



# GOVERNMENT COLLEGE RHENOCK

RHENOCK RUNGDUNG – 737133, EAST SIKKIM

(ACCREDITED BY NAAC)

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

The academic block houses most of the classrooms, departments, laboratories and seminar hall. The block is equipped with high speed Wi-Fi facility which can be accessed by both the faculty members and students. The faculty members use smart classrooms to deliver educational content to the students. Further, in order to provide adequate exposure to the students and faculty members, the college regularly hosts events such as seminar, audio visual programmes and screening of movies, workshop, counselling sessions etc. These events are usually held in the seminar hall which is equipped with an LCD projector, white board, laptop, sound box, cordless mike etc. These facilities are operated and maintained by the technical staff.

The laboratories are well equipped with the latest equipment's which are maintained by the respective departments with the help of individual lab attendants. Log book is maintained in order to track the proper use of laboratories.

Support facilities such as exam cell and fee payment counter are operational at the administrative block. This block also houses the library which has a wide selection of text books, reference books and journals. In addition to the existing stock of books, the library has added 1895 text books and 12 reference books during the assessment period. The purchases of books are done after consultation with the HODs of various departments. The operation of the library is managed efficiently using the Integrated library management system (SOUL 2.0). Apart from the books, the library has ten internet connected computer systems which are available for usage by both faculty members and students. Log books are maintained and checked periodically by the librarian in order to track the usage of library.

The security of the college campus is ensured with the help of CCTV cameras and security personnel. The maintenance of the college campus is looked after by the administrative staff, teaching faculty and student representatives. The students are regularly sensitized regarding the importance of a clean and green campus by the Eco Club. The Eco club also conducts regular plantation and cleanliness drives.

The college serves as a centre for IGNOU courses. Further, with the help of NIELIT, the college teachers, non-teaching staff and the students are able to get basic computer courses in the college itself.

The college owns one bus which picks up students and faculties from the surrounding areas. The functioning and maintenance of the bus is overseen by the administrator.

The Sports Committee of the college looks after the usage and maintenance of sports facilities and equipment's. The college also owns several music instruments and cultural dress sets which are under the watch of the Culture Committee.

The expenses relating to the maintenance of the physical, academic and support facilities are charged to Other Expenses head as well as Other charges head. Technical repair and maintenance is done on need basis and Annual maintenance contract has not been signed.

Overall, the college has laid down proper procedures and policies for maintaining and utilising the available infrastructure.