

## CRITERION – IV

### INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 Physical Facilities

##### 4.1.1 How does the College plan and ensure adequate availability of physical infrastructure and ensure its optimal utilization?

The institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of the college – ‘to create an environment of excellence in education’ through technologically advanced pedagogical tools.

At the beginning of the academic year need- assessment for replacement /up gradation/addition of the existing infrastructure is carried out based on the suggestions from BOS members, Heads of the departments, lab technicians and system administrator after reviewing course requirements, computer- student ratio, budget constraints, working condition of the existing equipment and also students’ grievances. The Time Table committee plans ahead for all requirements regarding classrooms, laboratories, furniture and other equipments.

- Optimal deployment of infrastructure is ensured through conducting workshops/ awareness programs/training programs for faculty on the use of new technology.
- Effective utilization of infrastructure is ensured through appointment of adequate and well qualified lab technicians/system administrator.
- The optimal utilization is ensured through encouraging innovative teaching – learning practices.
- The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extra-curricular activities, parent teacher meetings, Campus Recruitment Training classes, campus recruitments, meetings, seminars, conferences etc.,. It is used as an examination centre for Bank Recruitment examinations, Government examinations/University Examinations like NET,APSET,ICET etc., CA exams, Centre for DNA and Finger printing Diagnostics (CDFD) and for Classes for Blind and medicine coaching classes. The college premises are used to host Osmania University (OU) Inter – Collegiate Table Tennis and Chess Competitions.

##### 4.1.2 Does the College have a policy for creation and enhancement of infrastructure in order to promote a good teaching-learning environment? If yes, mention a few recent initiatives.

The College has well regulated policies and mechanism to create, upgrade and enhance infrastructural facilities for quality sustenance and enhancement of the Teaching-Learning process. Most of the recent infrastructural initiatives taken up by the management were necessitated by the introduction of new courses and other Autonomy requirements.

A few recent initiatives taken up by the management are:

- Extended Campus of 18,740 sq.ft added in 2011
- State – of- the – Art Mass Communication studio & Lab with production unit and publication software was set up in 2011
- New Computer Lab in 2011
- Examination branch was set up with a strong room and two other rooms
- Upgraded the language lab with K-VAN solutions software to include interactive modules on Basic and Advanced Communication skills, soft skills and job skills.
- Established Statistics lab with 20 users in 2011
- Purchase of 30 Computer systems & and Air Conditioner in the year 2012 -2013
- Psychology lab with required equipment
- 16 Class rooms with LCD & internet facility
- Wi-Fi connectivity
- Purchase of 19 LCDs in last five years
- Up gradation of Library: 2278 New books, Journals and Periodicals, Magazines, Internet facility, Enhanced Library software.
- Purchased application software for examination branch, Admission & Fee collection, attendance, SMS gateway
- Purchased generator of 62.5 kV in the year 2012
- Additional Vehicles Shed
- Canteen was renovated with improved services and extended area of 1400 Sq.ft in 2012-13
- Fire alarm and 20 extinguishers have been installed
- Parking facility in extended campus with capacity of 120 vehicles

#### **4.1.3 Does the College provide all departments with facilities like office room, common room, and separate rest rooms for women students and staff?**

Each department has a spacious, well – furnished and well ventilated staff room adjacent to their respective class rooms.

Each faculty has individual cubicle, shelf space and safety lockers to keep their confidential papers. The staff rooms are equipped with furniture, computers with internet facility, laptops, external hard disk, pen drives etc. Adequate racks are also given for their departmental libraries. Separate rest rooms are provided for girl students and women Staff.

#### **4.1.4 How does the College ensure that the infrastructure facilities meet the requirements of students/ staff with disabilities?**

The Institution fosters an inclusive academic ambience for the differently- abled. An assessment is made of their special needs and they are provided with the following amenities/facilities:

- Mobility devices like Wheel-chairs, ramps and lifts are available.
- Care is taken to allot ground-floor class rooms or classrooms that have elevator accessibility.

- A student with poor vision is given an amplifier screen for lab work

#### 4.1.5 How does the College cater to the residential requirements of students? Mention

- \* Capacity of the hostels and occupancy (to be given separately for men and women)
- \* Recreational facilities in hostel/s like gymnasium, yoga center, etc.
- \* Broadband connectivity / Wi-Fi facility in hostel/s.

