

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Physical facilities – The college physical infrastructure is shared with our parent institutions primary and secondary school. For maintenance of a clean campus environment, grade IV staff are assigned to various jobs and duties – cleaning of classrooms, office, library, laboratories, corridors, faculty room, examination room, ladies and gent’s toilet, college compound etc. are done on a regular basis. The three water tanks are being cleaned regularly at intervals by college grade IV staff. Electrical and plumbing related maintenance is done with the help of local skilled persons and the expenditure is done from budget gained by college.

Laboratory – There are four labs in the college. The purchase of laboratory equipment and other necessary material is done by the college authority in consultation with the respective departments. Facilities in laboratories such as fire extinguishers, gas pipes, water taps and electrical works are regularly checked by respective laboratory and maintenance of the same is done with the help of a local vendor and skilled person.

Library - College has a library having collection of text Books, reference books etc. under various classifications. The partial library automation is done through Vriddhi software. Librarian to help students and teaching faculties in searching and lending books in the library. The library aims at providing access to its printed resources such as books and journals for the use of faculty and students. The library stock is increasing every year. Faculty of the college may recommend the purchase of desired or relevant book to the librarian. Books from vendors on approval will be available in the library from time to time. At the time of admission, students are issued digitized library cards which will be valid till their final examination/year.

Sports Facilities- The college has established sport facilities and gym with others equipment. Sport department reports to the Principal regarding the maintenance and requirement of the sport equipment. Every year college students participated in inter-zonal, university level, state level and inter-university level.

Maintenance of ICT Facilities: The ICT facilities of the college are maintained by making necessary purchases and repairing by the college authority as per requisition received from the teaching departments and administrative office of the college. The software updates and ICT tool and internet related problems are resolved from the technician.

Academic Support: The College has various committees to discuss and take necessary steps for all matters related to academics - like Syllabus, Examination, and Admission etc. Academic support is provided to students by conducting tutorial sessions and seminars. Student Development Board implement Earn & Learn Scheme to poor and needy student in accordance with the Savitribai Phule Pune University rules.