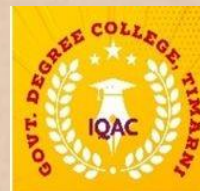




Govt. Degree College, Timarni

Dist.- Harda (MP)



(Affiliated with Barkatullah University, Bhopal)

Accredited by NAAC with 'B'

College Code :- 3208 www.gdctimarni.in AISHE Code :- C-35109



4.4 Maintenance of campus infrastructure

Maintenance policy

Office of The Principal Govt. Degree College Timarni, Dist. Harda (M.P.)

College Code : 3208

Phone/ Fax : 07573-292018

E-mail Id- hegctimhar@mp.gov.in

No./ 421 /2023

Date : 15/06/2023

Declaration

This is to declare that the information, reports , true copies and numerical data etc. furnished in this file as supporting documents is verified by IQAC and found correct.

**IQAC Coordinator
Director/Co-ordinator
Internal Quality Assurance Cell
Govt. Degree College, Timarni (3208)
Distt. Harda (M.P.)**

**Principal
Govt. Degree College
TIMARNI (HARDA) M.P.**



The College has a well-defined policy and system in place for the maintenance and utilization of all its physical and academic facilities.

Classroom Management



Classroom being the most primary and important workspace, it is managed with proper systems and procedures as recommended by the college teachers and staff members and the Principal in accordance with Local Management Committee (Janbhagidari Samiti). It is followed keeping in mind the modern teaching learning environment. The classrooms are well equipped with all modern technology like the smart boards, mike systems, and other technologies for better and effective teaching. CCTVs installed in each classroom to make sure of the safety and the security of all students, teachers and equipment. Stock list of assets of Class room property, cleaning and maintenance are done on a regular basis. All the modern teaching technology, proper reporting system about repairs and replacements are the basic attributes of classroom management. This also includes the asset management that forms the core in the working of the college.

Laboratories



As the College has Undergraduate Science Faculties along with Post graduate course (Self Finance) in M.Sc. Computer science. Science faculties which constitute with Zoology Lab, Botany Lab, Physics Lab, and Chemistry Lab well versed with lab equipment, glassware, chemicals, white boards and one computer in each department with LAN facility. M.Sc. Computer Science Lab having all the ICT tools like computer with LAN facility, projector etc. The Laboratory policy forms the core in the working of the institution. While the Laboratory has several instruments and equipment, the same is maintained annually on regular basis.

The Locations of laboratory are very safe and fire extinguishers help to assure protective measures to minimize the casualties along with these general instructions to students regarding the safe and secure usage while in the laboratory are displayed in each lab.



Library



The library of the college has its own mechanisms system, books are available according to the courses running in the college. Generally, the norms conform to the institutional policies and the policies of the parent body. Yearly statistics for utilization of library resources helps in collective development policy of the library. Withdrawal of books and other reading material which is not useful for current references is done on a regular basis.

Sports



The college provides facilities for the following sports: Cricket, Kabbadi, Table -Tennis, Kho-Kho, Tennis, Volleyball, Weight Lifting, Gymming and Yoga. The sports committee schedules their activity as per the sports calendar provided by the university annually which includes various inter departmental, district and divisional level tournaments.

Sports committee looks after maintaining the sports ground and sports equipment. Committee organizes various indoor and outdoor sports competitions for students at intra and inters collegiate level. For holistic development, students are encouraged to participate in the competitions.

Sports competitions are organized according to the sports calendar of the MP Higher Education Department. In the college Tennis Ball, Chess Board, Table- Tennis board for students is also available where students play these games with enthusiasm. For yoga and other activities we are having Tin Shade area and a cemented stage for cultural activities, where all the cultural events like youth festival, annual functions are carried out inside the college campus.



Computers and other Electronic Appliances



Maintenance of computers (Hardware and Software), updating software (related to administrative) and overall maintenance of campus infrastructure is done as per need. Annual maintenance for computers, copier machines, software, CCTV, garden, and security is also done as required. Policy is developed to maintain a balanced ratio of student and computer, so that all students will be benefited for academic purposes. Website is maintained and updated with the help of external and internal professionals. Purchase Committee looks after all the purchases in the college.

Safety and Security



Institution follows all safety and security norms as required for an educational institution and makes optimal use of all security mechanisms. Safety of girls is specially handled and appropriate measures are taken to make the campus safe for students.