



VINAYAKA MISSION'S RESEARCH FOUNDATION

(Deemed to be University under section 3 of the UGC Act 1956)



ENVIRONMENTAL STUDENTS CLUB

A GUIDELINE TO STUDENTS



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GUIDELINES FOR ENVIRONMENTAL STUDENTS CLUB

1. PREAMBLE

A club is a group of students with a designated purpose who are not specifically regulated by a department/institution other than Student activities. Because the management of the club is intended to be a student learning experience, the day-to-day activities of the club are carried out by student members, although clubs must contract with an advisor.

The purpose of student club at Vinayaka Mission's Research Foundation (Deemed to be University) (VMRF(DU)) is to provide a structure through which students may exercise their right to freely associate in pursuit of a common purpose or goal that enhances community at the university and its constituent units. Recognized student clubs create opportunities for leadership development, learning, student engagement, and fostering of shared interests.

In this context, VMRF(DU) has several students' clubs to developing skills of the students and make them life ready as per the UGC quality mandate. The club activities play an important role in determining and directing the passion and interest of students, beyond their academic pursuit. The extracurricular activities organizing by these clubs teach the students practical factors of life, making them not only job ready but making them ready to face the uneven path of survival in the world of cut-throat competition.

2. SHORT TITLE AND COMMENCEMENT

This guideline shall be called "The Guidelines of Environmental Students club (The EVSclub) of the Vinayaka Mission's Research Foundation (Deemed to be University), Salem. The Guidelines shall come into force on and from the date of approval of the University.

The Environmental students club is a voluntary group which open to all students and promotes the participation of students in learning about, and improving their environment



3. OBJECTIVES OF THE CLUB

Environmental students club will empower students to participate and take up meaningful environmental activities and projects. The Objectives of the Environmental students' clubs are defined as follows

Motivate the students to keep the campus green and clean

1. To promote **Green initiatives** by tree plantation
2. To train and produce qualified students who are more creative and innovative oriented personnel in agricultural and environmental areas
3. To make students understand about environment and environmental problems
4. Promote the ethos of conservation of water by minimizing the use of water
5. Motivate students to imbibe responsible habits and lifestyle for minimum waste generation, source separation of waste and disposing of the waste to the nearest storage
6. To facilitate students' participation in decision making in the areas related environment and development
7. To inculcate the students about the importance of 3R (Reduce, Reuse, Recycle)

4. MEMBERSHIP

Membership is open to all VMRF(DU) students and alumni exclusively. Currently enrolled students must be allowed to join any recognized club. To recognize the Environmental students' clubs at the constituent colleges/schools, it must have at least 10 student members in the respected campus



5. ADVISOR

The EV club require Faculty advisor who is the faculty of the university and its constituent unit. The faculty advisor has the following responsibilities

1. Act as the College/School's representative
2. Is the coordinator between the institution and the club
3. Is knowledgeable about the purpose and program of the club
4. Meets at least once a semester with the group to discuss goals, needs, and activities
5. Ensures that the members of the club are informed of institution policies, procedures, rules, and regulations
6. Attends at least one meeting of the club per semester
7. Attends at least one activity, program, or event sponsored by the Student Club or Organization
8. Ensures that requests for college services or appeals of administrative decisions are processed through the faculty/staff advisor
9. Helps to enrich the co-curricular experience of the members
10. Encourages and supports the group as it conducts an active and significant activities, and supports the broad educational purpose of the institution
11. Communicate to the Head of the institution and university immediately when the club is disbanded or becomes inactive.

6. CLUB RESPONSIBILITIES

The Environmental students club has the following responsibilities to its faculty advisor:

1. Meets with the advisor on a regular basis and keeps the advisor informed of



the overall activities of the club

2. Informs the advisor, well in advance, of the schedule (date, time, and venue) of all meetings, activities, and events organized by the club
3. Processes requests for college/school/university services through the faculty advisor
4. Gives the advisor an opportunity to express an opinion on issues that affect the welfare of the club and the interest of the institution

7. REGISTRATION

The Environmental students club at the institution must be created by the students. The students interested in starting Environmental students club must complete the new student club proposal form enclosed as Annexure – I. The filled form shall be submitted to the Office of the Director (Student's Welfare) through their faculty advisor and Head of the Institution.

The advisor of the club will review the constitution to ensure that the document is complete. If there are any mistakes or missing information, he/she will return the document to the student to make the appropriate changes. The student will re-submit any necessary changes to the advisor.

Further the advisor of the institution will discuss the proposal with the Director (Student's Welfare) of the university. The proposal will be considered or denied. If the proposal is approved by the university, the club will be allowed to initiate the activities as per guidelines of the club. Periodical meeting will be conducted with university, faculty advisor and officers of the club to review club policies and procedures.



