

Procedures and policies

The physical facilities including laboratories, classrooms and computers etc. are made available for the students who are admitted in the college. The students take admission in the desired courses in which fee includes the lab facility too. In addition to it, a non-salary grants are allocated for the maintenance of the laboratories and the classrooms which a part of the teaching and the learning processes. The classrooms boards and furniture facilities are utilized regularly by the students but sometime it is also made available for the other governmental and the non-governmental organizations for conducting the exams like scholarships, etc. when they are not in use. The maintenance and the cleaning of the classrooms and the laboratories are done with the efforts of the non-teaching staff and in major cases the college goes for the maintenance contract to local experts. The college garden is maintained by the gardener appointed by the institute. The college has adequate number of the computers with internet connections and the utility software's distributed in different locales like office, laboratories, library, departments, etc. All the stakeholders have equal opportunity to use those facilities as per the rules and the policies of the institution.

Maintaining and utilizing physical, academic and support facilities

The Institutional mechanisms for maintenance, upkeep of the infrastructure facilities and equipment of the college, is monitored by a maintenance committee. The separate Functional Committee, which comprises of faculty members from each department, is available for maintenance and upkeep of the infrastructure facilities and equipment of the college.

The Functional Committee coordinates with the following members to carry out the above activities:

- Finance Committee
- Sports Committee
- Cultural Committee
- College Development Committee
- Purchase Committee
- Library Advisory Committee

- Examination Committee
- NAAC Committee

In addition to that sufficient number of sweepers and other worker are employed to keep the places neat and clean. During class committee meetings, students' feedback are taken on infrastructure facilities and suitable actions are taken, wherever required. Class rooms are kept clean every day. The corridors are wiped clean with sanitation liquid once every day. Rest rooms in all floors are sanitized and cleaned twice every day. The lawns and gardens are cleaned of any garbage and wastes every day. Tidiness of the entire campus is ensured by the dedicated house-keeping team .In order to provide portable drinking water to the students, water coolers are provided in each floor for each department and cleaning is done every day by the maintenance department. Above all, the infrastructure is refurbished periodically.