

2. Physical and Academic Facilities

Physical: The requirement of the institution is monitored by IQAC and CDC (College Development Committee). This includes the infrastructure maintenance, classroom maintenance, furniture requirements and maintenance of all other physical requirements. At an initial level, a need analysis of the institution is done. Based on the needs, quotations are received from various sectors. Specification of the required material is checked and a comparison study is made before placing orders. After submitting the quotation with the management, approval is obtained to proceed further. Once the approval is received, orders would be placed accordingly. Maintenance of the products purchased, the terms and conditions of the products, the purchase order and the invoice, warranty of the material are all checked before the usage.

The maintenance and upkeep of the infrastructural, Institutional facilities and equipment, can be done by systematic procedure.

Academic: The academic activities are monitored by the Principal by conducting periodically meetings. Meetings with the Head of the departments are constantly conducted to review the progress of the institution in both curricular and co-curricular events. During the meeting discussions like handling slow learners, advanced learners, meticulous plan of the curriculum, upgrading the standard of the academic inputs are all discussed.

Laboratory:- As per the requirement of the syllabus, the department has a separate infrastructure for Laboratory. The Computer and other laboratories are optimally used. Equipment of science laboratories are cleaned and kept hygienic and sterilized. Repairing of the equipment is done periodically. The laboratory equipment and instruments are calibrated by the teaching faculty and lab assistants.

Classrooms:- The classrooms are furnished with proper lighting facilities and are appropriately ventilated with effective windows and fans. The daily cleanliness of the class rooms is done by the support staff. Outsourcing is done for the maintenance of wooden furniture, electrification, and plumbing.