

Shri Sampatrao Mane Mahavidyalaya, Khanapur

Tal: Khanapur, Dist: Sangli,

Criterion No. 4

4.4.2) Policies and Procedure for Maintenance

Policies and Procedure for Maintenance and Utility of Infrastructure Shri Sampatrao Mane Mahavidyalaya, Khanapur is one of the leading educational Institutes located in hilly and drought prone area at Khanapur. Since 1983 provide the co-education of Arts Faculty and PGDCA. It has the campus area of 3 acres. The college has its separate building consisting of 11 Classrooms, 1 Library, 01 Seminar Hall and ICT Hall. The College has envisioned the changing phases of educational environment and has planned definite policies and procedure for the enhancement as well as maintenance of this infrastructure. It has a Gymkhana, Administrative office, and Separate staff room. It also has a 100 meter running track. Along with these academic facilities it also provides basic amenities to the students and staff that include a separate reading room, canteen, drinking water etc. All these infrastructural facilities are optimally utilized and maintained with a systematic planning. The following policies and procedure are followed to maintain and utilize the academic, physical and support facilities in the college.

❖ Academic facilities:

- Clean, spacious classrooms, some classrooms with LCD Projectors and regular maintenance
- Adherence to Shivaji University Curriculum and Examination System
- Specific budget allocation for Academic facilities
- Accommodation to heterogeneous students group with transparent admission system

- Enrichment of Curriculum by introducing need based short-term/ certificate courses

❖ Library:

- Borrow Card system and No dues system
- Stock taking and maintaining record of books
- Specific budget allocation for Library & Formation of Advisory Committee
- Purchase of Text books, supplementary and reference books, and educational CDs as per recommendations of staff and students
- Computerized library facility, book bank facility
- Open Access system, new arrival system and OPAC service.

❖ Physical Facilities:

- Budget Allocation for Physical Facilities as well as Sports for every financial year.
- Sanction for the Budget from Management.
- Maintenance of budget Accounts and its timely Audit
- Formation of committees from the Academic and the administrative staff
- Work Distribution to support staff for cleanliness and neatness of campus
- Additionally sport facility is available to local schools and junior college