As the college is located in the heart of the city with a number of hostels present in the vicinity, the need for the Hostel has not been felt so far.

#### 4.1.6 How does the College cope with the health related support services for its students, faculty and non-teaching staff on the campus and beyond?

The College takes special efforts to ensure the health and well-being of its students and faculty members.

- Health care room on the ground floor with First Aid facility & bed is available for the students and staff.
- The college has MoU with Vijaya Mary hospitals and a visiting Doctor on the campus.
- Hygiene is meticulously maintained on the campus.
- Scavengers are appointed for the neat maintenance of washrooms
- Aqua guard units on each floor ensure pure drinking water.
- Staff is granted casual leave and sick leave
- Health awareness seminars & workshops are conducted by the Women Empowerment Cell to educate women students on health issues, women's rights, and other issues. Senior gynecologist visit annually to address the health queries of girl students & staff.
- The management renders monetary and emotional support to students & staff during medical emergencies.
- Paid Maternity leave is granted.
- Blood group identification tests are done annually.
- Emergency vehicle is available for student and staff.

#### 4.1.7 What special facilities are made available on the campus to promote interest in sports and cultural events?

##### Sports:

The college has a well qualified Physical Director who motivates & coaches students for Intra-college, Inter-college, University-level, State- level & National-level competitions. The college has a **Sports Committee** to effectively organize various sports on the campus for the students and also staff.

The college offers the following facilities to promote sports:

- Sports hall for indoor games like Caroms, Chess and Table Tennis.
- Volley Ball, badminton and Basket ball courts.

- Gym for fitness and health.
- Uniforms and sports kits are provided for all those who participate at major events
- Special dietary requirements and Travelling allowance to students participating in major events.
- College hosts Osmania University Inter-Collegiate Chess, Table Tennis Tournament on its premises.

***Note:** As the college has limited grounds, Osmania University and Nizam College grounds are hired on regular basis for Cricket and other field events.*

### **Cultural Events**

- The Cultural Committee plays a pivotal role in encouraging talented students to participate in cultural events at the local, state and national levels.
- The cultural committee organizes cultural activities during the College fest, Independence Day, Annual day, Christmas celebrations etc.
- The college has purchased musical instruments, tape recorder, PA system etc. to facilitate the cultural activities and enhance student's interest in music. A separate room is allotted for keeping the instruments safely. The College Choir has won various university-level, State level and national level competitions.
- A Choreographer is appointed to train the students in Dance and Drama.
- The college has indoor auditorium with green room
- The college has Drama Club - Spot Light

### **Other support facilities for participation in sports and cultural events:**

- Students are given flexibility in attendance.
- Students participating at university level or above are recognized and rewarded with certificates and trophies awarded on the College Annual Day
- Fees concessions
- Meritorious participants are given a due consideration in SBT (Skill based test for 10 marks) marks.

## **4.2 Library as a Learning Resource**

The college has one main library and seven departmental libraries. There is an Open Access Catalogue for students and staff. The reading room is well furnished to accommodate 185 students at a time and provides conducive environment for study. Exclusive reference section is available in the library. A visitor's book is maintained for students and staff. New arrivals of books and journals are displayed on separate stands and racks. Each student gets 5 Library issue cards and each Faculty member is given 7 Library issue cards for borrowing books.

Security of resources is ensured through a system of checking at the exit point for all resources borrowed by the users. Visitors are also required to sign noting the time of entry and exit. CCTV cameras are installed in the library for strict surveillance.

**4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?**

The Library is one of the strengths of the Institution. It has an Advisory Committee comprising Principal, Dean, Librarians and one faculty representative from each department.

The Committee has taken following significant initiatives to render the library student/user friendly:

- Increase in systems with internet facility
- Improving the borrowing facility with increase in number of books/days of borrowing.
- Book Bank facility for economically backward students
- Systems have been upgraded from PIV to I3 & I5
- Access to e-resources through INFLIBNET- NList and DELNET
- Increase in number of racks to house increased number of books and volumes.

**4.2.2 Provide details of the following:**

- \* **Total area of the library (in Sq. Mts.) : 639.73 Sq.m (6885 Sq.ft)**
- \* **Total seating capacity : 185 Nos**
- \* **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**

S. No	Days	Timings
1	On Working Days	8.00 am to 5.00 pm
2	On Public Holidays	Closed
3	Before & During Examination	8.00 am to 5.00 pm
4	During Vacation	8.00 am to 5.00 pm

- \* **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

Floor layouts are displayed near the entrance of the campus. Even sign boards are displayed inside the library. Floor Layout document is presented at the end of the criteria.

