientation at 9:15 a.m.
	23 <sup>rd</sup> (Tue)	Orientation Program for Semester-II & IV at 10:00 am
	24 <sup>th</sup> (Wed)	Classes resumption for Semester-II & Semester-IV
	25 <sup>th</sup> (Thu)	Anti Ragging and Grievance Cell Meeting for Semester-II & Semester-IV (to be organized by the Principal)
	25 <sup>th</sup> (Thu)	Inter Disciplinary Discussion
	29 <sup>th</sup> (Mon)	College Assembly (to be organized by Aesthetic Club)
	30 <sup>th</sup> (Tue)	Mentoring Session
<b>FEB</b>	1 <sup>st</sup> (Thu) to 3 <sup>rd</sup> (Sat)	Sports Week
	5 <sup>th</sup> (Mon)	Tobacco Control Cell Meeting (to be organized by Red Ribbon Club)
	5 <sup>th</sup> (Mon)	College Assembly (to be organized by Ecological Club)
	5 <sup>th</sup> (Mon)	Library Advisory Committee Meeting
	6 <sup>th</sup> (Tue)	Administrative Staff meeting
	7 <sup>th</sup> (Wed)	Staff meeting
	8 <sup>th</sup> (Thu)	Research and Development Cell Meeting cum Inter Disciplinary Discussion
	9 <sup>th</sup> (Fri)	Women’s Cell & Anti-Sexual harassment Cell meeting (to be organized by Women’s Cell)
	7 <sup>th</sup> (Wed) to 9 <sup>th</sup> (Fri)	Micro Teaching Workshop for Semester-IV
	13 <sup>th</sup> (Tue)	Mentoring Session
	14 <sup>th</sup> (Wed) to 16 <sup>th</sup> (Fri)	Workshop on Lesson Plan & TLM
	14 <sup>th</sup> (Wed) to 16 <sup>th</sup> (Fri)	Intern ship (Micro Teaching Practice) for Semester-II
	17 <sup>th</sup> (Sat)	Unit Test-1 (Course-5 & Course 7b) for Semester-II & IV
	17 <sup>th</sup> (Sat)	Activity (to be organized by Aesthetic Club)
	19 <sup>th</sup> (Mon)	College Assembly (to be organized by Current Event Club)
	19 <sup>th</sup> (Mon) to 23 <sup>rd</sup> (Fri)	Workshop on Lesson Plan
	23 <sup>rd</sup> (Fri)	Mentoring Session
	24 <sup>th</sup> (Sat)	Alumni Meet
	26 <sup>th</sup> (Mon) to 29 <sup>th</sup> (Thu)	Block teaching for Semester-IV (usual classes at 09:00 a.m.)
	28 <sup>th</sup> (Wed)	National Science Day (to be organized by Ecological Club)
	28 <sup>th</sup> (Wed)	Submission of Mentoring Report to the IQAC Coordinator
	28 <sup>th</sup> (Wed)	Submission of Course Coverage Report to the Vice-Principal
28 <sup>th</sup> (Wed)	Release of Bimonthly Bulletin by Literary Club	

<b>MAR</b>	1 <sup>st</sup> (Fri)	College Foundation cum Cultural Day (to be organized by Cultural Club)
	2 <sup>nd</sup> (Sat)	Unit Test-2 (Course-6) for Semester-II
	2 <sup>nd</sup> (Sat)	Staff Meeting
	4 <sup>th</sup> (Mon) to 7 <sup>th</sup> (Thu)	Block teaching for Semester-IV (usual classes at 09:00 a.m.)
	7 <sup>th</sup> (Thu)	Placement Cell Meeting for Semester-IV
	4 <sup>th</sup> (Mon)	Administrative Staff meeting
	8 <sup>th</sup> (Fri)	Unit Test-3 (Course-7a (Major))
	8 <sup>th</sup> (Fri)	International Women's Day (to be organized by Literary-Club)
	11 <sup>th</sup> (Mon)	College Assembly (to be organized by Cultural Club)
	12 <sup>th</sup> (Tue)	Mentoring Session
	11 <sup>th</sup> (Mon) to 30 <sup>th</sup> (Sat)	School Internship for Semester-IV
	16 <sup>th</sup> (Sat)	Unit Test-4 (Course-7a (Minor)) for Semester-II
	16 <sup>th</sup> (Sat)	Inter Disciplinary Discussion
	22 <sup>nd</sup> (Fri)	Unit Test Phase-I Result Declaration
	26 <sup>th</sup> (Tue)	College Assembly (to be organized by Literary Club)
	27 <sup>th</sup> (Wed)	Unit Test-5 (Course-5) followed by Mentoring Session
	30 <sup>th</sup> (Sat)	Submission of Mentoring/Activity Report to the IQAC Coordinator
30 <sup>th</sup> (Sat)	Submission of Course Coverage Report to the Vice-Principal	
<b>APR</b>	1 <sup>st</sup> (Mon) to 12 <sup>th</sup> (Fri)	Micro Teaching Workshop cum classes for Semester-II
	1 <sup>st</sup> (Mon) to 24 <sup>th</sup> (Wed)	School Internship for Semester -IV (contd)
	1 <sup>st</sup> (Mon)	College Assembly (to be organized by Red Ribbon Club)
	1 <sup>st</sup> (Mon)	Administrative Staff meeting
	6 <sup>th</sup> (Sat)	Unit Test-6 (Course-6)
	6 <sup>th</sup> (Sat)	Staff Meeting
	12 <sup>th</sup> (Fri)	Unit Test-7 (Course-7a (Major)) for Semester-II
	12 <sup>th</sup> (Fri)	Mentoring Session
	15 <sup>th</sup> (Mon)	Placement Cell Report
	15 <sup>th</sup> (Mon)	College Assembly (to be organized by Aesthetic Club)
	19 <sup>th</sup> (Fri)	Research and Development Cell Meeting cum Inter Disciplinary Discussion
	20 <sup>th</sup> (Sat)	World Earth Day (to be organized by Current Event-Club & Eco-Club)
	24 <sup>th</sup> (Wed)	Extension cum Outreach Activity
	25 <sup>th</sup> (Thu)	Resume of Semester-IV classes
	26 <sup>th</sup> (Fri)	Mentoring Session
	29 <sup>th</sup> (Mon)	College Assembly (to be organized by Ecological Club)
	30 <sup>th</sup> (Tue)	Release of Bimonthly Bulletin by Literary Club
Submission of Mentoring/Activity Report to the IQAC Coordinator		
Submission of Course Coverage Report to the Vice-Principal		

