

#### **4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

**2019-20**

Right from its inception, the college has been improving its infrastructure to meet its ever increasing growth. The college has upgraded its IT infrastructure by making it a hi-speed Wi-Fi campus and also have equipped 06 number of class rooms with complete ICT tools. Renovation of old blocks and modernization of laboratories is done to meet the ever changing academic requirements.

The college has various committees to maintain and utilize physical, academic and sports facilities. College Advisory committee and College Development/Maintenance and Repair committee looks after the repair and maintenance of the physical infrastructure of the college.

The library committee is responsible for record keeping. Purchase of new books and journals are upgraded by the library committee. Time table committees ensure the proper distribution of workload of the teachers. The college has 140 bedded boys hostel and 40 bedded girls' hostel inside the campus. Hostel committee along with the Warden ensures the maintenance and up gradation of the physical infrastructure of the hostels and the quality of the food is checked through random visits by the hostel committee and principal of the college. Old block and New Block of the Boys hostels are being repaired and renovated. Cleanliness of the campus is ensured on daily basis. Practical batches are prepared to offer hands on experience to students. Practical sessions are held in the morning, afternoon and evening to allow full use of laboratory space. Science labs are fully equipped with necessary equipments and practical are conducted in a structured manner. All the labs have lab technicians and lab assistants. Outdated equipments, chemicals and instruments are discarded by standard procedure. The college has one fully developed smart classroom. Considering the technological expertise in the demanding world the teachers equip themselves with the latest development and various online teaching methodologies. The college ensures the availability of the latest equipment and up-to-date infrastructure for sports facilities in the campus. The Physical Director regularly reviews the stock of equipments. New equipments are added and old/worn out are written out. The administration of college accesses the necessary requirements of the class rooms, laboratories, books and other infrastructural resources from each HOD well before the beginning of the academic session. An allocation of Class rooms is made as per the number of students enrolled in a course. The college has a dedicated administrative block which houses office of the Principal, Accounts Section, Conference Hall, Secrecy Section and the General Section. The library has subscription to several e-portals like INFLIBNET, NLIST which helps the students and teachers to access available online database. Separate reading room for the faculty members is available in the library. The library has sufficient number of books of various subjects and for every academic year new books/Periodicals are purchased on the basis of requisitions obtained from the respective departments. Also needs and recommendations of the faculty pursuing research are taken into consideration. Newspapers, Magazines, etc. are also available in the members is

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