



SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE

(An Autonomous Institution)

Puducherry - 605 107



VALUE ADDED COURSES

Policy
Version 2.0





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NOTIFICATION

Ref: **SMVEC / IQAC / ACAD / JAN 2023**

Date: **10-01-2023**

In the pursuance of the resolution passed by the Governing Body Meeting at its meeting held on December 31, 2022 in its resolution no. GB 2022.05.09 and the decision was taken by the Management of SMVEC

It is hereby notified for information of all concerned that the Sri Manakula Vinayagar Engineering College, Puducherry has published the policy for Value Added Courses. This will come into force with immediate effect.

AA Arivalagar
Dr. AA. Arivalagar

IQAC coordinator/

Dr. A.A. ARIVALAGAR, M. Tech., Ph. D.,
IQAC Co-ordinator
Sri Manakula Vinayagar Engineering College
(An Autonomous Institution)
Madagadipet, Puducherry-605 107.

AA Arivalagar
Dr. AA. Arivalagar
Dean Academics (Core)

S. Anbumalar
Dr. S. Anbumalar
Dean Academics (Circuit)

Dr. S. ANBUMALAR, B.E., M.E., Ph.D.
DEAN ACADEMICS
Sri Manakula Vinayagar Engineering College
(An Autonomous Institution)
Madagadipet, Puducherry - 605 107.

V.S.K. Venkatachalapathy
Dr. V.S.K. Venkatachalapathy
Director cum Principal

DIRECTOR CUM PRINCIPAL
SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE
(An Autonomous Institution)
Madagadipet, Puducherry-605 107.



POLICY FOR VALUE ADDED COURSES

DESCRIPTION

Value Added courses (VAC) are offered by institution for holistic development and empowerment of students. Value Added courses shall enhance the curriculum by amplifying, supplementing, and filling in the gaps, if any. Value added courses are offered for imparting transferable and life skills to all the students. In the broader perspective to serve society, students shall be encouraged to get certification, wherever possible.

GUIDELINES FOR CONDUCTING VALUE ADDED COURSES (VAC)

I. For Students

1. It is mandatory for each student to register for a minimum of two value added courses (offered by institution/department) per academic year.
2. Students pursuing UG/PG programs are required to attend two VAC as minimum in every academic year of his/her program.
3. Attendance is mandatory for the completion of VAC as per the institution norms.
4. As VAC is a non-credit but an audit/passing course, it is essential for students to clear/complete the value-added course in which they are enrolled otherwise they need to repeat.
5. The feedback is collected from the students for every VAC
6. Based on the feedback, impact analysis is done. If any upgradation of technology/ tools usage are required which will be covered in the last session of the course.
7. Student shall be issued a course completion certificate by the department/institution after passing the course.

II. For Institution/Department

1. Institution/department must appoint a coordinator for the smooth functioning of VAC at Institution/departmental level.
2. Value added course must be offered as a non-credit and an audit/passing course.
3. The Institution/department coordinator should ensure students' enrollment in one value added course per academic year in every program offered by the Institution/department.
4. VAC should be offered in every UG/PG programs per academic year except for seven and Eighth semester.

5. Value added course(s) should be designed as per the need/requirement of students enrolled in the institution/department in a particular program and has to be discussed in Board of Studies. The duration of the course should not be less than 30 hours.
6. Contents/Syllabus has to be clearly defined along with the evaluation scheme (Practical /Jury/ Viva/ Seminar/ Hands on Training/ Industrial Training/ Field Visit/ Workshop/MOOC).

Teaching Methodology

These courses are taught to the students by the faculty members who have expertise and undergone training in the respective fields. The faculty members who have undergone one week faculty development program conducted by AICTE and qualify them to handle Human values in the Induction program for first year students. The other courses are offered in the subsequent semesters and handled by the teachers with relevant expertise. Classes include lecture hours, practical sessions, field work or hands on training. External experts are also invited to add value to these courses.

Evaluation Procedure

Evaluation of each value added courses involves its own methodology. The evaluation procedure is done in combination of these procedures namely multiple choice questions/ assignment/ activity oriented/ presentation/ Model making / case studies. The evaluation procedures for all these courses are discussed in Department Advisory Committee and Department Consultative Committee and discussed with Dean Academics and Head of Institution for implementation. Before implementation, the procedures are placed before Board of Studies for approval and endorsed in Academic Council. These courses have Internal Assessment only. But a compulsory pass is mandatory in these courses is a necessary to obtain the degree.