

4.4.2

Procedures and policies for maintaining and utilizing physical, academic and support facilities -laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words)

The various facilities available in the institution needs regular maintenance and time to time upgradation for the better curriculum delivery. For this purpose, the Institution has formed Special Committees as follows;

1. Maintenance Committee- Maintenance of IT facilities of the College (3 Members)
2. Purchase Committee- Maintenance and Purchasing of new Physical and Academic tools, equipment, stationaries in laboratory, library, sports and classroom etc. (4 Members)

These committees look afters regularly the various needs and maintenance requirements related with infrastructural and academic facilities of the Institution. Whatever the requirements occurred are reported and forwarded to the Principal and accordingly the requirements are made available. Recognizing the importance of IT as a complementary process in education the College is committed to upgrading its IT infrastructure and associated facilities on a regular basis. The College administration in coordination with the IQAC makes plans and decides strategies regarding this matter.

In addition, the infrastructural maintenance in the departments of college like science, sports and library is taken up on the recommendation of head of the respective department. Periodic upgradation of books and journals are done according to the needs of the students and faculties of various departments. Sports facilities are also upgraded. The upgradations are notified to the students for the proper utilization.