

## **SRI MAHAVEERA FIRST GRADE COLLEGE, MOODBIDRI**

### **4.4 Maintenance of Campus Infrastructure**

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

**Laboratories:** We have Physics, Chemistry and Computer Science laboratories. Heads of the Departments, other lecturers and laboratory helpers maintain the cleanliness, arrangement, replenishment of items needed etc. These are very spacious, provide opportunities for multifarious experiments and learning. Members of the faculty of respective departments monitor effective utilization of the laboratories. Annual stock checking is done under the guidance of HOD's. The stock is cross checked and verified by the senior staff of another department. Departments report to the administration periodically for all the maintenance works. There is systematic disposal of waste of all types such as biodegradable/chemical and e-waste.

**Library:** Our library is huge with 53138 volumes and 65 magazines. Every year new books are added to the stock and discussions are made to provide those magazines helpful for providing to the various needs of students. Spacious reading room with 80 independent tables and chairs are another proud possession of our library. Book exhibitions are conducted to draw the attention of students and staff about the varieties of books available. A senior librarian, a clerk and an attendant are in charge of all the activities of the library. The list of books required by the departments is taken from the concerned departments and order for the books is placed with the bookshops with the pre permission of the principal. At the beginning of every academic year, orientation programme is conducted wherein the necessary details of the library are given to the freshers. Before appearing the annual examination, students are required to get 'no dues' from the library. Library committee looks after the necessary requirements of the library. Stock verification is done at the end of every academic year. Visitors register is maintained in the library and the staff and students are required to mention the necessary details in the register.

**Sports:** We have spacious field comprising of 400 mts. standard track, which is used for various sports and games events. Physical Education Director and attendant are in charge of the same. Also we have a multigym, indoor wooden shuttle court and basketball court. An obstacle course is under construction. Regular maintenance of all these facilities is done efficiently.

**Computers:** Computers are provided in computer lab, staff rooms, library, NAAC rooms, Audio-visual hall and office. Students are also provided the same in the library. Internet facility is provided at all these points. A computer admin in our sister institution in the campus maintains these computers also. Regular upgradation of these computers is made through outsourcing to external agencies.

**Class Rooms:** We provide spacious classrooms which are cleaned everyday by the attendants. Classroom furniture are repaired regularly and kept in good conditions.

**A.V.Hall:** A spacious A.V.Hall is maintained with all amenities to conduct ICT classes and PPTs.

**Auditorium:** Used for conducting various programmes. Also provided with facilities to conduct ICT classes and PPTs.