

AQAR for 2017-2018

Part B. Criterion-IV

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

(i) Laboratory: The respective departments are allotted contingency grants. Departmental meetings of faculty members are conducted by the departmental coordinator, where the state and requirements of the laboratories are discussed. Minor purchases and repairs are carried out from the contingency grants, the bills being submitted to the college office with prior approval of the Principal. Applications for purchase of larger equipments are submitted to the Principal.

(ii) Library: The college has a Library Committee headed by the Principal which holds regular meetings to decide on the procedure of maintenance of the library, allocation of funds to departments for purchase of books, status of automation of library and rules regarding circulation of books.

(iii) Computers: The college has a Computer, Website and Internet Maintenance and Management Committee which deals with maintenance of computers. Any complaints relating to computers are communicated to this committee which arranges for repair of equipment.

(iv) Classrooms: Classrooms are cleaned regularly. An electrician employed by the college is always available to repair lights and fans and switching on the diesel generators during power cuts. On college open days, classrooms are unlocked for cleaning purposes and locked up again after classes are over for the day. Strict vigil is maintained to see that lights and fans are switched off in classrooms not in use.
