

4.4.2

Procedures and Policies for maintaining and utilizing physical, academic support facilities: Library, Laboratory, computer lab, classrooms

For proper functioning of the college the college has formed various committees like College Development Committee, Library Committee, Purchasing Committee . The College ensures the optimal allocation and utilization of the funds for maintenance of infrastructure and purchase of new equipment..

College Development Committee: The College Development Committee of the College reviews the proposal, which is further approved by the Principal. The quotations are invited and the equipment is purchased from the shops and services with the lowest quote. The record of the equipment is maintained in the stock register. At the end of the financial year, the College carries out an Internal Financial Audit.

Library: Library Committee of the college looks after the library. Planning and decision taken regarding library requirement is taken by the committee and conveyed to the authority of the college. The garden is maintained by Garden committee, and the upkeep of library is done by the staff of library and library committee.

Labrotaries: Physical verification of the laboratory equipment is done every year to ensure the maintenance of laboratories. The Computer Desktops, Water Tanks, Water pump and R.O System are maintained through the respective companies by the concerned committees. Fire extinguishers are installed and are checked.

Classrooms: Every year the Time Table Committee of the college schedules makes allotment of various classes according the classroom sizes and the student strengths. The institute has adequate and spacious classrooms with sufficient desks and enough ventilation. For the maximum use of the available classrooms the schedule and the assignment of the classrooms is decided by time table Committee..

Sports facilities: Our college has very spacious ground having sports facilities like sports department, sports ground, running track, volleyball, Kabaddi, kho-kho ground, long jump, high jump ground, space for javelin throw, discus throw etc. These facilities can be used by all stakeholders. CDC and the Dept. of Sports takes decision regarding needs and reparations of the facilities provided .

Computer Lab: Our college has a Computer lab. Computer service is provided to the student community of the college with internet facility . The computer facility is used by the students according to their needs. Free Wi-Fi facility is provided to the students of the institute. Maintenance of the computers is done with the help service provider and technicians for this purpose.

Protection and Security of Physical Facility : The security of the College is maintained by the security guards. A number of CCTV cameras have been installed to monitor the infrastructure.