

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

The procedures and policies followed for maintaining and utilizing infrastructure are oriented towards development of students who are intellectually well-informed, socially concerned, emotionally balanced, physically well-developed and culturally accomplished. The physical, academic and support facilities in the college are differently abled friendly and impart healthy teaching and learning environment to the students and the faculty. The physical infrastructure of the college such as laboratory, library, sports complex, computers, classrooms etc. ensures maintenance of high academic standards and also facilitates a wide array of extra- curricular activities.

Academic

1. College provides effective learning and ICT enabled reading environment. Most of the classrooms are equipped with LCD projectors. The college campus is Wi-Fi enabled. There are three staff rooms besides which each department has departmental rooms. The science departments have staff room for faculty situated in their respective departments. For arts and humanities departments, departmental staff rooms are provided with locker facilities for all faculty members.
2. The Seminar Rooms and conference room in the college for organising various Lectures/Seminars/Talks/Conferences/Workshops/FDPs etc. are enabled with ICT infrastructure. This also serves the purpose for Online Examination Centre and Placement/Internship tests. The Placement Cell is provided with ICT resources.
3. The college has a well-equipped and well stocked library for use by students and staff. The library has ample internet resources and computers to allow students to access e-library and online academic resources. The library is connected to University of Delhi server to allow students' access to e resources available at University. There are separate study halls for the faculties and the students, all equipped with internet facility.

Library Automation	a. RFID for circulation, security, stock verification and other library work
	c. OPAC
Electronic resources management package	a. DULS

Sports and extracurricular activities

1. The college trains deserving students in sports who are guided to further excel in their sport by the Physical Education Department of the College. The college has state of the art sports Infrastructure. The College is also known for its focus on co-curricular activities that are seen as an integral part of the teaching methodology. The college has a Yoga Room for recreation, fitness center, Archery Training Area with Equipment, Indoor Wooden Badminton Hall, One concrete Basketball Court, Play Field with Centre Cricket Pitch and Football uprights, Sports Room, Sports Store Room.

2. The college has a state of the art auditorium with excellent sound and light systems. The college strives to develop both curricular and extra-curricular talents in the students. There are different student societies in the college. Some of these societies are also allocated rooms to coordinate and undertake their activities. The college has an acoustically efficient amphitheatre and an open theatre.

Administration and other amenities

1. The office has staff cabins, reception desk and Visitor's room. These have been planned in a manner to provide peaceful work environment while maximizing an efficient use of space. All the computers are connected to internet through LAN.
2. Canteen, RO water plant, rain water harvesting plant, Clean Energy - Solar Plant has been installed to produce renewable and clean source of energy. Necessary first aid is present for medical emergencies in the medical room. There is a Girl's common room with sanitary pad wending machine and washroom.
3. The college has residential facilities for teaching, non-teaching available on campus.
4. The college made the facilities more accessible for the differently abled students both in terms of the infrastructure and support also provide an enabling atmosphere through participation of the larger student community and administration. The facilities include Tactile Paving, Braille Signage's, Ramps and Differently abled washroom, Enabling Unit Room, Reading Room.

Maintenance of physical infrastructure

1. The library advisory committee works for fulfilling teaching, learning and research needs and interests of all undergraduate and graduate students, teaching and non-teaching staff. The library has an experienced and knowledgeable library staff. The library personnel undergo regular training with modern technologies. The library resources are augmented with latest editions of study material. The library is stocked with books, journals and magazines. Books, journals and magazines etc. are purchased in consultation with staff members, under the supervision of the library advisory committee.
2. Each laboratory has dedicated lab assistants and attendants. They are well versed with lab equipment working and maintenance present in their laboratory. The equipment's used in the laboratories are regularly maintained. The stock of the chemicals and materials is maintained on regular basis.
3. In order to train students in various sports, the college has 4 coaches who are expert in basketball, aerobics, shooting, music and yoga apart from 2 non-teaching staff who serve as ground men. The students of the college have been performing exceedingly well in shooting, swimming; archery and badminton as many laurels are brought by them in competitions such as DU inter college championships and all India inter university games.
4. The computers and internet resources and other facilities in the college campus is provided through well qualified non-teaching staff.
5. The college campus is covered by CCTVs for comprehensive security and check.

6. The garden committee of the college continuously monitors and work to give a pleasant, healthy and beautiful environment to the campus with the help of gardeners and care takers.
7. The crèche is maintained by team of baby sitters and security guard.
8. Office attendants assist in the administration work and proper maintenance.
9. The hostel has hostel warden, deputy warden, manager and attendant and mess staff to manage the functioning of the hostel.
10. The college has a medical room for the staff and students and is manned by a full time medical attendant.
11. The overall maintenance of the college campus is done under the supervision of and by a consultant engineer, junior engineer and care taker is employed by the college.
12. College campus has an efficient team of masons, Carpenters, Electricians & Plumbers for Maintenance of Service (Electrical, W/S, A/C, Plumbing, Sewage). Housekeeping staff also assist in college maintenance.
13. A simplified and transparent procedure is followed in the utilizing the available facilities in the college. Students write an application for utilizing a facility which is forwarded by the respective convener or teacher in charge and then approved by the principal based on availability of the facility on a particular date (checked by the respective caretaker who maintains the record for the same).