- \* **Access to the premises through prominent display of clearly laid out floor plan (adequate signage; fire alarm; access to differently abled users and mode of access to collection)**

- While layout of the campus indicates the location of the library, Plan of the library is also displayed at the entrance of the library.
- The library assistants guide the users in their search using OPAC.
- Students are enabled easy location of books through prominently displayed sign boards

- Library maintains accession register in addition to online public access catalogue
- Barcode technology speeds up the transactions
- The librarian and the other library staff personally attend to the needs of physically challenged persons. Lift facility is available for them to reach the library.
- Fire safety alarm and fire extinguishers are available.

#### 4.2.3 Give details on the library holdings & Total No.

**Print (Books, back volumes and thesis)**

**Non Print (Microfiche, AV)**

**Electronic (e-books, e-Journals)**

**Special collection (eg. Text book, Reference books, standards, patents)**

S.No	Holdings	
1	Print	Volumes: 24567 Titles: 10384
2	Non Print (Microfiche, AV)	CD's – 1120
3	Electronic (e-books, e-Journals)	Access to INFLIBNET e-consortia, DELNET, 200 e-books and e-journals
4	Special collection (eg. Text book, Reference books, standards, patents)	14045 Books
5	Other holdings	Question Banks

#### 4.2.4 What tools does the library deploy to provide access to the collection?

**\* OPAC**

- OPAC facility is available
- Online Public Access Catalogue, (OPAC) is extensively used by the students to access and check the availability of books and journals.

**\* Electronic Resource Management package for e-journals**

- INFLIBNET e-consortia
- DELNET

**\* Federated searching tools to search articles in multiple databases**

- Not available

**\* Library Website**

- Library information is available through college website.
- <http://www.josephscollege.ac.in/new-site/library.asp>

**\* In-house/remote access to e-publications**

In-House access only - through IP and LAN connected systems to e-publications

#### 4.2.5 To what extent is the ICT deployed in the library?

**\* Library automation**

**\* Total number of computers for public access**

- \* **Total numbers of printers for public access**
- \* **Internet band width speed** □ 2mbps □ 10 mbps □ 1 gb (GB)
- \* **Institutional Repository**
- \* **Content management system for e-learning**
- \* **Participation in Resource sharing networks/consortia (like Inflibnet)**
  
- \* **Library automation**
  - A library automation software New GenLib is used for day to day transactions of the library.
  - Barcode technology speeds up the transactions(Dewey Decimal System is followed for categorizing the books)
  - CCTV is installed for effective surveillance
  
- \* **Total number of computers for public access**  
10 computers with the latest configuration are made available in the Libraries for ready access to e-resources and for browsing internet. Scanner is also available.
  
- \* **Total numbers of printers for public access**  
One latest Canon network printer is available
  
- \* **Internet band width speed** □ 2mbps □ 10 mbps □ 1 gb (GB)  
50 MBPS leased line
  
- \* **Institutional Repository**
  - Students Project Reports
  - Syllabus Copies
  - Model Question Papers
  - Class room instructional material
  - Unit Planners
  
- \* **Content management system for e-learning**  
The college has a ICT centre for e-learning
  
- \* **Participation in Resource sharing networks/consortia (like Inflibnet)**
  - As a part of resource sharing the institution has membership with
    - DELNET
    - INFLIBNET
    - British library corporate membership

#### 4.2.6 Provide details Per day

<b>Average number of walk-ins</b>	<b>112</b>
<b>Average number of books issued/returned</b>	<b>45</b>
<b>Ratio of library books to students enrolled</b>	<b>12:1</b>
<b>Average number of books added during last three years</b>	<b>1284</b>

<b>Average number of login to OPAC</b>	<b>25</b>
<b>Average number of login to e-resources</b>	<b>2</b>
<b>Average number of e-resources downloaded/printed</b>	<b>2</b>
<b>Number of information literacy trainings organized</b>	<b>5</b>

#### 4.2.7 Give details of the specialized services provided by the library

\* **Reference**

10384 reference books are available

\* **Reprography**

Reprographic facilities are made available at nominal cost to all students and faculty.

