

# MAYANG ANCHALIK COLLEGE

Rajamayang, Morigaon, Assam- 782411

Ph- 9435104360, 7578038004

E-mail: mayanganchalikcollege@gmail.com

Website: www.mayanganchalikcollege.org.in



## FIRST CYCLE NAAC ACCREDITATION 2021

### CRITERION IV

#### INFRASTRUCTURE AND LEARNING RESOURCES

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities- laboratory, library, sports complex, computers, classrooms.

Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities on the website within a maximum of 1000 words

Submitted to



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL



## MAYANG ANCHALIK COLLEGE

### THE POLICY AND THE PROCEDURE FOR MAINTAINING AND UTILIZING PHYSICAL, ACADEMIC AND THE SUPPORT FACILITIES

Mayang Anchalik College has a well organized mechanism for maintenance of classrooms, Laboratory, gymnasium, computers and other necessary tools and equipments in the campus. The dynamic planning body is functioning in the college to fill the shortcomings in the curricular, co curricular, extracurricular and infrastructural domains. The planning body of our college consists of Campus Development Committee, Building Committee, Library Advisory Committee and Campus Ecological Committee always keeps surveillance and evaluates the status of the institute.

#### **Maintenance of Physical Facilities**

The physical facilities including Classrooms, Digital Classrooms, Seminar Halls, computers etc. are for the benefit of the pupils admitted in the institute. The college authority has developed a systematic set up to provide continuous power supply to different blocks, continuous CCTV surveillance and general lighting facilities. The office staff and supporting staff is well trained to maintain a hygienic environment in the classrooms and washrooms. The non teaching office staff is entrusted to maintain the gardens of flowers and medicinal plants.

#### **Maintenance of Classrooms and Laboratories**

All of the classrooms are equipped with adequate infrastructure to facilitate a valuable teaching learning environment. The Laboratory of the Department of Education is equipped with all necessary apparatuses. Our campus is prepared with fire extinguishers and other equipments to fight with unnatural accidents. Our E learning center is equipped with sufficient number of computers with latest component configuration in a spacious hall. The computers are regularly updated with antivirus to fight against malicious cyber attacks. All the tools and equipments used in the institute are purchased by considering their energy efficiency.

The classrooms with teaching aids, classrooms and laboratories are maintained under the supervision of the concerned Departmental Heads. The support staffs are strictly instructed to maintain the cleanliness of the class rooms, corridors, balcony and the staircases.

#### **Maintenance of ICT facility:**

Mayang College uses the technical assistance from UD WEB SOLUTIONS, Rajamayong, Morigaon, Assam for providing uninterrupted ICT facilities in the campus. They provide the required software and their timely up gradation. With an objective to minimize the e-waste in the campus, the electronic devices like laptops, desktops, scanners, photocopiers,

printers are serviced and reused. The college campus is connected with Wi- Fi facility provided by BSNL and freely available to all for academic uses.

#### **Library Maintenance**

The staff of Dipan Chandra Nath Library is directed to keep the library records in a proper way for the easy accessibility of its users. The library is frequently updated with new academic requirements. Our library is completely automated by using KOHA. All books are properly marked with library seal, categorized and placed in the racks by maintaining the sequence. As a precautionary measure all books are periodically inspected to identify the possible damages and send for proper treatment with pasting or binding. Apart from the books recommended in the syllabus, our library aims to collect and preserve books with different contents to expand and expedite the quest for knowledge.

#### **Maintenance of Sports and Games Facility**

Mayang Anchalik College provides various sports items, equipments, gymnasium, several courts and a playground which are monitored and maintained by the college authority. Students are always insisted to participate in various sports activities and continuously mentored with experts of different fields. Our college hires professional coaches for training of our students. Besides, the courts and Playground is maintained by our Support staff. The equipments used for indoor and outdoor games are properly monitored and maintained in the campus. Sufficient first aid goods are always ready for facing the probable injuries and physical injuries.



A handwritten signature in blue ink, appearing to be "Rw".

Principal  
Mayang Anchalik College

Principal  
Mayang Anchalik College  
Date:.....

Web Link : <https://mayanganchalikcollege.org.in/policy-and-procedure/>