

## **PROCEDURES AND POLICIES FOR MAINTAINING AND UTILIZING PHYSICAL, ACADEMIC AND SUPPORT FACILITIES - LABORATORY, LIBRARY, SPORTS COMPLEX, COMPUTERS, CLASSROOMS ETC.**

Procedures and policies for maintaining and utilizing physical, academic and support facilities-lab, library, sports complex, computers The college puts all efforts and offers well furnished classroom to its students. It aims at providing the students with a good infrastructure. The infrastructure includes a large number of spacious classrooms, and 8 classrooms are equipped with ICT facilities. Departments have projectors and it is made use not only for seminars but also for classes. There are two smart classrooms. Chemistry, Physics, Zoology, Botany, Computer science and Language labs are well maintained. The Department of Physical Education takes care to maintain the ground with the help of NSS and it is suitable for cricket and other sports.

**CLASS ROOMS:** The college follows the following system in maintaining the classrooms. 1. It Procures the required essentials of class rooms, laboratories and other infrastructural resources from each HOD before the beginning of the academic year. 2. The Principal submits all the necessary repair works to be done to the PWD (Social sector ) and PWD (Electrical) Government of Tamilnadu. They take care of the construction, maintenance and repairing of academic buildings, library, classrooms, Canteen, electrical appliances and other physical infrastructure of the college. 3. Under RUSA a block was constructed. 4. Regular monitoring of electrical and fixtures is done and repaired immediately by the technicians of the college.

**LABORATORY:** The labs are well-maintained and the procurement for the same is taken care at the beginning of each semester/year.

**LIBRARY:** The Library is equipped and the facilities are books, journals, printer, scanner and a computer with Wi-Fi network. The internet centre is well used.

**SPORTS:** The Department of Physical Education takes care of the sports room and the sports items are maintained properly. The sports committee takes care of the requirements and takes steps to procure the same.