

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT 2016-2017



SRI RAMAKRISHNA MISSION VIDYALAYA MARUTHI COLLEGE OF PHYSICAL EDUCATION

An Autonomous College Re-accredited by NAAC
(Affiliated to the Tamil Nadu Physical Education & Sports University, Chennai)
SRKV Post, Periyanaickenpalayam, Coimbatore – 641 020
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Academic and Administrative Audit(AAA) Report 2016-2017

Ramakrishna Mission Vidyalaya, Coimbatore, an Education Complex situated in a campus of nearly 300 acre, 18 km north of Coimbatore on the Coimbatore - Ooty main Road with 18 service wings, commenced its educational activities in the year 1930 with the blessings of Bhagavan Sri Ramakrishna. As a small residential school, the Vidyalaya was founded on 3rd February, 1930 at the crest of the Freedom Movement by Dr. T.S. Avinashilingam, one of the renowned freedom fighters who dedicated his life for the cause of education and nation building. He served as the first Education Minister of Madras Presidency in Independent India from 1946 to 1949. Mahatma Gandhi laid the foundation stone for Vidyalaya and blessed it in 1934. As envisaged by the great Swami Vivekananda, the Vidyalaya strives hard to impart man-making and character-building education to the youth that are necessary to develop leadership, sense of responsibility and love for the country. Today, Vidyalaya has grown into a vast educational complex with 18 Educational Institutions. At present, the institution is catering to the educational needs of around 8500 students, out of which 2100 students are residing in hostels.

Sri Ramakrishna Mission Vidyalaya Maruthi College of Physical Education is one of the pioneering Physical Education Colleges in South India. It was started in the year 1956 and autonomous status was conferred in the year 2007. The college has completed 65 years of purposeful service to the student community and society. The college follows the great ideals placed before the country by Sri Ramakrishna, Swami Vivekananda and Mahatma Gandhi. The college offers UG-Bachelor of Physical Education (BPed), PG-Master of Physical Education(MPED), Master of Philosophy (M.Phil), and Ph.D-Doctor of Philosophy (part-time and full time) programmes.

CREDENTIALS OF THE INSTITUTION

- The Maruthi College of Physical Education was established in 1956 and one of the leading physical education institution in South India
- Maruthi College of Physical Education is honoured with 12B & 2F status by UGC.
- Maruthi College of Physical Education is recognized by the National Council of Teacher Education (NCTE)
- Maruthi College of Physical Education is a government aided institute, recognized by the Government of Tamilnadu

- Maruthi College of Physical Education is registered under UGC Act
- Maruthi College of Physical Education is re-accredited by National Assessment and Accreditation Council (NAAC) with B Grade.
- Maruthi College of Physical Education is conferred with Autonomous status since 2007 by UGC
- Maruthi College of Physical Education is affiliated to the Tamilnadu Physical Education Sports University, Chennai since 2006
- Maruthi College of Physical Education is a recognized 'Research centre' since 2013, which can offer M.Phil and Ph.D programmes
- 100 percent recruitment for all the students through the college placement cell

VISION

The vision of the college is to provide personal, intellectual and professional growth of its students and staff and to produce an ideal physical education teacher with emphasis on man making and character building education.

MISSION

- Preparing physical education teachers of highest caliber both in theory and practical.
- Aspiring for global standards of quality teaching, research and publication and commitment to service to the community.
- Imbibing Indian cultural values and work ethics in the minds of student teachers.

The National Assessment and Accreditation Council (NAAC) has evolved tools and guidelines for improving quality for different levels of Higher Education Institutions (HEIs) and for its sustenance. By establishing Internal Quality Assurance Cell (IQAC) and undergoing External Quality Assurance process it's possible to continuously strive for excellence. The monitoring and evaluation of the institutional processes require a carefully structured system of internal and external review. The NAAC expects the Institutions to undertake continuous Academic and Administrative Audits (AAA).

Academic and Administrative Audit (AAA), are very essential for the excellence in Higher Education. These are interrelated concepts. Thus in order to have a quality oriented academic, there should be a strong administrative background. It is indeed a good gesture on the part of Sri Ramakrishna Mission Vidyalaya Maruthi College of Physical Education to undergo this exercise.

Accordingly, the Principal constituted the following experts committee and requested to conduct the Academic and Administrative Audit on 10.05.2017 for the academic year 2016-17: 1. Dr. S.Alagesan, Professor and Head, Ramakrishna Mission Vivekananda University Faculty of General and Adapted Physical Education and Yoga, Coimbatore - 641020. 2. Dr. S.TN. Rajeswaran, Dean, Faculty of Education, Bharathiar University, Coimbatore – 641046.

