

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories,sports field, fitness center, equipment, computing facilities,sports complex, etc. for the various programme offered

Response:

The institution facilitates for sports and games. It has adequate facilities for sports, games, gym, yoga Centre and cultural activities. In order to implement the plans and achieve desired goal, the Institute has created adequate infrastructure in terms of art, computer labs ,library, language lab, faculty rooms and classrooms seminar halls with audio visual facility.

The campus has Internet facility. The campus has well equipped playground, gym, hostel and mess. it also has facilities like Xerox ,stationary store ,ATM within the campus. At the beginning of the academic year need assessment for replacement up gradation addition of the existing infrastructure is carried out based on the suggestions from heads of the Department ,lab technicians and system administration after reviewing course requirements computer student ratio ,budget constraints, working condition of the existing equipment and also students grievances. Committee plans for all requirements regarding classrooms laboratories furniture and other equipments.

- Workshops awareness programs training programs for faculty on the use of new technology ensures optimal deployment of infrastructure.
- Proper utilization of physical infrastructure is done after college hours to conduct certificate courses Co curricular activities parent teachers meeting campus recruitment training classes campus recruitments meetings seminars conferences etc.
- Innovative teaching learning practices ensures optimal utilization of resources.
- Appointment of well qualified teachers technicians administrators ensures effective utilization of infrastructure.

Our college provides adequate academic facilities like well equipped tutorial rooms with green board and benches. Laboratories are well equipped with multiple sets of apparatus.

Computer rooms are equipped with latest configuration desktops and software. Seminar Hall is spacious with enough seating capacity.

Adequacy of budget allocation

- The head of the Department instructs the concerned lab in charges to provide the budget required for the coming academic year.
- The budget provided by the Institute to the Department is adequate to maintain and procure new items for the Departments who meet the academic requirements.
- The yearly budget is prepared according to the needs and requirements of the department's taking into consideration of annual intake of students laboratory and infrastructure developments.

- The allocated funds are utilized properly and are adequate as per the academic requirements.

The college ensures regular maintenance and upkeep of all infrastructural facilities. The maintenance work is carried out by trained in-house experts as well as outsourced to appropriate outside agencies. A full-time caretaker is appointed by the college to ensure the cleanliness, hygiene, sanitation, water supply, electricity, security, and stationary condition and to update the Principal of the institution about the state of affairs. Furniture and equipment are purchased on a regular basis as per the requirement. The college has its own full-time plumber, electrician, sweepers, and gardeners to maintain the lawns and floor of the college. The college makes recommendations periodically about the need for expanding the existing space upgradation, remodeling, or reusing the existing space.

File Description	Document
List of physical facilities available for teaching learning	View Document
Link for additional information	View Document

4.1.2 Percentage of classrooms and seminar hall(s) with ICT-enabled facilities such as smart classroom, LMS, video and sound systems etc. during the last completed academic year.

Response: 100

4.1.2.1 Number of classrooms and seminar hall(s) with ICT facilities

Response: 10

4.1.2.2 Number of Classrooms and seminar hall(s) in the institution

Response: 10

File Description	Document
Data as per Data Template	View Document
Link to relevant page on the Institutional website	View Document

4.1.3 Percentage of expenditure excluding salary for infrastructure augmentation during the last five years (INR in lakhs)

Response: 37.42

4.1.3.1 Expenditure for infrastructure augmentation excluding salary during the last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
375504	480472	7352163	937651	7254989

File Description	Document
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	View Document
Data as per Data Template	View Document
Link for additional information	View Document

4.2 Library as a Learning Resource

4.2.1 Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software

Response:

An integrated library system, also known as a library management system, is an enterprise resource planning system for a library used to track items owned, orders made, bills paid, and patrons who have borrowed. The college has Central Library and one Department library. The room for reading is well furnished and can easily accommodate students at a time.

- The library plays a central role in enhancing the quality of Academic and research environment in Educational institution.
- There is a huge collection of academic books, journals, magazines, research projects, rare books, other knowledgeable books, and newspapers in the Institute Library.
- The books are made available to the students to increase the knowledge and understanding on various subjects.
- The College Library is an important hub of student life. where the student can check books, conduct their research, find a quiet place to study and maybe even flip through magazine.
- The students can extend their search with use of Internet, eBooks', ejournals etc made available in the digital library.
- The Institute library exhibits positive impact on the Academic achievement of the student. Students can perform better during examination and placement as students are explored to the knowledge to various means.