<b>MAY</b>	2 <sup>nd</sup> (Wed)	Administrative Staff meeting
	4 <sup>th</sup> (Sat)	Unit Test-8 (Course-7a (Minor)) for Semester-II
	4 <sup>th</sup> (Sat)	Activity (to be organized by Red Ribbon Club)
	6 <sup>th</sup> (Mon)	College Assembly (to be organized by Current Event Club)
	7 <sup>th</sup> (Tue)	Staff Meeting
	9 <sup>th</sup> (Thu)	Mentoring Session
	10 <sup>th</sup> (Fri)	Unit Test-9 (Course-7b) for Semester-IV
	10 <sup>th</sup> (Fri)	Library Advisory Committee Meeting
	15 <sup>th</sup> (Wed)	Unit Test Phase-II Result Declaration
	15 <sup>th</sup> (Wed)	Inter Disciplinary Discussion
	16 <sup>th</sup> (Thu) to 22 <sup>nd</sup> (Fri)	Pre-Semester Examination for Semester-II & IV
	20 <sup>th</sup> (Tue) to 23 <sup>rd</sup> (Thu)	Internal Viva-Voce for Semester-IV
	24 <sup>th</sup> (Fri)	Internal Viva-Voce for Semester-II
	27 <sup>th</sup> (Mon)	Result Declaration of Pre-Semester Examination
	27 <sup>th</sup> (Mon)	Placement Cell Meeting for Semester-IV
	27 <sup>th</sup> (Mon) to 31 <sup>st</sup> (Fri)	Remedial Teaching/Guidance and Counseling/ Mentoring Session
	31 <sup>st</sup> (Fri)	World No Tobacco Day (to be organized by CTCC & RRC)
	31 <sup>st</sup> (Fri)	Submission of Mentoring Report to the IQAC Coordinator
31 <sup>st</sup> (Fri)	Submission of Course Coverage Completion Report to the Vice-Principal	
<b>JUN</b>	1 <sup>st</sup> (Sat)	Administrative Staff meeting
	1 <sup>st</sup> (Sat)	Staff Meeting
	5 <sup>th</sup> (Wed)	World Environment Day (to be organized by Ecological & Aesthetic Clubs) followed by Release of College Annual Magazine
	15 <sup>th</sup> (Sat)	Submission of Activity Report to the IQAC Coordinator
		EPC-3 Viva voce for Semester-II and Final Practice Teaching cum Viva voce for Semester-IV (As per NU Schedule)
		End Semester Examinations for Semester-II and Semester-IV (As per NU Schedule)

**Note:** Submission of Journals, Study Leave for Student-Teachers as per the NU Exam Schedule and any other notifications, the college will inform accordingly.

**HOLIDAY LIST 2024 (JAN-JUNE)**

**January 26<sup>th</sup> (Fri) – Republic Day**

**March 25<sup>th</sup> (Mon) – Holi**

**March 28<sup>th</sup> (Thu) – 1<sup>st</sup> April (Mon) – Easter**

**April 11<sup>th</sup> (Thu) – Id-ul-Fitr**

**June 17<sup>th</sup> (Mon) - Id-ul-Zuha**

## **TEACHER-IN-CHARGES FOR CLUBS**

1. Aesthetic Club – Teacher-in-Charge — Ms. Zuchano M Patton
2. Cultural Club – Teacher-in-Charge — Ms. Emilo Kikon
3. Current Event Club– Teacher-in-Charge — Dr. H L Gangte
4. Ecological Club – Teacher-in-Charge — Ms. Holivi Y Kiba
5. Literary Club – Teacher-in-Charge — Ms. Limanenla Lkr
6. Red Ribbon Club – Teacher-in-Charge — Ms. Kavani Hekha

