AQAR 2018-19

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)

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The infrastructure of an institution is the bedrock of all its activities. We take great pride in the infrastructure we have and strive to preserve it for the use of current and future stakeholders in a responsible and sustainable manner.

The library is our pièce de résistance. Spread over two floors with ample seating capacity and providing plenty of naturally-lit space for readers, our library houses an impressive collection of books and journals. The library is fully automated and uses KOHA Integrated Library Management System. Digital access, bar coded inventory, online catalogue and an online reservation system ease student use and allow for access of e-resources from anywhere within the campus with some material being available for access from outside the campus as well. The library is effectively managed by the librarian and her staff. The library gets grant from the GNCTD and is also funded by fee collected from students.

The college has six computer labs equipped with state of the art computer systems. High end servers, with multi-processor systems, are available for college fraternity for research purposes. Entire college premises is Wi-Fi enabled and each and every student and staff member has access to the same. Some students have also been given laptops by the college. Each lab is managed by a team comprising of a teacher-in-charge, one technical assistant and a lab attendant. A Systems and Networks Administrator looks after the upkeep of the entire network. Grant for purchase and upkeep of the IT systems is received from the GNCTD. Whenever required the college Governing Body also makes available funds for the same from the APC fund.

All classrooms are well furnished and ICT equipped for effective teaching and learning. Every classroom has a LCD projector, document projector and a public address system. Grant for maintaining the classrooms is received from the GNCTD. Whenever required the college Governing Body also makes available funds for the same from the APC fund.

The college has a team of gardeners to look after the upkeep of the college grounds. A Caretaker supervises their activities. The college office liaisons with the PWD of the Govt. of the NCT of Delhi for regular management and upkeep of the college campus.

Students of the college are regularly sensitised to maintain this infrastructure of the college in a responsible and safe manner. The Campus Code of Conduct, duly signed by the students and parents, makes the students aware of their duties towards this and has strict penalties in case of wilful damage.