

Procedures and policies for maintaining and utilizing Infrastructure

The institution has chalked out efficient and effective policies for maintaining and utilizing facilities available for the students. The gist of it is as follows.

Laboratory

The institution had established a well-equipped computer lab with internet connection. After teaching theory aspect of a subject, students were given access to utilize the laboratory facility especially in computer training programmes. It was updated time to time as technology changed. The management of the institution has assigned the task of proper maintenance and effective use of lab facilities to the concerned faculty who is qualified and trained in the field. A support staff was given to assist the faculty to look after the lab which enabled the stakeholders for maximum utilization of lab facilities.

Library

As it is a major source of learning, the institution has set well-equipped library in the first floor of the main building. It has spacious halls to accommodate book stack, periodical section, reading room, reference section etc. It is quite efficiently managed by chief librarian who is assisted by supporting staff. A high level committee is constituted to monitor and supervise for maintaining and utilizing library as a learning resource. The institution encouraged and motivated students to visit and sit in the library thereby utilize all the facilities available there. We have open access system which enabled students to use any book of their choice. At the same time text books were lent to students to take home, read and return after a week. SC/ST and other marginalized students were given more books so that they can utilize learning resources to a great extent.

Sports complex

The institution has well set up sports and games facilities. We have well equipped playground in front of the college. It is maintained and utilized properly by Director of Physical Education. There is a Advisory Committee

which is duly constituted with the task of monitoring and supervising of sports and games activities in the college.

After completion of enrolment process, students register their names with faculty of Dept. of Physical Education in various events. After a due process of selection, students were trained after the college hours. Both Indoor and Outdoor facilities were provided to them. They were encouraged and motivated to undergo the training in different events under the supervision of the concerned faculty. Some of the athletes were guided to attend training camps organized by the state govt. at stadium.

As a result, many of our students participated in different tournaments held at various venues and brought laurels to our institution.

Computers

The institution has set up well equipped computer laboratory in order to impart quality training in computer literacy, digital marketing, web designing, creation of blogs etc.

Theory part of computer usage is taught and later desktop is provided in lab so that they gained firsthand knowledge and experience of computer training. A faculty and support staff is entrusted with the task of imparting computer training constantly.

Class Rooms

We have well equipped class rooms with smart board and LCD installed. This technology is used in the process of teaching and learning in our institution. The faculty adopts the device of power point presentation. CC cameras are set up in each class room which are connected to principal's chamber. It is closely monitored and supervised by the principal.

Thus, the institution is maintaining and utilizing these facilities for the betterment of the stakeholders.