## **TEACHER-IN-CHARGES FOR ACTIVITIES**

IQAC Coordinator	– Ms Kavani Hekha
Anti-Ragging Cell	– Principal
Grievance Cell	– Principal
Women’s Cell & Anti-Sexual harassment Cell	– Ms. Limanenla Lkr
Suggestions / Innovative Ideas	– IQAC Co-ordinator
Tobacco Control Cell	– Ms. Holivi Y Kiba and Ms. Zuchano M Patton
Placement Cell	– Ms. Emilo Kikon and Dr. G Jaganmohana Rao
Research and Development Cell	– Dr. R Udhaya Mohan Babu
Library Advisory Committee	– Ms. Angela Kapesa
Extension cum Outreach Activities	– Dr. R Udhaya Mohan Babu
Guidance & Counseling Cell	– Dr. H L Gangte
MITEAA	– Dr. T.S Pandian

## **COLLEGE DISCIPLINARY COMMITTEE:**

1. Principal, Chairman
2. Vice Principal, Member
3. IQAC Coordinator, Member
4. Ms. Emilo Kikon, Faculty Representative, Member

## **LIBRARY ADVISORY COMMITTEE:**

1. Librarian – Convenor
2. Library Assistant – Member
3. Principal – Member
4. Vice Principal – Member
5. Dr. G Jaganmohana Rao – Member
6. Ms. Limanenla Lkr – Member
7. Sevi-ü Khruomo – Member, (2022-24 Batch)
8. Hutokali K Zhimo – Member, (2022-24 Batch)
9. Nikito Swu – Member, (2022-24 Batch)
10. Kikrukhrienuo Jessica – Member, (2022-24 Batch)
11. Kholi Jacob – Member, (2023-25 Batch)
12. Vishepu V Awomi – Member, (2023-25 Batch)
13. Alenuo Yimsung – Member, (2023-25 Batch)
14. Neitsezonuo Solo – Member, (2023-25 Batch)
15. Revine Movi – Member, (2023-25 Batch)

## COLLEGE ANNUAL MAGAZINE COMMITTEE:

1. Ms. Emilo Kikon
2. Ms. Limanenla Lkr

## WEBSITE MONITORING COMMITTEE:

1. Mr. Adahrii Pfokreho
2. Mr. Kamal Limbu
3. Ms. Angela Kapesa

## BUS COMMITTEE:

1. Dr. H L Gangte
2. Mr. Adahrii Pfokreho
3. Ms. Kuuvelu Tetseo

## NB:

- Examination form fill up will be as per NU schedule
- Every observation/Celebration will be conducted only after class
- Every day absent list of the Student-Teachers should be submitted to Mr. Kamal by the Faculty Members.
- Every Activity and observation/celebration program should be prepared in advance.
- IQAC Meeting and Extension Activities should be carried out by the respective in-charges
- IQAC Meeting will be as per the IQAC Calendar
- Website Review will be held on every last working day of the month
- Result Review will be scheduled after the declaration of NU result
- Tobacco Control Cell Report to be submitted on the last working day of every month

## IMPORTANT DATES FOR ACTIVITIES

### 1. EXAMINATION FOR SEMESTER -II & IV

SL NO	DATE	SUBJECT	SEMESTER
UNIT TEST – 1	17-02-2024	Course-5	II
		Course-7b	IV
UNIT TEST – 2	02-03-2024	Course-6	II
UNIT TEST – 3	08-03-2024	Course-7a (Major)	II
UNIT TEST – 4	16-03-2024	Course-7a (Minor)	II
UNIT TEST – 5	27-03-2024	Course-5	II
UNIT TEST – 6	06-04-2024	Course-6	II
UNIT TEST – 7	12-04-2024	Course-7a (Major)	II
UNIT TEST – 8	04-05-2024	Course-7a (Minor)	II
UNIT TEST – 9	10-05-2024	Course-7b	IV
PRE-SEMESTER EXAM	16-05-2024 to 22-05-2024	All Courses	II & IV

## 2. INTERNSHIP

SL NO	DATE	SUBJECT	SEMESTER
1	01-04-2024 to 12-04-2024	Micro Teaching Workshop com classes	II
2	11-03-2024 to 24-04-2024	School Internship	IV

## 3. RESULT DECLARATION

SL NO	DATE & MONTH	SUBJECT	SEMESTER
1	22-03-2024	Result declaration of Unit Test Phase –I	II
			IV
2	15-05-2024	Result declaration of Unit Test Phase –II	II
			IV
3	27-05-2024	Result declaration of Pre-semester Exam	II & IV

## 4. EPC-3, FINAL PRACTICE TEACHING INTERNAL VIVA VOCE

SL NO	DATE & MONTH	SUBJECT/ACTIVITIES	SEMESTER
1	24-05-2024	EPC-3 Internal Viva-Voce	II
2	20-05-2024 to 23-05-2024	Final Practice Teaching cum Internal Viva-Voce	IV

(Dr. Kate Dandesh Kumar)  
Principal