**PYSICAL AND ACADEMIC SUPPORT FACILITIES**

**4.4.2. There are established systems and procedures for maintaining and utilizing physical and academic support facilities- laboratory, library, sports complex, computers, classrooms etc.**

The institution has some established systems and procedures for maintenance and utilization of physical, academic and other support facilities such as labs, library, sports complex, computers and classrooms. The college has constituted committees for the above purposes. The members of the following committees work for the overall development of the college.

|  |  |
| --- | --- |
| Infrastructural development | Building committee  Purchase committee  Library advisory committee |
| Academic development | Academic review  committee  Research committee  Language lab committee |
| Labs | HODs concerned for  Physics,  Chemistry,  Mathematics,  Botany  Zoology Labs  Coordinator – Language Lab  Coordinator- Computer Lab |
| Class rooms / seminar rooms | HODs concerned |

    The Principal is the ex-officio chairman of the committees. The members of the building committee lay emphasis on the renovation of existing buildings and explore avenues for construction for new ones through discussions and resolutions adopted in the meetings and write letters to R&B Division, Government of Odisha for necessary action at this end. The members of the purchase committee take decisions regarding purchases to be made for different purposes. The members of the library advisory committee hold meetings and adopt resolutions for the overall development of the library.  They also provide guidance for purchase of books. Academic review committee, research committee and language lab committee work for academic development of the college. Generally, the senior faculty members are included in the above committees. The HODs concerned take steps for the maintenance of labs. The coordinators of computer lab and language lab take steps for maintenance and development of these labs. Class rooms and seminar rooms are taken care of by HODs concerned. The repair and renovation of rooms are undertaken on the proposals put forward by HODs, after being duly approved by the principal.