

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institution accords great importance to the fact that the need of the day in the educational field is student-centred teaching and learning with the appropriate use of ICT along with the traditional chalk-and-talk. In this regard, e-content study materials are made available for the use of students both in the departments and in the college library. The library has a dedicated free-to-use cyber centre for the benefit of both the staff and students. Along with this, educational DVDs, language lab, LCD projectors fitted into specific classrooms enable the students to get varied and latest information in various areas of study. As an updated policy decision, students are encouraged to make use of computers for MS Word, MS PowerPoint, MS Excel, Adobe Photoshop, Adobe PageMaker, Adobe InDesign for presentations, class seminars, pagination work, preparation of news bulletin etc. These facilities are used not only for course-related study, but also for preparing for off-campus competitions, camps, conferences etc.

The students of BSc stream use the laboratory facilities in batches. This facilitates the maximum utilisation of the facilities available in laboratories.

Sports: Students those who are willing to participate in different sports and games are informed to enrol their names. Then they are permitted to use sports facilities. After the class hours and when the students do not have classes, the sports facilities are utilised.