

4.4.2. There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

1. Housekeeping is the responsibility of four non teaching employees who sweep and wipe classrooms, desks, benches, verandahs and toilets on the four floors as well as the office, library and ground floor. As they move around the whole college every day, they make a note of malfunctioning taps, fans, lights, broken furniture, civil works and inform the office. This activity is overseen by a supervisor who takes a daily round of the premises. Supervision does not take much time and she otherwise works as an accountant. Electrician, plumber, carpenter and civil contractor are available on call. The chowkidar is available for 24 hours since he has been provided accommodation within the premises. He is basically an electrician and also handles minor plumbing works and ensures that adequate water is pumped from the bore well to the overhead tank. Opening of classrooms in the morning, closing them in the evening, taking a feedback from the safai kamgars, students, teachers regarding any matter that requires maintenance and taking requisite action is also his responsibility.

2. There is a security guard at the gate who controls the entry and exit of people.

3. Our laboratory assistant maintains the computers, printers, projectors, televisions, routers, CCTV system, sound system and other electronic gadgets. Additionally, should any complicated hardware or software problems arise, our scholarships clerk being a qualified hardware person is computer savvy and resolves these very efficiently. We seldom have problems with our ICT facilities.

4. The Computer laboratories (two) have 47 PCs in all and are good but we need to add some more computers.

5, The Digital Class Room is adequately equipped with a server and 5 thin clients for use by students.

6. Of the two computer laboratories, computers in one lab have the English language software installed and also serves as a language laboratory in time slots during which no practicals are being conducted.

5. There is a girls common room on the fourth floor.

6. The Commerce department (room no 101) is located on the first floor for.

7, The Science Department is located on the ground floor adjacent to the library.

8. The library and office are located on the ground floor.

9. A separate space with medical aid facility is made available on the ground floor. In case of emergencies a full fledged hospital (Radhakrishna hospital) is just two km away.

10. The Director and Principal are seated in the office in their cabins located on the ground floor.

11. The two office clerks, the scholarships clerk, an Accountant and a peon who assists the office staff together cater to all the office work.

12. There are nine restrooms in all, and this facility is adequate for students and staff. The ground floor has two rest rooms, one for ladies and one for gents staff. There are two restrooms (one ladies and one gents) on each of first, second and third floor for students, and the fourth floor has one rest room for gents and there is one store room.

13. There is adequate storage space by way of built in cupboards, and steel almirahs for office and library and lockers and steel almirahs for teachers.

14. Albeit small, there is a much sought after functional canteen on the ground floor. If requisition is placed it also caters to delicious home made lunch during meetings.

15. A reprographic facility exists on the ground floor.

16. The ground floor has a large open area where a stage is arranged and is sometimes used for the purpose of conduct of programs and also for indoor games during the annual social gathering.

17. Trees have been planted in the vicinity of the college and there is a small garden with a lawn.

18. Ample parking space exists in the college premises, on either side of the main building.

19. There is a small garden with a lawn and some trees in front of the college building.

20. Our senior college student strength has increased to seventy fold since inception. With the addition of a Junior college, this is a hundred fold as on today.

21. Complete college campus is under CCTV surveillance. 48 cameras cover the entire college premises.

22. A Solar On-Grid System with a capacity of 15KWP has been installed.

23. There is an On-Line UPS with a capacity of 10KVA so that all practical work requiring use of computers goes on unhindered.

24. Library has an MOPAC library application (Cloud Based) with access to all students and Teachers.

The above support and maintenance mechanisms being in place creates an effective ambience for unhindered curricular, extracurricular and administrative activities.