

Maintenance of Campus Infrastructure

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

The college takes direct initiative in the maintenance and utilization of infrastructure and support facilities. The suggestions and requirements from the departments are put forward to the Principal and taken action immediately. Major Constructions of buildings, renovations and up gradations are put forward the Planning Board Committee which takes initiatives for inviting quotations for infrastructure.

Maintenance of Laboratory infrastructure and facilities.

The purchase of laboratory equipments and other chemicals, specimen etc. is done by the Purchase Committee of the college as per requirement sent by the teaching departments. Major constructions are supervised by the Construction Committee of the college while minor repair works are done under supervision of the concerned department. Laboratories are properly maintained by each department. Stock verification is done by the faculty and Lab assistants in charge of it

Maintenance of Library:

The Librarian along with Library staff ensures the smooth functioning of the library by taking care of its requirements and timely maintenance. The Library follows Library rules for the maintenance of resources. The Library Advisory Committee plays an active role in taking major decisions for the library. There is a Library Committee which is responsible for making necessary purchases as per recommendations received from the teaching departments of the college.

Maintenance of Classrooms:

The classrooms are well maintained and provided with lights and fans. The facilities are periodically maintained using management funds. Most of the departments maintain departmental libraries with proper stock and issue register. Yearly maintenance in ICT equipments, furniture and electric equipments are made.

Maintenance of IT facilities:

The Principal of the college makes necessary purchases as per the recommendations received from the teaching departments/ administrative office of the college. Any repair beyond the system caretaker, external agencies are called for.

Maintenance of Sports facilities:

There is a Sports Facilities Committee for making necessary purchases as per recommendations received from the games and sports sections of the college and other empowered personnel. The committee is responsible for maintenance and up gradation of sports infrastructure and facilities of the college. A sports room houses sports utilities.

Student support and welfare:

There are various sub-committees to look into matters of support services for the students as well as their welfare. The Principal shall be the Chairman of all such bodies. The sub-committee for hostel management as certain smooth administrative functioning of the hostels. The sub-committee (Medical cell) for health care is responsible for managing the health centre of the college. The Yoga Centre organises workshops and awareness programmes, celebrates

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Yoga day in the college for the students as well as for the faculty.

Academic support:

The college has an elaborate academic support mechanism. There is Academic Council Committee for the smooth conduct of admissions. The Examination Cell is engaged in conduct of General examination and home examinations. The authority engages part-time teachers and guest teachers in addition to the regular teachers for the benefit of the learners. Women Cell of the College organises time to time awareness programmes on health and hygiene and women Empowerment.