



Rayat Shikshan Sanstha's

Mahatma Phule Mahavidyalaya, Pimpri pune-17.

Systems and procedures for maintaining and utilizing physical, academic and support facilities – Laboratory, library, sports complex, classrooms

The college is committed to provide required and sufficient infrastructural facilities for the smooth conduct of curricular, extracurricular and extension activities on campus. The college administration has been very keen and has made concerted efforts for creation, enhancement and maintenance of infrastructure during the year to keep step with the academic growth of the college and challenges set ahead of higher education. Some of the features of the policy adopted by the college for infrastructural development are as follows:

- To create/enhance infrastructure on priority basis to support the institutional goal of imparting quality education and promote teaching learning environment.
- To collect reports on infrastructural needs from all HODs, Chairmen of support services like library, sport, NSS, Arts Circle, Placement Cell, Health Centre and Research Committee periodically.
- Optimum utilization of the existing infrastructure for curricular, co-curricular and extracurricular activities.
- To generate enough funds through various schemes of UGC under General Development Grants and others that provide financial assistance for creation/enhancement/maintenance of infrastructural facilities.
- To constitute building and maintenance committee to look after infrastructure development and monitor the same through College Development Committee (CDC) and IQAC.
- Creating linkages with NGOs, social organizations, businessmen, industrialists, etc. beneficiaries and avail financial and technical assistance for infrastructure development.
- Raising funds from alumni, well-wishers and other stakeholders.

The CDC and IQAC of the college follow the policy of governing institution, Rayat Shikshan Sanstha, Satara for planning and development of infrastructure. The college takes sincere effort to keep available infrastructure in line with its academic growth. Timely actions are taken to develop/argument physical and technical infrastructural facilities for effective implementation of curricular, co-curricular and extra-curricular activities. The college has a separate Building and Maintenance Committee which looks after the infrastructural needs in the purview of academic growth of the college.

The college is of multi-faculty and impart education in 17 UG and 7 PG level programmes, 41 skill Based Short-Term Courses and Major extension activities like NSS, Sports, Cultural, Women Cell, Health Centre, etc. Which is the evident of optimum utilization of the available infrastructure. It is run in shifts from 7.30 a.m. to 6.00 p.m. All UG level programmes of Arts and Commerce are held in morning session whereas all UG level programmes of Science and PG level classes conducted in afternoon session. Furthermore, all infrastructural facilities are made available for extra-curricular activities like NSS. Seminar halls are used for the organization of workshop/seminars/conferences, different functions meetings and, etc. The same are made available for different functions of NGOs, Industry, government bodies. etc. The gymkhana ground is utilized for outdoor. College takes every care to develop growth of the infrastructure. It will, in due course of time, be in tune with academic growth of the college. For the optimum use of infrastructural facilities, we run the college in three shifts. Infrastructure of the college is utilized for B. Lib. and M. Lib. Program classes on Sundays as a part of maximum utilization of the infrastructure available. This infrastructure is provided for competitive examinations of Rayat Olympiad examination, Karmaveer Vidyaprabodhini examination, Maharashtra Public Service Commission competitive examination and like. Sambhaji Nagar, Chinchwad campus of the college is dedicated for B. Voc. degree program, Competitive Examination Guidance Centre and two of the short-term courses namely Fashion Designing and Beauty Care. On this campus, Botanical Garden, Vermi-Compost pit and Azolla Culture Pond have been situated. Regular maintenance of these arrangements is reflected in beautification of the campus. Adequate laboratory facilities for science departments are provided. In addition to that laboratory of departments of English, Commerce, Psychology and B.B.A. (Computer Application) are maintained regularly. Central library of the college provides book reading and borrowing facilities to students and faculty members as well. Its advanced computer facilities like OPAC and its own Blog attached with website of the college have enriched learning experience of the students. All the infrastructural facilities are being maintained and developed in phased manner. Laboratory equipment are purchased and utilized for students' benefit. Maintenance of these facilities is done by the supports staff and the student volunteers of the Earn and Learn Scheme. Financial auditing of the same is done by the parent institute through regular periodical structure. Maintenance and regular cleaning of lavatories and washrooms

are hired by outsiders. All these infrastructural facilities are protected with proper setup of CCTV surveillance system.

Maintenance of:

1. Classrooms, Seminar Hall:

Classrooms and Seminar Hall are provided with enough seating capacity and LCD projectors. Cleanliness of class room Seminar Hall is maintained on regular basis. Working condition of audio system, LCD projectors etc. is done on regular basis.

2. Library Facilities

The books and journals are maintained against disfiguring. Book binding is carried out on regular basis for damaged books to avoid further damage. Stock verification is done as a part of regular monitoring and control. Library Adviser Committee has been constituted for co-ordination in respect of learning resources.

- Update and upgrade the library contents, periodically as per updates in curriculum
- Gaining of new books & renew of journals and recommendation for additional books
- Addressing issues and grievances of users
- Updating and maintaining of all library records

3. Computer

The college has an adequate number of computers with internet connections and utility software's. Computer systems, UPS, software's and Servers are maintained by technical assistant through Rameshwar Shivraj Parge, Rahatni, Pune. IT infrastructure is maintained by the head, BBA(CA) Coordinator along with departmental HOD's.

4. Laboratory:

Laboratories are regularly maintained by the Laboratory attendant. Records of equipment's are maintained in Dead-stock Register as per the process. Equipment's are maintained properly, calibrated and serviced periodically Major maintenance of instruments is carried out by external agencies.

3. Other support systems:

- Regular cleanliness of corridors, washrooms, sanitizing of washrooms is done through daily wages.
- Classrooms, laboratories and premises are cleaned by Peon and Lab Attendant.
- Greenery is maintained by the department of Botany of the institute.
- Solar Panels and power backup facilities are maintained by AMC.
- Clean and hygienic drinking water is available in the institute. Coolers are maintained and cleaned on regular basis.

- Sports facilities are maintained by the physical director and the non-teaching staff.

The below mentioned points are inspected before start of every semester.

- Classroom facilities such as lights and fans, LCD projector and availability of internetconnections are inspected before start of every semester.
- Working condition of computers, devices, and equipment's ensured.
- Office Superintend of the institute inspects the facilities like toilets, classrooms,corridors.
- Physical director ensures the availability of sports equipment and monitors the usage ofthe ground, courts and indoor/outdoor games facilities.
- Stock checking activity is done prior to start of new semester.



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