

## Edayathangudy G. S. Pillay Arts & Science College

Accredited by NAAC (1st cycle) with 'A' Grade (Affiliated to Bharathidasan University)

Nagapattinam – 611002

Procedures and policies for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.

The College has an excellent and well-established infrastructure offering feasible teaching and learning environment. Annual budget is planned only after the discussion with the principal, other relevant authorities of various amenities to maintain and utilize physical, academic and other supporting facilities of the college. The actions taken by the relevant officers are appraised regularly.

CCTV cameras are installed in and around the campus for vigilance.

Classrooms: As the college adopts shifts – 1<sup>st</sup> shift from 8:45 a.m. to 12:50 p.m. and 2<sup>nd</sup> shift from 1:00 p.m. to 4:50 p.m. Each department can accommodate their students in sufficient space of their own classrooms. Power supply is entrusted to flow continuously with the help of generators affixed in the campus. The mending properties of the departments and the buildings are cared by the maintenance department. Occasionally, the classrooms are utilized for conducting competitive and other government recruitment and qualifying examinations during the holidays.

**Laboratory:** Stock register is regularly maintained in all laboratories of respective departments. Every year, annual stock is verified by a committee organized by the Principal. Follow up action is taken based on the committee's recommendations. Quality materials are equipped as per the guidelines given by the respective departments.

Computers: The computer control room is specially maintained with exclusive servers for website management, ERP system and its backup, Wi-Fi, College library, NPTEL and feedback system. The computer laboratory is equipped with standard computers with high specification, adequate power backup service, fire extinguishers and other relevant accessories essential to computers. Firewall is installed for security purpose and everything related to computer requirements are served and maintained by its own technicians.

**General Library:** The working time of Library is from 8:30 a.m. to 5:30 p.m. on all working days. During the holidays, except National holidays and Sundays, the library is working from 10:00 a.m. to 3:00 p.m. OPAC is partially followed in the library. Annual internal stock is regularly verified. The Library in-charges routinely monitor all the activities of library.

**Sports Facility:** Physical Education Director takes care of all the sports activities conducted in the college. An organized system is adopted for purchasing and maintaining sports goods and other facilities. Special training is given to the sportsmen for various games to achieve in the respective field. The college organizes State level and University level intercollegiate tournaments every year. The Indoor stadium and Gymnasium established in the college is utilized by both staff and students.

**Campus cleanliness:** The entire campus is routinely cleaned by the supporting staff. The toilets are also neatly maintained.

THE PRINCIPAL

E.G.S. Pillay Arts & Science College (Autonomous)

(Accredited with "A" Grade by NAAC)
Nagapattinam - 611 002,