

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link) 2019-20

(1) For the development and purchase of items for the college, there is Developmental Committee, purchase Committee, Estate committee, IQAC cell etc. For the construction of new buildings and amenities of the college, proposals are kept before the Developmental committee which consists of the representative of University (C.C.D.C) and Engineers with the principal as a Chairman. All proposals passed through this committee are executed on the ground with the direction of University.

(2) During purchase of big/ costly items like freeze, Computer etc., quotations are invited from authorised dealers which are passed through Purchase Committee of the college. Lowest bidder is awarded the tender and part payment is given when the item is delivered. When it is fully installed and working properly then the remaining amount is released by the college.

(3) There is an acute shortage of manpower in the college, as old staffs are getting retired and no new recruitment is happening. Even the staffs are assigned on regular basis in each lab, computer room, library for cleaning and maintenance on regular basis. For proper academic environment and to check the conducting of regular classes, there is a surprise visit program by the University team constituted by the Hon'ble Vice Chancellor. They make surprise visit to different colleges and check whether classes are being conducted according to the routine or not. If any faculty or staff is not found during the working hours in the college, disciplinary actions are taken against him. This has been resulted in the improvement of the academic and administrative environment of the college. For sports, there is a sports committee in the college that monitors all the sport activities in the college. Right now, there is no P.T.I in the college as the older one has retired and no new appointment has been done till date.

(4) Goods purchased for library, laboratory, sports department etc are first updated in the College stock register and then send to the respective departments where they are again updated in the departmental stock registers. These stocks are then maintained by the departmental head. For using or lending of these items, it is registered in the issue registers.

(5) Whole college campus is enabled with High Speed (10 MBPS) Wi-Fi connection. This facility is provided freely by the Bihar government to be used by the college students and staffs. This connection is uninterrupted by the use of solar backup system. Students can avail the computer centre for their training and use. In the library browsing centre is there where they can search online study materials, apply for exam, admission etc. E-Resource facility is available in the library by using internet.

(6) College has vast collection of books in the library. Students are encouraged to utilize it fully for their study and expansion of knowledge. For blind students Braille Books are also there.

(7) Teachers are encouraged to teach students through ICT tools available in the college, so that more students can understand in better manner and save it for later use etc. It increases the accessibility of Lectures and study materials among the targeted students. Online classes were taken during Lock Down period while teachers were on Work From Home (WFH).

(8) Sports facilities are available with new stock of accessories for the use by students and staffs.

(9) CCTV cameras are installed in nook and corner of the college, class rooms, entrance, exit etc for better visibility, monitoring by the college authorities. This act as deterrent against malpractices employed by the examinees during their examination. This helps in curbing nuisance and anti social activities if any.

(10) This campus is safe for girl students, as all facilities like separate toilet, common rooms, hostel etc available for them. CCTV coverage also feels them safe while they were in the campus.

(11) Campus is handicapped friendly as Ramps etc available.

(12) Local governing bodies were approached for providing Solar Street light, Dustbins, making approach roads etc. for the college

(13) Alumni Association is advised to collect fund, resources for the development of the college.

<https://www.mlaryacollegekasba.ac.in/naac/procedures-policies-of-facilities/>