

R.C.M SCIENE COLLEGE, KHALLIKOTE, GANJAM
AQAR 2018-19 Part-B – 4.4.2

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) Weblink: www.rcmscollegekhallikote.com

The management is giving importance in qualitative maintenance and sustenance of physical infrastructure and academic support facilities like Library, Science Laboratories, Computer Laboratory, Language Laboratory, Class Rooms, Smart Class Rooms with ICT facilities, Sports Complex, all electronic devices and systems, moreover the college precinct.

Procedure and Policies for maintenance and optimal utilization:

Necessary budgetary provision is being made by the management at the beginning of the financial year taking into consideration different sections of the administrative and finance branches, IQAC and other advisory bodies like staff council etc. The Principal of the HEI has been given the liberty to sanction funds in accordance with the budgetary provision without waiting for administrative approval of the management/governing body for maintenance of physical infrastructure and the equipments used in teaching learning pedagogy in accordance with the requisitions given by Head of the Departments and establishment section duly endorsed by the administrative bursar and accounts bursar. The management provides fund at the time of need/contingencies out of college development fund for maintenance of its physical infrastructure as well as the ICT equipments used in smart class rooms and laboratory equipments of both Science Lab and Language Lab beyond the budgetary provision as and when exigency arises.

Optimal use of all academic centres and sports complex is another important factor in catering to the academic and physical need of students. Hence, code of instructions published in the college calendar for its optimal use privilege and facilities to be provided to the learners. The learners are inducted soon after their admission is over, the facilities available to them in the HEI. They are also advised to make exhaustive use of college library, sports complex, gym etc. as learning resources as well as for maintenance of good health. Further, they are also given scope to participate in all literary, cultural and sports activities in order to develop leadership like qualities and also organizing abilities. Faculty members at every moment during college hour giving the students guidance and consultancy. Management is also giving time to time circulars for effective optimal use of all centres of learning and teaching. Regularly interaction sessions of Governing Body representatives on various matters pertaining to procedures and policies for effective maintenance and optimal use of physical academic and support facilities like College Library, Students Reading Room, Teachers Reference Section, Science Laboratory, Computer Laboratory, Language Laboratory, Smart classroom and sports complex including multi-gym are conducted with the Officers and Support staff in-charge of various learning and teaching centres. Teachers and support staff are assigned with duties and responsibilities towards quality maintenance of infrastructure. Steering committees are also constituted to look after each academic and sports centre and for regular monitoring. The HEI also adheres to the Common Minimum Standard (CMS) guidelines framed by the Department of Higher Education, Govt. of Odisha, in this regard.