8. OFFICERS OF THE CLUB

The Officers of the club and their responsibilities are as follows

| S. No | Designation | Responsibilities |
|-------|----------------|---|
| 1 | President | Chairperson of the club, oversee and delegate of all activities organized by the club |
| 2 | Vice president | Cover presidential role in the absence of president |
| 3 | Secretary | Convenor of the club meetings, communicate to other on behalf of the club |
| 4 | Treasurer | Finance related and budgeting |

The term of officers shall be two years and eligible for reappointment

9. ENVIRONMENTAL STUDENTS CLUB ACTIVITIES

Environmental students club activities shall be providing the students with the opportunity to learn more about their surrounding and participate in service projects in the community. The list of few activities of the club as follows

1. To implement the central and state government scheme related to the club objectives such as UGC's – One Student One Tree etc
2. Collect and distribute indoor plants to improve classroom air quality
3. Write and environmental tips/Quotes in the club notice board to create the awareness among the students
4. Set up debates on Environmental issues
5. To conduct the activities on the environmental Theme Days (the list is enclosed in Annexure II)
6. Necessary steps to be taken with the help of the institution to save energy on campus



7. To give the awareness and motivating the students about the importance of recycling (conduct Exhibition)
8. Implementation of organic garden in campus with prior of the institution
9. To assist the institution to become Plastic – Free Campus
10. Conducting the cultural activities like, Mime shadow shows, puppet shows to bring awareness among the public
11. To organize awareness programme environmental conservation
12. Preparation of seed balls, to create a forest to bring good rain fall
13. Conduct a Photojournalism competitions among the students to bring awareness about the environmental issues like (Water conservation, forest conservation, etc.,)
14. Celebrating the Eco-Friendly functions/events (e.g., VinayakarChathurti (preparation of handmade clay Vinayakar by students))
15. Observe the “SILENCE HOUR” receive the benefits of silence hour

10. CLUB MEETINGS

The Environmental students club shall meet as meet as often as may be necessary but not less than one per month. Not less than 7 days' prior notice shall be given of a meeting of the club.

One third of the total number of members of the club shall constitute the Quorum for the meeting of the Environment club

11. MODIFICATION OF THE GUIDELINES

The above guidelines are subject to modifications from time to time as per as the decisions of the University



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VMRF(DU) ENVIRONMENTAL CLUB

Annexure - I

Copy of the Registration Form



ENVIRONMENTAL CLUB REGISTRATION FORM

(This form shall be filled, and the copy sent to the Office of Director (Student's Welfare))

1. Name of the Students club : _____
2. Name of the Institution : _____
3. Year of registration : _____
4. Reason for registration
 New Organization
 Renewal
 Officer Change

5. Particulars about the Officers

| S. No | Reg. No. | Batch | Name of the student | Designation in the club | Mobile | Email | Signature |
|-------|----------|-------|---------------------|-------------------------|--------|-------|-----------|
| 1 | | | | President | | | |
| 2 | | | | Vice president | | | |
| 3 | | | | Secretary | | | |
| 4 | | | | Treasurer | | | |

6. Particulars about the Member

| S. No | Reg. No. | Batch | Name of the student | Mobile | Email | Signature |
|-------|----------|-------|---------------------|--------|-------|-----------|
| | | | | | | |
| | | | | | | |



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| S. No | Reg. No. | Batch | Name of the student | Mobile | Email | Signature |
|-------|----------|-------|---------------------|--------|-------|-----------|
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|----------------|-------------------------|--|
| Recommended by | Faculty Advisor | |
| Recommended by | Head of the Institution | |
| Approved by | Director (SW) | |



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Annexure - II

Environmental Theme Days



ENVIRONMENTAL THEME DAYS

(This form shall be filled, and the copy sent to the Office of Director (Student's Welfare))

| MONTH | THEME DAYS |
|--|--|
| January 30 th | National cleanliness day |
| February 16 th | Green audit |
| March 3 rd | World wildlife day |
| March 22 nd | World water day |
| April 22 nd | Earth day |
| May 17 th | Endangered species day |
| May 22 nd | International day for biological diversity |
| June 5 th | World environment day |
| June 28 th | World nature conservation day |
| September 16 th | World Ozone Day |
| September 18 th | Green consumer day |
| September 26 th | World river's day |
| October 13 th | International day for natural disaster reduction |
| October 21 st | World earthworm day |
| November 9 th to 15 th | National recycling week |
| December 2 nd | National pollution control day |
| December 5 th | World soil day |



ACKNOWLEDGEMENT

As part of the implementation of DEEKSHARAMBH, a quality mandate of UGC, a guideline to Environmental Student's Club (EVS Club) is prepared by Prof.Dr.R.S.Shanmuga sundaram, Director (Students' Welfare), VMRF(DU) based on the direction from the University with the help of Mrs.Brinda Devi, M.Phil.(Environmental Sciences), Associate Professor, Vinayaka Mission's College of Physiotherapy, Salem