

R.V.R. & J.C.COLLEGE OF ENGINEERING

Physical Education

DUTIES AND RESPONSIBILITIES OF PHYSICAL EDUCATION DIRECTORS

Physical Education makes a person energetic, enthusiastic, physically fit, determined and optimistic which has a long implication lasting throughout his life.

Students of our college are naturally getting motivated to exhibit their talent in many sports/games competitions with the infrastructure provided and have been proving that they are competent with the other colleges of the region by bagging various positions in several Intercollegiate Sports & Games meet. The department continues to strive in maintaining its efforts to raise the level of competency in students through continuous up gradation of the facilities and infrastructure provided to the student community. Hence the Physical Directors perform the following duties and take up the stated responsibilities to promote Physical Education and sports culture in our College to the best.

Senior Physical Director

1. Preparation of sports calendar for each academic year on the basis of University calendar.
2. To convince sports committee meetings.
3. To conduct selections for students and form teams and participate in various Inter-Collegiate, University and State level Sports and Games competitions.
4. To evaluate essential fitness among students selected for different competitive sports, at the beginning of academic year.
5. To facilitate training and coaching of selected students for various Inter-College, Inter-University games and sports competitions.
6. Preparation of budget for every academic year.
7. To purchase sports goods as per the purchase policies framed.
8. Maintenance of equipment's and facilities.
9. To conduct and assist inter-collegiate tournaments.
10. To assist University in conducting inter-collegiate and inter-university sports programs.
11. To conduct intra mural competitions in sports and games for students.
12. To assist the Principal in maintaining discipline and healthy atmosphere in the College.
13. Preparation and submission of annual report at the end of every academic year.
14. To promote personality development and leadership qualities among students.
15. To develop moral and ethical values among students.

16. Attend Physical Education related meetings, workshops etc. as required
17. To maintain following Registers: Indent book, Meeting minutes book, Stock register, Condemned items register, Issue register and records of students achievements and personal achievements.
18. The detailed report of the Physical Education department to be submitted to the IQAC cell at the end of every year and also play a vital role during NBA, NAAC and any other peer team visits to college.
19. To assist in organizing national festivals like Independence and Republic Days.
20. To assist recognized state associations/organizations as a team coach, manager for National, International championships and officiating & organising sports championships with prior permission of Principal.
21. Accompanying College, University teams in different designations (or responsibilities) such as, coaching the university teams, accompanying as a team Coach/Manager/Observer/Trainer for Inter University Competitions, conducting and assisting inter collegiate and inter university championships which shall be treated as OOD 'On Official Duty' and the absence shall be certified by the university.
22. The activities and achievements of the P.E. Department to be displayed in the college notice boards, college website, etc.

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Services provided in the college:

1. Educate and encourage students about utilizing the available sports facilities and equipment's.
2. Conduct classes of physical activities such as yoga etc for mass participation (comprising every student of every class).
3. Coach and train students in athletics, major sports and games. Possible areas of training, coaching services, are identified by the college pertaining to facilities available and support the students in any of sports, games and Physical activities. The sports & games enlisted in ANU and other universities and other sports federations are given due consideration.
5. Take measures and help students to overcome disciplinary problems.
6. Inspire students by real life stories of successful sportsmen and aid them to take up challenges.
7. Channelize the energy and leisure time of students towards worthwhile healthy practices.
8. Enlighten staff and students about the latest trends and innovations in the field of health, fitness and sports.
9. Discussions about what physical education comprises of and how best it can aid in academic achievements of the students.
10. Motivate and educate fellow colleagues to involve themselves in sports activities. (Utilize sports facilities and equipment's available.)
11. Encourage every student to actively participate at least in any one form of physical activity.
12. Counsel the students and help them to handle difficult situations.
13. Act upon the feedback of sports committee accordingly.

Best Practices

1. Counsel and guide students in fitness related issues.
2. Coach students who are highly competitive for participation in inter university, state, national and international competition.
3. Promote mass participation of students in activities enhancing health related fitness.
4. The Physical Directors help the institute in beautification of the campus, conduct of events related to making the campus eco-friendly, development of greenery and monitor the students who use their own vehicle to reach the college.

Formation of College Sports Committee

Sports committee comprises the Principal of the College as the committee chairman, Senior Physical Director as the convenor, few faculty members who have contributing interest towards Physical Education and Sports as members, the main office personnel as one among the members and student representatives. The duration of the committee shall be for two academic years, during which they will meet to plan, discuss and execute the activities as scheduled by the Physical Directors.

Role of sports committee members:

1) Principal - Chairman

To monitor and to take decisions on every aspect of the sports committee's function and resolutions.

2) Senior Physical Director – Convenor

As mentioned in: Duties, responsibilities and services performed by Physical Director's.

3) Faculty members

1. To assist in organizing all sorts of activities planned by the Physical Directors.
2. To encourage the students to actively participate in sports and games at various levels of competitions - inter College, inter-university, district, state, national and international levels.
3. To educate students to avail the benefits of Physical Education.

4) Office representatives

To guide official requirements, methods and means of allocating and utilizing the available financial resources

5) Student Representatives

1. To motivate the students to participate in activities planned for them.
2. To communicate the problems, grievances and suggestions of the students related to the programs of the department.