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

The institute has the following procedure for the repair and maintenance of physical, academic and support facilities like Laboratory, library, sports complex, computers, and classrooms are an unremitting procedure. The institute sanctions separate budgetary provisions every academic year for the maintenance and repairing of physical, academic and support facilities. The institute has developed well-defined guidelines and procedures for repairing and maintenance physical, academic and support facilities and to ensure the proper functioning of all these facilities. Expenditure is incurred on all the physical, academic and support facilities which are augmented and maintained through various college committees such as College Development Committee (CDC), Library Committee, Quality Improvement Committee , Building Committee, Campus Development, Gymnasium committee, National Service Committee, Student Development Board, etc. At the outset of the academic year, all these committees insure adequate availability of resources and facilities and submit their availability and requirement reports to the principal. The management discusses the requirements and demands them accordingly so that students and faculty can have access of various facilitates. All repairing and maintenance work of the buildings, campus, equipments, furniture is taken as and when required so no yearly contracts are made for it. Whenever needed the College invites quotations for the proposed repair work from local contractors and engineers.

The institute is using KOHA Software for library automation, Tally Software for office work Edumint software which proves to be helpful in admission process, examination functioning, etc. To make available E –resources to all staff students, library has subscribed N-List Consortia. The institute insures proper availability of blackboards, lighting, and furniture in classrooms, gymkhana equipments, texts books, reference books, journals and electronic devices, etc. Maintenance of these facilities and up gradation of software, hardware and other ICT facilities is done by respective departments. Head can hire a private technician as per the requirement and office pays the fees. Each science departmental laboratory is having lab assistants and lab attendants for the proper maintenance of the laboratories. The college is having a hostel committee that manages the hostel maintenance and proper utilization of the hostel facilities.

Institute allows students and faculty members to use these facilities in the working hours under observation of the concerned department. The institute has fixed working hours for many facilitates such as library, reading hall, gymnasium, etc. Institute has allowed the private use of facilities such as ground, Sports complex, Classrooms, Seminar hall etc. with at least through oral discussion and permission of the concerned head and Principal.

The institute successfully runs Karmaveer Bhaurao Patil Earn and Learn Scheme through which admitted needy and promising students help in maintaining and cleaning the institute campus, garden, library, etc. Also the non-teaching peon staff is appointed for housekeeping. The maintenance work related to facilities like toilet blocks, computer labs, equipment, furniture, replacement of fire extinguishers, electric work, plumbing, water cooler facilities, water tank, etc. is maintained through local servicemen.

(Dr. Sambhaji Pathare)
Principal