

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

Ans. Our Institutional policy is to provide required infrastructure facilities to promote effective and quality teaching and learning in line with the stated mission and objectives. The CPDC (College Planning and Development Committee) looks after the matters like available infrastructure, maintenance, up gradation and procurement of new infrastructure and optimum utilization of funds.

4.1.2 Detail the facilities available for

- a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.
- b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

Ans .a). The institution has not sufficient number of class rooms (7 nos.) to accommodate all the courses offered. Our college also has Physics, Chemistry, and Botany, laboratories, English lab and computer labs for both (Science & commerce) with latest equipments needed for Curriculum. There is no seminar hall; however a separate class room is allocated for holding seminars and extension lectures.

b). The physical education department has wide ground which can be used for both sports and athletics. Various games and sports can be played simultaneously on the ground. The college has open dais on which cultural programmes are conducted. The college has NSS unit. A health centre is also maintained in the college by NSS unit which provides first- aid service. Cultural activities like elocution, essay writing, debate and public speaking, singing, Rangoli etc are conducted.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).

Ans. The institution plan and ensure that available infrastructure is in line with its academic growth and is optimally utilized.

□ Physical infrastructure:–

- Lecture Rooms – 07
- Labs – 03
- Canteen –

- Parking space – 01
- Office – 01
- Library & Reference Room -- 01
- Women waiting room –
- Inverter and UPS – 01 and 03
- Toilets – 03
- Ground – 01
- Physical Education room –
- NSS Room -- 01
- NCC Room –
- Digital camera-
- Public Address System 01

The physical infrastructure of the institution is highly conducive to the academic atmosphere. The class rooms are spacious enough to accommodate students. Class rooms and laboratories have sufficient ventilation and are provided with power supply points.

The existing administrative building, accommodating the non- teaching staff is easily approachable for the students and teaching staff as well. The administrative work is being carried on by using computers. A cycle stand is provided with sufficient space to accommodate student's cycles and other vehicles of the staff. The college ground possesses sufficient waterbed. Bore wells are dug from which water is sucked and pumped to overhead tank and is supplied through RO PLANT tap points for drinking. Staff waiting hall, science labs are also being constructed.. The computer lab is equipped with UPS.

- Proposals have been submitted to CCE for construction of 14 classrooms and an auditorium at the campus.
- The college is planning to purchase more number of computers, equipments and materials for science and commerce labs.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

Ans. Differently abled students are provided with comfortable infrastructure such as ramps, proper seating and other facilities as per their needs. Presently the college does not have differently abled students.

4.1.5 Give details on the residential facility and various provisions available within them:

- Hostel Facility – Accommodation available
- Recreational facilities, gymnasium, yoga center, etc.
- Computer facility including access to internet in hostel
- Facilities for medical emergencies
- Library facility in the hostels
- Recreational facility-common room with audio-visual equipments

- Available residential facility for the staff and occupancy Constant supply of safe drinking water
- Security

Ans. The college is a Day-Scholars college, hence does not have residential facility.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

Ans. A small health centre is maintained in the college under NSS unit which provides first aid facility for students.

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

Ans. The college has common facilities such as IQAC, Grievance redress cell, Women’s cell, Counseling and career guidance, health centre, Canteen and safe drinking water with RO facility etc. on the campus.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Ans. Yes, the library advisory committee is constituted with principal as chairman, lecturer in Library science as convener, senior faculty members from various departments and students as its members. The committee has authority to take the following decisions.

- Decides long term policy for augmenting the library resources.
- Decides the policy on lending books.
- Decides procurement of books.
- Coordinates the student and staff requirements with the librarian.

EFFECTIVE AND STUDENT/USER FRIENDLY LIBRARY

- Internet facility is not available the in library
- Separate reference section with less number of reference books.
- Subscription to Good number of magazines and new journals
- Bulletin boards and notice boards
- Large number of titles and books.
- Compilation of previous university examination question papers for reference.

- 4.2.2 Provide details of the following:
- * Total area of the library (in Sq. Mts.)
 - * Total seating capacity:
 - * Working hours (on working days, on holidays, before examination days, during examination days, during vacation)
 - During working days:
 - Before and during examination days:

Ans. Details are as under-

- Total area of the library (in Sq. Mts.)
- Total seating capacity: 50
- Working hours:
 - On working Days:
 - Before and during examination days:
- Layout of the library: Individual reading carrels - available
Lounge area for browsing - available

- 4.2.3 **How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.**

Library holdings	Year -1		Year - 2		Year - 3		Year - 4	
	Number	Total Cost	Number	Total Cost	No	Total Cost	Num	Total Cost
Text books								
Reference Books								
Journals/ Periodicals							10	5510
e-resources								

The faculty members and students can give requisitions for books and other reading materials. The college library committee will take decisions on procurement of current titles, magazines and journals based on availability of funds

- 4.2.4 **Provide details on the ICT and other tools deployed to provide maximum access to the library collection?**

- * OPAC
- * Electronic Resource Management package for e-journals
- * Federated searching tools to search articles in multiple databases
- * Library Website
- * In-house/remote access to e-publications
- * Library automation:

- * Total number of computers for public access:
 - * Total numbers of printers for public access:
 - * Internet band width/ speed □ 2mbps □ 10 mbps □ 1 gb (GB):
 - * Institutional Repository
 - * Content management system for e-learning
 - * Participation in Resource sharing networks/consortia (like Infflibnet)
- Details of ICT other tools deployed to give maximum access to library collection –

- Library automation:
- Total number of computers for public access: One
- Total numbers of printers for public access: NIL
- Internet band width/ speed: .