The Institute is installed with integrated library management system. This includes.

- Student and staff membership entries.
- Books issue and returns.

4.2.3 Institution has subscription for e-resources and has membership/ registration for the following

- 1.e-journals
- 2.e-Shodh Sindhu
- 3.Shodhganga
- 4.e-books
- 5.Databases

Response: D. Any 1 of the above

File Description	Document
Receipts of subscription /membership to e-resources	View Document
E-copy of the letter of subscription /member ship in the name of institution	View Document
Data as per Data template	View Document

4.2.4 Average annual expenditure for purchase of books, journals, and e-resources during the last five years (INR in Lakhs)

Response: 145087.8

4.2.3.1 Annual expenditure for purchase of books, journals and e-resources during the last five years. (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
56483	50948	185253	398291	34464

File Description	Document
Income Expenditure statements highlighting the expenditure on books, journals, e- resources with seal and signature of both the Principal and Chartered Accountant	View Document
Data as per Data Template	View Document

4.2.5 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year

Response: 3.51

4.2.5.1 Number of teachers and students using library for Month 1(not less than 20 working days)

during the last completed academic year

Response: 230

4.2.5.2 Number of teachers and students using library for Month 2 (not less than 20 working days) during the last completed academic year

Response: 139

4.2.5.3 Number of teachers and students using library for Month 3 (not less than 20 working days) during the last completed academic year

Response: 136

4.2.5.4 Number of teachers and students using library for Month 4 (not less than 20 working days) during the last completed academic year.

Response: 121

4.2.5.5 Number of teachers and students using library for Month 5 (not less than 20 working days) during the last completed academic year.

Response: 75

4.2.6 Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education –general teacher education, special education and physical education by the following ways

- 1.Relevant educational documents are obtained on a regular basis**
- 2.Documents are made available from other libraries on loan**
- 3.Documents are obtained as and when teachers recommend**
- 4.Documents are obtained as gifts to College**

Response: C. Any 2 of the above

File Description	Document
Data as per Data Template	View Document
Link for additional information	View Document

4.3 ICT Infrastructure**4.3.1 Institution updates its ICT facilities including Wi-Fi****Response:**

The Institute has a 24*7 Wi-Fi facility in the college campus for the student and faculty members to avail Internet connection at any place in the college and hostel. IT facilities are well developed, adequate number of computers with printers, scanners and high speed Internet are available in office examination section,

computer room, store and library.

- Free Wi-Fi facility is provided to the students in the institution.
- They can access Internet facility through their mobile phones, tablet or laptop in the college campus.
- All the departments have LCD projectors, overhead projectors, printers and scanners.
- The computers and printers of all the department's have software installed in them and the hardware is also maintained from time to time.
- Most of the department's have computers, most of which have Internet facility like Wi-Fi for preparation of PowerPoint presentation as teaching learning materials.
- Most of the departments have LCD for PowerPoint presentation of students at PG level.
- Installation of software and maintenance, an upgradation of hardware is done on contractual basis.
- Expert help is taken by the college for the maintenance and repairs of computers.
- The campus is well connected with a well planned telecom network with intercom facilities.
- Wi-Fi zones are set at various locations, such as reading halls. Hostels, department 's corridors, and the lawn area.
- Staff and students can access this facility on their laptops by registering themselves.
- Lab assistants are available to support students and faculty in their queries.
- The entire campus is monitored by CCTV facility. The CCTV installed at strategic places help monitor the campus activities.
- Information about upcoming events is available on the website. This information includes a time and date along with details about the event.
- Following the completion of the event ,pictures, and minutes of the event are also uploaded for easy access. This allows the parents to be aware of the programs we conducted in college as well.
- For easier communication, circulars, including important notices to students and parents, are also posted online.
- The academic calendar, as well as the course information, is also updated in the beginning of every academic year. The technology at College is constantly updated.

Effective utilization of Infrastructure is insured through appointment of adequate and well qualified lab technicians and administrator. Renewal of AMC is done at the beginning of the Academic year for the deployed software application. The Institute has always been reviewing the current needs and accordingly the Internet bandwidth is upgraded from time to time. Upgradation is done according to the strength of the students each year. The quantity of desktop computers, printers, projectors, UPS, CCTV. Desktop computers. Laptops, switch, Projectors, scanner are increased according to the strength of the students from time to time for each financial year.