Further the Principal also nominated following members of the college to assist AAA committee:

S.No.	Name	Designation
01	Dr.Ch.VST. Saikumar	Principal
02	Dr. T.Jayabal	IQAC Co-ordinator
03	Dr.E.Amudhan	Member
04	Sri.V.Mohanraj	Member



**SRI RAMAKRISHNA MISSION VIDYALAYA
MARUTHI COLLEGE OF PHYSICAL EDUCATION
COIMBATORE – 641020**

**PROGRAMME SCHEDULE OF ACADEMIC AND ADMINISTRATIVE AUDIT
COMMITTEE**

10.05.2017

Time	Details
9.00 am to 09.30 am	Presentation by the Principal on brief profile of the college and progress made in the academic year 2016-2017 in all spheres of activities.
09.30 am to 12.00 pm	Visit to institutional facilities Indoor Badminton Courts and Ball Feeding Robo, Table Tennis Hall and Ball Feeding Machine, Multi Gym, Weight lifting and Power lifting hall, Sports Psychology Laboratory, Anatomy and Physiology and Exercise Physiology Laboratory, Kinesiology and Biomechanics Laboratory, Cricket Nets and Cricket Bowling Machine, Cricket Pavilion, Educational Technology and Smart Class, Indoor Tennis Stadium and Tennis ball feeding machine, Library, Publication Unit, Counselling and Placement Cell, Class Rooms, Hockey Field, Basketball Complex, Ball Badminton Complex, Kabaddi Complex, Tennikoit Complex, Kho-Kho Field, Football Field and Cricket Oval, 400 meters Standard track and field with drainage system, Yoga Hall, Students Hostel and Mess, National Service Scheme (NSS) office, Adapted Physical Education Laboratory, Sports Medicine Centre, Controller of Examinations, Handball field, Volleyball Complex, Tennis Complex, Secretary Room , NAAC and IQAC Co-ordinator Room, Staff Room, Class Rooms, English Language Laboratory, Principal Room, Office Room & Kalaripayattu Centre
12.00 noon to 01.00 pm	Verification of documents / utilization of funds/ Audit reports etc.
01.00 pm to 02.30 pm	Interaction with Management over Working Lunch in the College
02.30 pm to 03.00 pm	Interaction with Students
03.00 pm to 03.30 pm	Interaction with Alumni and Parents
03.30 pm to 04.00 pm	Interaction with Faculty and Staff
4.00 pm to 04.30 pm	Team Discussion, Report Writing and Finalization of Report
04.30 pm to 05.15 pm	Exit meeting

The meeting of the AAA Committee was fixed on 10.05.2017 The Committee had a formal meeting in the conference hall. Dr.Ch.VST. Saikumar Principal presented the overall developments and emphasized the progress made in the academic year 2016-2017 in all spheres of activities. Members of the committee discussed the procedural issues and began their exercise as per the programme schedule prepared by the Coordinator, IQAC.

The AAA committee visited Research laboratories, Class Rooms, Conference hall, Controller of Examination office, Staff room, Indoor and outdoor infrastructural facilities for sports and games, Equipments store room, Library, Publishing unit, Yoga and meditation hall, NSS office, Administrative office, Students counseling and Placement Cell, Students hostel, and other general facilities like, wash rooms, drinking water, ventilation and lighting. The AAA Committee interacted with all stakeholders namely management, teaching and non-teaching staff, students, alumni and employers to assess the academic and administrative performance of the college. This has given scope of thorough interaction and also for several clarifications. The committee after completing all stages of inspection and interactions prepared the AAA Report covering the summarized observations and recommendations.

Section I: General Information

Name and Address of the Institute	Sri Ramakrishna Mission Vidyalaya Maruthi College of Physical Education SRKV Post Coimbatore-641 020 TamilNadu 0422-2692443 rmmepe@gmail.com
Year of Establishment	1956
Name of the Head of the Institution	Dr. Ch. VST. Saikumar 94432 94170 vstsaiikumar@gmail.com
Name of the IQAC Co-ordinator	Dr. T. Jayabal 7402168639 jayabal@rmv.ac.in
Year of establishment of the college	1956
Affiliating University	Tamil Nadu Physical Education and Sports University, Chennai
NAAC Grade, Re-Accredited Year and CGPA	B Grade Year 2016 CGPA 2.32
Extension of Autonomous Status	2017-2022
College Committee Meeting	Regular meetings are conducted and the suggestions are reported
Governing Body Meeting	Regular meetings are conducted and the suggestions are reported
Board of Studies	Periodical meetings are conducted and the curriculum based on NCTE norms is implemented. Suggestions from the stakeholders are duly considered.
Academic Council Meeting	Regular meetings are conducted and the suggestions are reported

