

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*)(information to be available in institutional Website, provide link)

All Science streams are supported in their teaching with spacious & well equipped laboratories. These laboratories house the latest equipment required by the students. The upkeep of the laboratories is done by Lab-assistants. They look after the maintenance of the lab; keep students records and also assist the teaching staff in setting up of experiments. Equipment and instruments are serviced and maintained under AMCs.

The library is managed by the Librarian, Library staff and assisted by Library Committee. The library is equipped with computers & Internet facilities for students and staff. Pest control is done periodically to keep the books safe. Regular cleaning and dusting too ensure that books are in good condition. Books and periodicals are issued to students and staff without too many procedural delays. Open access facility made available in all the sections. There is also a mechanism to monitor the footfall in the library. A software is used to keep track of the books issued. E-resources from INFLIBNET are made available to all staff and students. Usage details of E-resources are available from INFLIBNET.

The College has a well-equipped gymkhana & Gymnasium. The staff gymkhana committee along with the gymkhana in-charge look after the facilities provided to the users (Students) of the Gymkhana & Gymnasium. Maintenance of gymkhana equipments is done with the help of Gymkhana attendant & physical education teachers. A Register is maintained for the students who are using gymkhana instruments. Gymkhana sports equipments are issued to students against their valid Identity Cards, there by creating a record of their utility. Gymkhana appoints coaches for several sports like volleyball, cricket, kho-kho, kabaddi, ball badminton, basket ball & footballs. Gymkhana organizes district level tournaments for volleyball, ball badminton, carom & shooting ball, ensuring the optimal use of college infrastructure. Gymkhana also organizes intra college tournaments for Carom, chess, table tennis, ball badminton & box cricket. Gymkhana also organizes athletic meet every year in College Sports day. In addition to this gymkhana organizes inter college tournaments viz. ring football, volley ball, tug of war & box cricket during Dimensions.

Computers are available for the students in various labs including Computer lab I and II, E-learning lab, Commerce lab, Language lab, and PGDPCM lab. Students opting the computers as a subject in TYBCOM, TYBSC and IT are allowed to utilize the labs for performing practical and for developing their projects. Dedicated computers are available for administrative work in the college office. Various departments have computers with internet facility for staff. Students are also provided Internet Facility in the multimedia room. Anti-virus softwares are installed in all machines.

Classrooms are maintained by regularly checking the electrical appliances and LCD projectors installed in them. A team of housekeeping staff ensures the classrooms are kept clean on a daily basis. All 47 classrooms are also utilized optimally for regular lectures and extra lectures. The college office maintains log book indicating the bookings of auditoriums for various events.