File Description	Document
Document related to date of implementation, and updation, receipt for updating the Wi-Fi	View Document

4.3.2 Student – Computer ratio for last completed academic year

Response: 6:1

File Description	Document
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	View Document
Data as per Data Template	View Document

4.3.3 Internet bandwidth available in the institution	
Response: 30	
4.3.3.1 Available bandwidth of internet connection in the institution, in MBPS	
Response: 30	
File Description	Document
Receipt for connection indicating bandwidth	View Document
Bill for any one month during the last completed academic year indicating internet connection plan, speed and bandwidth	View Document

4.3.4 Facilities for e-content development are available in the institution such as	
<ol style="list-style-type: none"> 1. Studio / Live studio 2. Content distribution system 3. Lecture Capturing System (LCS) 4. Teleprompter 5. Editing and graphic unit 	
Response: C. Any 2 or 3 of the above	
File Description	Document
List the equipment purchased for claimed facilities along with the relevant bills	View Document
Data as per Data Template	View Document

4.4 Maintenance of Campus and Infrastructure

4.4.1 Percentage expenditure incurred exclusively on maintenance of physical and academic support facilities during the last five years (INR in Lakhs)	
Response: 0.59	
4.4.1.1 Expenditure incurred exclusively on maintenance of physical and academic support facilities during the last five years (INR in lakhs)	

2019-20	2018-19	2017-18	2016-17	2015-16
37383	73099	17320	66912	62061

File Description	Document
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	View Document
Data as per Data Template	View Document

4.4.2 Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. are in place

Response:

There are established systems and procedures for maintaining and utilizing physical academic facilities such as Sports Complex computer lab, classroom, etc. In the Institute. The Institute has a systematic mechanism for maintenance of all the above facilities.

Maintenance.

- Some facilities are maintained by faculty members of the institution and skilled staff appointed by the management.
- Some of them are maintained by an annual maintenance contract given to concerned agencies.
- External agencies are also appointed for the maintenance.
- There are different committees to monitor the smooth functioning of these facilities in our college.

The maintenance and utilization of library includes-

- A Maintenance Committee and other relevant committee are appointed by the principal to monitor the smooth functioning of all the services provided by the library.
- The committee also looks after finalizing the budget, purchase of textbooks and reference books, Journals and periodicals.
- The committee also looks after the extension of the library. Monthly cleaning of the books and racks and also the means to preserve them.
- Stock verification is also done as per the guidelines of the norms every year.
- The library is well equipped with the collection of rare books.
- Procurement of books as per the requirement is initiated to library committee by inviting the requirement of books from various Faculty member is then processed following the procurement procedure.

Maintenance and utilization of Sports Complex, ground, equipment.

- Physical trainer has been appointed to look after the sports related activities.
- A well maintained large playground is there at the college. It has a facility of indoor games such as table tennis, chess and carrom etc.
- There is a plenty of space available for long jump unit covered the ground spacious volleyball ground.
- The sports equipment are issued to the students as per the schedule of the events.
- If any equipment get damaged or need repairs, sports director submits proposal for maintenance. Preventive maintenance measures are taken in time.

Maintenance and utilization of classroom.

- Cleanliness and Hygiene is maintained in the classrooms.
- IT facilities are properly managed by a System Administrator.

Maintenance and utilization of computers.

- Maintenance of computers is done regularly as per the requirement and major work is. Done during the vacation.
- Each computer lab has one teacher as the in charge.
- In charge is responsible to maintain and update laboratory with necessary equipment from time to time to cope of the change in the syllabus.
- Preventive maintenance and performance monitoring is carried out.
- Power backup is provided to the computer systems to use them optimally.
- In case of any physical damage, the experts are hired from related agencies.

Maintenance and utilization of Extra Curricular activities.

- The college infrastructure includes a special Hall for cultural and other activities.
- It is well equipped with the audiovisual system and maintained regularly.
- A managing committee looks after the welfare of Students.
- A budget is fixed for the extra curricular activities by the head of departments.

Maintenance like repair of furniture, electrical work and equipment is done from respective agencies at proper rates.

File Description	Document
Any additional information	View Document
Link for additional information	View Document
Appropriate link(s) on the institutional website	View Document