

## **VMV Commerce JMT Arts & JJP Science College.**

---

The procedure and policies adapted by the institution for maintenance and utilization of Academic and Physical facilities include regular maintenance of all the facilities and also replacement and up gradation of obsolete facilities. Grants received by the institution are used for the maintenance and utilization of academic and physical facilities

### **Computers**

- The computer systems are updated with anti-virus software on regular basis.
- There has been a considerable increase in the available bandwidth from 80 MBPS to 400 MBPS in the current year
- We have an AMC for the updating and maintenance of college website
- The College has an in-house team for the maintenance of its system and network and minor hardware daily repair

### **Library**

- Library committee consisting of head of all departments is formed to assess the need of books for the academic year as per the budget allocated to various departments
- The library of the college is fully automated with barcode system which enables the library to just scan the barcode and get all information related to the book( its author, price date of issue, date of return etc)
- A Register is maintained to note down the footfalls in the library everyday. Students are required to sign in the register at the time of their entry
- The students have to get no dues certificate from the library before receiving examination I card to ensure return of books issued by the students
- Weeding out of obsolete books is carried out on annual basis
- The institutional library is using "Softlib" library management version 2.5 since 2013.
- The library also has localized OPAC system enabling access of library to students and faculties from anywhere in the college .
- The college ensures that the library purchases current title of reference and text books including journals every year

### **Classrooms**

- Annual Maintenance contract for Housekeeping, Lift, Electrical works are signed with the providers for maintenance of physical facilities. The cleaning and maintenance of classrooms are outsourced to cleaning agencies who does the cleaning on regular basis

- Regular repair and renovation of the physical facilities is undertaken by the institution on need basis. The furniture, fixture and electric fittings are maintained by the institute on regular basis.

### **Laboratories**

- The duly signed and updated stock of laboratory equipments and instruments are maintained by the lab assistant of all the departments
- The cleaning and maintenance of equipments and instruments is done by in house staff under the supervision of respective HODs of the departments
- E waste and bio degradable waste generated from laboratories is disposed of systematically

### **Sports facilities**

- The institution has 10500 Square feet area for Kabaddi, Kho Kho, Volley Ball, Football Arena, Cricket net practice and college band troupe which is maintained by in house staff.
- The sports ground is leveled and grass mowing is done on regular basis
- The poles for volley ball basket ball are painted and obsolete net, stumps, bat, ball are replaced

*Smishra*

**Dr. S. R. Mishra**

IQAC COORDINATOR

*K.P.*

**Dr. K. P. Kariya**

PRINCIPAL  
Principal

**VMV Commerce JMT Arts &  
JJP Science College**  
Wardhaman Nagar, Nagpur