IQAC activities - Action Plan - Minutes of Meeting - Submission of AQAR - Activities	Meetings are held and the progress of academic and administrative activities is evaluated from time to time
Current Academic Activities of the Institution	
Programmes offered	UG-Bachelor of Physical Education (BPED) PG-Master of Physical Education(MPED) M.Phil - Master of Philosophy Ph.D - Doctor of Philosophy (part-time and full time)
Permanent Faculty members	8
Permanent non-teaching and supporting staff	10
Students	150
Major features of the Institutional Context	Governed by Ramakrishna Mission, known for Indian culture and philosophy Sri Ramakrishna Mission Vidyalaya Maruthi College of Physical Education is specially meant to prepare an ideal physical education teacher with emphasis on man making and character building education 60 years of meaningful existence Good research ambience Highly committed, dedicated and qualified staff
Date of visit	10.05.2017
Composition of the External Peer Team	1.Dr. S.Alagesan, Professor and Head Ramakrishna Mission Vivekananda University Faculty of General and Adapted Physical Education and Yoga, Coimbatore. 2.Dr.S.TN. Rajeswaran, Dean, Faculty of Education, Bharathiar University, Coimbatore.

Section II: Criterion Wise Analysis

Curricular Aspects	
Curriculum Design and Development	Curriculum is designed and based on the local needs with learning outcomes. Courses are focused on employability, entrepreneurship and skill development.
Academic Flexibility	The syllabus in each programme and each course offers flexibility. Autonomous status of the institution gives sufficient space for modifying the syllabus based on the changing scenario and need of the stakeholders. Choice Based Credit System (CBCS) is made effective by providing many courses in allied and non-major subjects.
Feedback Mechanism	• Structured feedback mechanism exists. • Feedbacks from all stake holders are considered during curriculum revision.
Curriculum update	• The stakeholders are invited for the Board of studies and Academic council meetings. • Modifications and revisions in the curriculum and syllabus are made through concrete and healthy deliberations of these members.
Teaching- Learning and Evaluation	
Admission process and students profile	• Transparency in admission process. • Structured mechanism in reviewing the admission process through admission committee. • Strict adherence to the rules of reservation policy given by the state government.
Catering to diverse needs	• Orientation programme is in practice for freshers. • Slow learners and advanced learners are identified and catered accordingly. • Counseling and mentoring system is in place.

Teaching-Learning Process	• Student centric teaching-learning methodologies are adopted to enhance learning experiences. • A well planned academic calendar is in place. Learning management system is in practice. • Subject Allotment and Work load: This is done efficiently with the advice of the principal at the staff council meeting Question pattern and evaluation: • Question pattern for Continuous Internal Assessment (CIA) - I (25 Marks) and Continuous Internal Assessment – II (CIA) (25 Marks). • Pre - semester and semester question pattern for Core Papers / Elective Papers (75 marks) were: ➤ Part I : Write the answers to all the questions (Two Questions from each Unit) 10x2 = 20 marks ➤ Part II: Write short notes (either /or method) Answer all the questions (Two questions from each unit) 5x5marks ➤ Part III: Answer in detail (Essay type Question): Answer any three questions out of five questions (One questions from each unit) 3x10marks • Supportive Paper (25 marks): ➤ Part A : I. Fill in the Blanks (5x 1mark) II. Describe the objects (5 x 1mark) III. Answer in one sentence (5 x 1 mark) ➤ Part B : Answer in details any two out of four questions(2x5=10 marks)
Teacher Profile and Quality	• Well qualified and experienced faculty members are in roll. • Adequate faculty development programmes were organised. • Seminars, conferences, workshops were organized by the staff and attended the same conducted by other institutions.
Evaluation Process and Reforms	• Security code in the mark sheet is in practice. • Semester results were published through website and students can download the mark sheet.

Research, Innovations and Extension	
Promotion of Research	- Financial support is provided to the faculty members for attending conferences/seminars. - The thrust areas of research prioritized by the institution are fitness, adapted physical education, training methods, sports psychology, exercise physiology, sports medicine and yoga.
Research and Publication output	04 research papers (International Peer Review Journals) and 13 research papers (National Peer Review Journals) are published. - Four M.Phil scholars (2015-2016) attended the 10th Convocation of Tamil Nadu Physical Education and Sports University on 31.03.2017 at Raj Bhavan, Chennai. Mr. K. Vishnuvardhan Reddy, M.Phil scholar of our college, received Gold Medal from the Hon. Governor for securing University first rank.
Consultancy	Consultancy services are provided and revenue generated.
Extension Activities	- Extension activities are highly appreciable. - Institution involves the local community for extension activities.
Collaborations	MOUs are executed to promote knowledge sharing.
Infrastructure and Learning Resources	
Physical Facilities	- Class rooms are integrated with ICT facilities. - Adequate indoor and outdoor infrastructure for sports and games. - On campus residential facilities are available. - The new building block, 'Fitness Centre and Sports Sciences Resource Centre' funded by UGC South Eastern Regional Office, Hyderabad was inaugurated by Swami Suviranandaji Maharaj, Assistant General Secretary, Ramakrishna Mission and Math, Belur Math, Kolkata on 03.10.2016.
Maintenance of Infrastructure	- Centralised maintenance facility is available. - Established procedures and systems are in practice.

