

**4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)**

The college has well established system and procedures for maintaining and utilizing physical, academic and support facilities. Principal constitutes various committees for maintenance of infrastructure facilities on the entire college campus, spread over the area of 2.32 Acre. All requirements including cleanliness, purchase of equipment, instruments and their maintenance are discussed in IQAC Cell and College Development Committee for their necessary approval. Library, classroom, sport and computer material is purchased from vendors and suppliers recommended by expert committee of kukadi education society. In the matters of purchase, repairs and augmentation of material college follows norms, rules and regulations laid down by of kukadi education society, University, Govt. of Maharashtra and UGC. College maintains stock register of equipment, instrument and such other holdings in possession.

**Maintenance of Library:** - Library is computerized by E-Granthalaya software barcode system. OPAC system is used for searching books. Library advisory committee deliberate over the issues of library fees, disposal of newspapers and weeding out books.

**Maintenance of sport complex:**-There is Sports ground and courts for playing Kho-Kho, Kabaddi, Holley bal, Football and Cricket. Holley ball and space for games like Carom, Chess, games. Gymnasium facility is available in the room. All grounds, buildings are kept clean with the help of players and students. Various courts and grounds are demarcated as per norms of sports authority of India. Due care has been taken to avoid accidents and mishaps on the ground. Our past students, winner of medals and awards at zone, state, national and international level also guides our athletes and players.

**Maintenance of Classrooms:** - There are 20 classrooms and one seminar halls with auxiliary facilities. All classrooms are spacious well ventilated and provided with black boards, benches and light facility. Some classrooms are equipped with ICT facility like LCD projector, Wi-Fi connection and screens. Classrooms and auxiliary facilities are maintained and kept clean by sweeping and wiping with the help of peons. For keeping pace with increasing strength of students. Major repairs and augmentations of classrooms are done by hiring expert agencies.

**Maintenance of computers:** -There are 22 computers, 3 laptops, 05 LCDs, scanners, printers, Xerox machines, copiers and all -in-one machines in the college used at various departments. Computer, printers and scanners are provided to different department and support services like network resource centre, library, administrative office. College uses licensed and open source copies of the software. Licensed copies of antivirus are installed singly or in group. Any repair to hardware is done by hiring expert agencies.