4.2.5 Provide details on the following items:

- * Average number of walk-ins:
- * Average number of books issued/returned: 2
- * Ratio of library books to students enrolled: 2:1
- * Average number of books added during last three years: 200
- * Average number of login to opac (OPAC)-
- * Average number of login to e-resources-
- * Average number of e-resources downloaded/printed-
- * Number of information literacy trainings organized -
- * Details of “weeding out” of books and other materials –

4.2.6 Give details of the specialized services provided by the library

- * Manuscripts : --
- * Reference : NIL.
- * Reprography: Nil
- * ILL (Inter Library Loan Service): Yes
- * Information deployment and notification (Information Deployment and Notification): Yes
- * Download:
- * Printing: Not provided
- * Reading list/ Bibliography compilation: Yes
- * In-house/remote access to e-resources: Not provided.
- * User Orientation and awareness: Yes provided.
- * Assistance in searching Databases : Yes
- * INFLIBNET/IUC facilities: Not provided

1.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

Ans. Teaching staff of our college extends full support to students in the following way.

- Maintenance of peaceful and conducive atmosphere in the library.
- Provision of free access to students and staff.
- Lending of books to students promptly.
- Providing information services through various clippings of news papers, brochures and pamphlets.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

Ans. Differently abled students are provided with special facilities such as construction of ramps, comfortable seating arrangements etc. at present no differently abled student has taken admission in our college.

4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)

Ans. Yes. The library has its feedback mechanism. It will collect feedback from students through feedback forms. The library committee analyzes the feedback information in detail and takes necessary corrective measures for further improvement in the library services.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

- Number of computers with Configuration (provide actual number with exact configuration of each available system): 08
- Computer-student ratio: 1:31
- Stand alone facility
- LAN facility: Not available
- Licensed software: Widows, Tally, C Language
- Number of nodes/ computers with Internet facility: 1
- Any other

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

Ans. The computer lab is having 08 systems catering to the needs of faculty and students. Teaching and non teaching staff of the college is provided training in operating computers. one system is provided with internet facility. Staff and students are provided free access to computers and internet facility. Computer Lab is equipped with UPS (uninterrupted power supply) and a generator. All the administrative jobs are carried out through computers.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

- Our institution has planned to increase the computer – student ratio.
- The institution is planning to make the campus Wi-Fi enabled.
- Plans to upgrade computer hardware and software with latest technology.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

Ans. Procurement, up gradation, deployment and maintenance of computers and accessories is maid out of the state government grants.

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

Ans. Our college facilitates extensive use of ICT resources as under:

- Students are encouraged to make extensive use of computers for making presentations, project work, reference work, internet surfing etc.
- Power point is extensively used by teachers for teaching purpose.
- Teachers and students are allowed free access to internet.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

Ans. Efforts are being made to create such facilities in our college within the available recourses.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

Ans. No

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

Ans. The college is a government college. The college receives budget from state government for the maintenance and upkeep of furniture & equipments. The maintenance of computers is done out of college budget. Details of the budget received for maintenance of various facilities is as under.

	Particulars	2008-09	2009-10	2010-11	2011-12
a.	Building(Minor works) 270/271				
b.	Water& electricity.130/133	26000	5800	59000	68000
c.	Machinery & Equipment 520/521	10000	50000	470000	120000
d.	Office &other expenditure. 130/132	15000	100000	170000	190000
e.	Service postage & Tel. charges.130/131	8000	15000	15000	180000
f.	T.A. 110/111	8400	13500	15000	17500
g.	Materials & supplies 210/211		5000		

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

Ans. The college utilizes the fund available on need based method on the recommendations of various committees. Stock & equipment verification committees are formed by the principal every year to verify the stock of equipment in various departments physically with entries in stock registers. The committees verify the stocks physically with book entries and submit reports to the principal with necessary comments and suggestions. These suggestions are discussed in staff council and appropriate actions are taken.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

Ans. Stock verification committees are constituted by the principal every year. The committee members conduct stock verification once in a year and give report to the principal. It is on the recommendations of the verification committee; necessary measures are taken.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment(voltage fluctuations, constant supply of water etc.)?

Ans. The college has taken the following steps.

- Provision of UPS for computer lab to safeguard computers and other equipments (Electric & electronic) from voltage fluctuations.
- The college has a generator which is used during disruption of power supply.
- Provision of stabilizers for computers in office, principal's office, UGC room and library.
- Bore wells are dug from which water is sucked and pumped to overhead tank for constant supply of water for drinking.