



**Rayat Shikshan Sanstha's**

**Shri Sadguru Gangageer Maharaj Science, Gautam Arts and Sanjivani  
Commerce College, Kopargaon, Dist. Ahmednagar**

The college has developed a well-established mechanism to maintain the physical, academic and support facilities. There are various committees such as College Development Committee (CDC), Purchase Committee, Library Committee, Building Committee, Campus Development, and Botanical Garden Committee etc. IQAC ensures the proper maintenance and utilization of the facilities as per the allocation of the budget.

**LIBRARY: Partially Automated**

Library advisory committee is functional and takes decision about buying new books as per allocation of funds and demand of the books provided by the departments through HOD's. Major decisions regarding the purchase & other issues such as weeding out of old titles, schedule of issue are taken in the Library advisory Committee meeting. The committee also looks after maintenance of the existing books.

Suggestion box is installed inside the reading room to take user's feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment.

Though the college library is partially automated, it is enriched with journals, reference books and text books, thesauruses, encyclopedias, educational CD's and e-materials to suffice the thirst for knowledge of the students. It has a spacious reading room for students. Rare books have been preserved and well maintained in the Library.

Librarian regularly issue books to the students, maintain library stock, and maintain books with the help of support staff.

**Computers:** The institute has an adequate number of computers with internet connections and utility software's. The maintenance of the computers is done by computer technician. Up gradation of software and hardware and maintenance of ICT facilities is done by the Vitrag Computer Pvt. Ltd., Sangli. The maintenance contract is renewed regularly. In case of purchase

of hardware's required, the approval is taken from the Principal before placing the purchase order. Regular up gradation is carried out for computers and software. The College has Computer Laboratory, which mainly caters to the academic needs of students.

### **Classrooms, Conference Hall**

Adequate in-house staff is employed to maintain hygiene and cleanliness in the campus. Classrooms, Staff rooms, Seminar halls, Laboratories etc. are cleaned and maintained regularly by non-teaching staff assigned for each floor. Wash rooms and rest rooms are maintained properly. Dust bins are placed at every floor.

The college successfully runs Earn and Learn Scheme. The students working under this scheme help in maintaining and cleaning the college campus, garden, library etc.

The maintenance work related to facilities like toilet blocks, computer labs, equipment, furniture, replacement of fire extinguishers, electric work, plumbing, RO-water-facilities, water tank, etc. is maintained through contract services.

### **Sport complex**

Gymkhana Committee has the responsibility for the creation and maintenance of sports facilities on the campus for the students and the faculty. The college has spacious gymkhana as well as sport ground catering to the needs of indoor and outdoor games. The gymkhana is equipped with modern sports equipment. It has separate play grounds for the sports of Kabaddi, Kho- Kho, Cricket, Basket Ball and Foot Ball. These grounds are well maintained and are utilized during various sports festivals organized by the college. It has well equipped facilities for indoor games like chess, carom, table tennis, boxing, etc. The equipment required for these sports are also well maintained.

### **Laboratory**

Laboratories are regularly maintained by the Laboratory Assistant & Laboratory attendant. Records of equipment's are maintained in Dead-stock Register (DSR) as per the process. Equipment's are maintained properly, calibrated and serviced periodically. Major breakdown maintenance if required, is carried out by external agencies.

