



Procedures and policies for maintaining and utilizing physical, academic and support facilities

Apart from IQAC, the institution has various policy making bodies for the maintenance and utilization of physical, academic and support facilities. The Principal forms a construction committee for the preparation of plans and estimates. The construction committee submits its plan-estimate to the principal. The committees comprise of the college authority and a few faculty members prepare the plan for the year which is placed at governing body for approval. The procedures and policies for utilizing various facilities vary in different extents. Mostly all departments have their own classroom for conducting honours/major classes; but some uses the common classroom for the same. So, the college has two categories of classroom i.e departmental classroom and common class room. The former types are exclusively meant for holding respective classes of the department, while the latter category is shared by many departments as per the central class routine (e.g MIL and English classes). These rooms are also used exclusively during the examination time. So, the Procedures and policies for utilizing and maintaining various facilities vary from department to department. The policies for using the college library are outlined in detail in the college prospectus as well as the college website. There is a library committee monitoring library infrastructure, maintenance and so on. Moreover, the college canteen is monitored by a canteen monitoring committee, which looks into the qualitative aspects. The canteen functions on a lease basis with private partners. The girl's hostel of the college is under the supervision of a hostel committee, which looks after the management aspects of the hostel. A lady warden is stationed in the girls' hostel to manage day to day affairs of the hostel. The gymnasium centre is under the supervision of a shooting range committee.

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