Library as Learning Resource centre	• Adequate books in library. • Optimal utilization of library facilities. • Library has separate section for the research - oriented courses (MPed, MPhil and PhD) scholars. • Security system has installed • Fully automated • National library and information services infrastructure for scholarly content (N-LIST), e-journals were available.
ICT as learning resource	• Student: Computer ratio is good. • LAN and Wi-Fi facilities are available with good internet speed of 150.MBPs.
Maintenance of Campus Infrastructure	• Centralised maintenance facility is available. • Established procedures and systems are in practice.

Student Support and Progression	
Student Support	• Rs.7,10,150.00 is provided as scholarship to 111 students from Tamil Nadu government. • Rs. 3,00,000.00 is provided as scholarship for 15 outstanding students in sports and games instituted by the management Sri Ramakrishna Mission Vidyalaya. • Holy Mother Sarada Noon meal scheme is in vogue.
Student Progression	• 55 students were placed on and off campus placement. • 41 students have taken up higher studies.
Student Activities	• Students council is active. • Student participation in co-curricular and extra curricular activities is appreciable. • Sports achievements: 25 students have been selected to represent the Tamil Nadu Physical Education and Sports University in the South Zone Inter University competitions

	• Centralised Alumni Association is in place. • Academic contributions of alumni members are good. • Periodical alumni meetings were organised.
Governance and Leadership	
Institutional Vision and Leadership	• Well defined vision and mission. • Regular interactions with stakeholders.
Organizational arrangements	• The administrative functions of the institution were carried out in a participatory manner through committees. • Major administrative decisions of the institution were taken in the meetings of the college committee, governing body, board of studies, and academic council.
Strategy Development and Deployment	• Well organized structure of the management. • e-governance has been implemented in certain areas.
Welfare measures support for staff	• Various welfare measures are available. • Performance appraisal is in place. • Transparency in recruitment process.
Financial Management and Resource Mobilization	• Resources are optimally utilized. • Internal and external audit are in place.

Innovative practices	
Internal Quality Management	• Regular IQAC meetings were organized and inputs were received and implemented. • Significant contribution in quality assurance. • Adopted various quality initiatives. Academic audit is conducted and suggestions are implemented.
Inclusive practices	• Staff members have been given exposure about the inclusive education and they are also encouraged to participate in the national level seminars and conferences related to adapted physical education • Adapted game organized at the school for the disabled • Curriculum part reflects the inclusive practices i.e. Special education, Rehabilitation and remedial programme

Stakeholder Relationships	• All the activities of the institution are uploaded in the institution's website periodically. • The stakeholders of the institution have an active role in the overall planning and developmental activities of the institution
Best Practices	The institution's best practices are: • Adapted games and rehabilitation programme for persons with disability • Serving the society through sports coaching

Section III: Overall Analysis

Institutional Strength	• Qualified and competent faculty. • Autonomous status. • Well organised governance and Research culture.
Institutional Weakness	• Most of the students are finding it difficult to follow the English medium, particularly the post graduate students • Many of the students are introverts, and low in self-confidence • Less number of students are qualifying in the competitive examinations.
Institutional Opportunities	• Even though the students are introverts and are not confident, but they are having talent, which can be nurtured • Many educational institutions, both schools and colleges are coming forward to conduct campus interviews and to recruit our students as they find the students of this institution as sincere, punctual and disciplined when compared to the students of other colleges.

	• College management gives lot of encouragement to conduct number of extra curricular and extension activities, which enhances the personality of the student – trainees. • Sacred atmosphere, with the learned teaching faculty, and best infrastructural facilities are the salient features of the institution.
Institutional Challenges	• Students are coming from various colleges and various backgrounds, initially they find it difficult to adjust with the disciplined nature of the institution. • Students are not good enough in English and in basic computer skills.

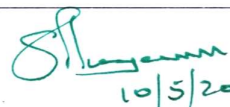
Section IV: Recommendations for Quality Enhancement

- More number of research articles may be submitted by the faculty.
- Computer and Communication skills may be offered focusing on improving employability and entrepreneurship.
- Efforts may be enhanced for the students to qualify in the competitive examinations.
- Workshop cum officiating examinations may be conducted for various games.

I have read the report and agree with the report.


10.05.2017
Signature of the Principal

Signature of the External Peer team members:

Dr. S. Alagesan Professor and Head Ramakrishna Mission Vivekananda University Faculty of General and Adapted Physical Education and Yoga Coimbatore - 641 020	 10/5/2017
Dr.S.TN. Rajeswaran Dean Faculty of Education Bharathiar University Coimbatore - 641 046	 10/05/2017