



*Office of the Principal*

# **SANKARDEVA MAHAVIDYALAYA**

*Pathalipahar, Lakhimpur, Assam, Pin: 784163*

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**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.**

**Response:**

Proper maintenance and utilization of physical, academic and support facilities are augmented and maintained through various committees like Development Committee, Purchase Committee, and Library Committee, etc. formed every year by the members of the Teachers' Unit. These committees recommend measures to be taken for the required maintenance on regular basis. The Development Committee looks after the maintenance, repair, and construction work related to the building. Physical infrastructure like water and power supply is looked after by this committee. During the maintenance and up-gradation work, related to civil and electrical works done by the Development Committee. All minor faults are attended and repaired by hired technicians, carpenters, etc. The college has an arrangement with service providers who make periodic visits for keeping the equipment always ready to use. Two Gen Sets are installed on the campus to provide an uninterrupted power supply to the entire college. Stabilizers are also provided wherever necessary to check voltage fluctuations. Fire Extinguishers, Electronic Filters, Computers, Photocopier, Generator Sets, Stabilizers, Air Conditioners, etc. are also available on the college campus.

**Laboratory:**

The college has 2 laboratories mainly for Education and Geography department. The utilization of laboratory resources is ensured by the Heads of the concerned Departments. **In the college, construction work of science laboratory is undergoing progress**

**Library:** Library is a sacred place where the learners can acquire and enlighten themselves by gathering vast knowledge. The Library Committee which is responsible for making necessary purchases as per recommendations received from the teaching departments of the college. The

Library Committee, which meets at regular intervals to discuss various issues related to library facilities, services and activities. The committee works towards improving the overall library infrastructure and resources to make it user friendly. The library has its own rules and regulations and the librarian of this institution is well aware of those ethics. In the absence of the Librarian, it is being run by the ministerial staff and the teachers extend their support in any essential conditions. The certain system and procedures followed for maintaining and utilizing the library resources may be highlighted under: Whenever books are purchased, they are enlisted in the register and later they are made available for the students and faculty staff with the support of a register for lending books. Each student at the beginning of the first semester, are issued a library card and they are allowed to borrow the books during their needs. Returning of the borrowed books is mandatory in the case of both students and faculty members at the time of leaving the institution.

**Sports Complex:** The Games and Sports section in the institution is being looked after by the In-charge of Games and Sports of teacher. All the sports materials and equipment are stored in a sports storeroom under the supervision of the In-charge of teacher. The In-charge maintains the games and sports register with good care. The faculty keeps a record of all the sports equipment available in the college. Students are allowed to use the sports materials only after signing the register and return the same after their sports activities get over. There is a playground where students play different outdoor games like volleyball, cricket, football, etc. The college has facilities for indoor games also.

**Computer:** Computer has become a part and parcel in every walk of life; hence its requirement is felt in every institution. The College has sufficient numbers of computers which are used in offices, various departments and in the computer laboratory. The students can access them in the Computer laboratory at the time of computer practical classes. From time to time Computer and IT infrastructure maintenance and up-gradation are looked after by the college authority.

**Classroom:** The institution provides classroom which is spacious, well-lit, for the students. The college authorities pay great attention to maintaining the classroom and ensure uninterrupted teaching-learning activities. For the smooth running of the department, all Head of the Departments is free to submit their requirements to the principal regarding repairing and maintaining the computer, classroom furniture, departmental furniture, etc. This is later on

executed by the Principal as per the needs of the department. Smart class is taken by the various departments from time to time as per the central routine of the college. All departments have WhatsApp group with the current students where time to time students are communicated if they face any problem regarding their studies. Classes are also taken by Google meet.



(Dr. Sonaram Kalita)

Principal

Sankardeva Mahavidyalaya

Pathalipahar, Lakhimpur, Assam

PRINCIPAL

SANKARDEV MAHAVIDYALAYA

PATHALIPAHAR, LAKHIMPUR