

#### **4.4.2- Procedures and policies for maintaining and utilizing services**

##### **Response:**

The existence of any institute is based on its infrastructure and students imparting education. Basic facilities, like class rooms, laboratories with proper arrangement of light, ventilation and furniture etc are adequate as per student strength. This facilitates the quality level of education and it makes an effort to provide maximum facilities within available resources.

##### **Maintenance of Laboratories:**

All labs and resource centers are maintained by the faculty members and duly assigned committees. All equipments and records are maintained by them and also annually verified all stock and damage or discharge and process to right off be done by the concerned committee. These labs provide a practical knowledge to the students for their overall development.

##### **Library:**

The library functioning is continuously developing for overall development of students. For this Government take initiative for converting library to E-Granthalay .Government agencies like RUSA and UGC granted fund for upgrading the technology. Library has 21 additional computers in this scheme by RUSA. All books of library are converting into E- Granthalay but it takes time and all students will have benefitted from it.

##### **Sports Complex:**

Institute has Gymnasium and an adequate playground which helped in maintenance of fitness and co-curricular activity of the students. The institute has sufficient space for indoor and outdoor games. We also have facility for Outdoor games in Government stadium in our city and it provides all type of sports activity. Our sports fund is mainly utilized for participating students in different levels of area. The regular students are properly practicing at the gym and all available sports in campus area. Students successfully participated in many events and win medals for the college. These sports team achieve medals at District, Division, State level and all India Inter University levels.

**Computer Lab:**

All staff of labs maintained stock register and computer maintenance is done regularly by the faculty or technicians of related company so that all computer works properly. For utilizing computers for students institution has wifi inbuilt systems and also have Bandwidth for the same.

**Classroom:**

In institute our faculty provides online lectures to EDUSAT so that maximum number of student is benefited with it. In the pandemic of COVID time all faculty members have regulated on-line classes for the students. As per requirement and as per available resources our institute provides facility of classes with LCD/WIFI/Projector/etc. This will enhance the overall development of students.

Our institute vision is multifaceted development of students for that we have facility of NCC, NSS and Rovers and rangers. We have an Auditorium with adequate facility used for all faculty and extra –curricular activity. For enhancement of our infrastructure RUSA granted Two Crore for construction of multipurpose hall and other new facility. In 2019-20 our institute utilized 50 lac for hall and 26.90 lac for new facility like Computer, LCD projector and many utility for the students