

## **442 – Procedures and policies for maintaining and utilizing physical, academic and support facilities in 2019-20**

**All the following facilities are maintained by the Management and the legitimate stake holders are allowed to utilize them as per the Institutional norms without any discrimination.**

### **(A) Academic facilities**

#### **Classrooms and Assembly Hall**

The Institution has 18 spacious and well-ventilated classrooms in addition to 10 other rooms for support services including Girls' Room, Sports Room, NSS, Office.

All classrooms have the LCD projectors for the use of the ICT.

The College premises is an exclusively independent part of the PK Patel Educational Campus. Separate parking for the faculty and students, drinking water facilities and separate toilets for boys and girls are provided at different places on the campus.

A spacious **Assembly Hall** forms the part of the shared facility.

The whole campus is covered under the **CCTV surveillance** as per the Governments norms. The Institution has the **fire safety facilities** as per the Governments norms. The infrastructure of the Institution is fully maintained by the Management.

#### **Library**

The partly automated College library has also a reading room facility for the faculty and students. The working hours of the library are **from 8 am to 2 pm** while the reading room remains open for the students **till 6 pm**. The students are given two tickets to borrow books. Apart from books of prescribed syllabi and general interest, the students can also avail paper sets of past examinations and CDs from the library. Most library data have been uploaded.

**Three computers** have been provided in the library which the students can use for the academic purpose.

#### **Computers and Laptops**

The Institution has a computer centre with 40 computers and Wi-Fi for the students offering computer as an elective subject in Arts faculty. **Laptops have been provided to all the members of the faculty** to enable them to use ICT. A computer system is provided in the staff room for general use. The Admin office is fully computerised.

### **(B) Support facilities**

#### **Sports and Gymnasium**

The Institution has a shared ground for outdoor sport events which the Institution uses during the training of the sport students and interclass and University sport events. All students can avail of the **Gymnasium facility before and after the college hours till 6 pm at no extra cost**. Necessary kits and uniform are provided to the students who are representing the college at various sport events.

#### **Parking**

Separate parking slots are provided for the vehicles of the staff and students. Besides, a separate slot for the parking of the four wheelers is also provided on the campus.

#### **Canteen**

A shaded canteen on the campus providing fresh snacks is open for all stake holders.