

Policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms

A. Policy for Students for Accessing Computers and other ICT Facilities:

The college has a total of 15 laptops and computers in the WiFi enabled campus. Two Computer laboratories, one for use of girl students, the other for boys, have a total of 25 Desktops with committed internet connectivity. This apart, the Information Centre at the Central Library has 4 computers for accessing e-books by students. The college adheres to the following policy for students using computers:

- i. Students can use computers and internet free of cost.
- ii. Students can ask for print-outs and photocopies at very subsidized rates.
- iii. Computer Laboratories are open from 3:30 PM to 5:30 PM.
- iv. Teachers are assigned to assist and guide students in the Labs.
- v. Websites with sexual contents are blocked at the Central IP, and no one is allowed to access such sites.
- vi. Internet connection may be severed during storms and lightning to avoid physical harms to computer, laptops and androids.
- vii. ICT Management Committee routinely examines all computers and other ICT properties.
- viii. If any computer or any other ICT property is damaged by any student, it should be reported to the ICT Management Committee. The Committee decides punitive action for her/him.
- ix. IQAC has instituted a Prize for one student who frequents the computer labs/information centre most.

B. Policy of Maintenance of ICT Facilities:

- i. The Governing Body formed the ICT Management Committee in 2019.
- ii. The function of the Committee is to oversee and manage all ICT properties.
- iii. The Committee routinely examines the properties, almost, on monthly basis.
- iv. ICT Committee encourages students to surf internet and practice computers.
- v. ICT Committee is assigned to organize training programmes for students/teachings & non-teaching staff.

Policies for Maintaining and Utilising Library of Sundarban Hazi Desarat College

The college is situated in a remote place of Sundarban delta covering coastal belt affected by devastating storms, natural calamities and transportation/connivance system gives no guarantee to reach here or go to Kolkata or Canning in time.

Most students are from poorest and first generation learners' families and coming from so far and having a little assistance of books, learned society, cultural surroundings and enlightenment.

The college library has been providing for many years from its birth till date, a huge number of text books (approximately 24 thousand) in lending basis for 15 days and two time renewal each of 7 days.

The library room is large, specious and a handsome number of text and reference books, journals, periodicals, news magazines and news paper both in Bengali and English are provided for students they may study in a calm and quiet atmosphere.

Every student gets free internet facility and weekly especially published for searching jobs and education facilities all over India and abroad.

The librarian, assistant librarian and their associates are as good and polite as it could be and the students get utmost help from them in every respect regarding their learning.

The library serves the students from its birth to reach them from learning to wisdom.

Policy for Students for Accessing Sports and Gym Facilities:

Physical fitness is the key to success in the present fast running environment. In this context, sports promote both physical and mental growth while also strengthening national peace. In sports, everyone has an equal opportunity to compete, regardless of their socioeconomic situation, race, or creed. All people have equal rights and opportunities in this melting pot. Because it thinks that engaging in competitive sports and recreational activities is an essential component of education. As a consequence, the college is dedicated to development the formation of a diversified and sustainable sports and recreation system that will offer its students a comprehensive learning experience. The Sports sub-committee looks after providing and

maintaining the sports ground, and sports equipment in association with physical education department.

- Our college has a well-equipped sports section.
- There are two fields in the college for sports activities.
- The small one is used for volleyball and badminton activities.
- The large one is used for football, cricket, and athletics purposes.
- The sports facility is available between 6 a.m. and 6 p.m.
- Students and faculty members are allowed to make use of sports and fitness equipment (gym facilities) during their free hours. Rules for using the gym are available in the gymnasium room.
- Indoor games facilities are available, such as table tennis and carom.
- Every year, our students represent the university at regional, district, and state sporting events, among others.
- Periodically maintained sports equipment and grounds to care for students and, indeed, interim maintenance is performed as and when required.