\* **ILL (Inter Library Loan Service)**

Inter Library loan Service is available through DELNET & British Library

\* **Information Deployment and Notification**

- Information related to current issues, competitive exams etc., is displayed on the library notice board.
- List of new titles / new arrivals are displayed in the library notice boards and are placed in separate racks for easy access. The concerned lecturers are informed about the same through personal mails.
- Assistance in searching Databases is provided to the users on request
- Some of the informative website addresses are displayed on the library notice boards

\* **OPAC**

An integrated centralized Web OPAC is available.

\* **Internet Access**

Yes – All the systems in the Library is connected with high speed free internet facility to facilitate the access of online databases and other academic and research materials.

\* **Downloads**

Yes - articles and other academic materials can be downloaded by staff and students

\* **Printouts**

Print out facility is provided through a network printer to the library users.

\* **Reading list/ Bibliography compilation**

The Library provides Bibliography compilation on special request.

\* **In-house/remote access to e-resources**

Access to in-house e-journals is only through LAN



\* **User Orientation**

A One day Library Orientation Program is given to New Batch of students every year along with a Library manual.

\* **Assistance in searching Databases**

Personal assistance and guidance is given.

User manuals with steps / instructions to access the databases are available.

\* **INFLIBNET / IUC facilities**

INFLIBNET e-consortia is available to all the faculty and students

**4.2.8 Provide details on the annual library budget and the amount spent for purchasing new books and journals.**

\* **Amount Spent on Purchase of books and journals**

S.No	Year	Annual Library budget (Rs)	Amount spent on Books(Rs.)	Amount Spent on Journals, magazines, memberships subscription (Rs.)
1	2008-2009	Rs 5,00,000	1,60,097	3,35,691
2	2009-2010	Rs 3,00,000	40,810	2,52,914
3	2010-2011	Rs 3,00,000	87,477	1,74,180
4	2011-2012	Rs 4,00,000	60,499	2,97,877
5	2012-2013	Rs 4,50,000	1,67,069	2,65,811

**4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services.**

**Yes.** The Library elicits the feedback from its users through following ways:

- Exit level feedback is taken from the students to ascertain the efficiency of the library as a learning resource
- Suggestion box placed at the entrance of the library invites suggestions to improve infrastructure facilities/resources and its contents are examined once a week
- The student feedback is also gathered at Student Quality Assurance Cell
- Oral feedback from the users is encouraged to address deficiencies
- Before the commencement of the course the librarian sends a format to be filled up by individual subject teachers, indicating the requirement of books / journals.

These suggestions are reviewed by Library Committee and necessary action is taken to improve library services.

**Impact:**

- Increase in number of text books and Reference books
- E-resources were added

- Special section of books to prepare for competitive examination has been setup
- Provision of special racks to safeguard personal belongings of users
- CCTV cameras were installed to Safeguard against misuse and theft of books

#### 4.2.10 List the infrastructural development of the library over the last four years.

- Purchase of Xerox cum Printer Machine worth 2 lakhs in 2012 -2013.
- Scanner, CCTVs, furniture, book racks, fittings were added in the last four years
- library software and Computers were upgraded

#### 4.2.11 Did the library organize workshop/s for students, teachers, non-teaching staff of the College to facilitate better Library usage?

- There is a tradition to provide a brief orientation on the library facilities for the first year students before the commencement of the classes
- An awareness programme is conducted for faculty and students on OPAC, DELNET, INFLIBNET and other facilities available in the library.
- Demonstration and input sessions clarify the doubts that faculty pose on various issues pertaining to e-journals and inter-library lending.
- Book exhibition is conducted every year.

### 4.3 IT Infrastructure

#### 4.3.1 Does the College have a comprehensive IT policy addressing standards on IT Service Management, Information Security, Network Security, Risk Management and Software Asset Management?

The comprehensive IT policy of the college is to support and facilitate the teaching, evaluation, research and administrative functions of the College through an e-managed environment, providing a wireless, high speed network, secured from intruders, with regular data backup and recovery techniques along with a licensed software and updated highly refined servers for better performance and flexibility. The college appoints a Systems Administrator for efficient maintenance of computers.

#### 4.3.2 Give details of the College's computing facilities (hardware and software).

- |   |                             |
|---|-----------------------------|
| * Number of systems with configuration              | : 357                       |
| * Computer-student ratio                            | : 1:5                       |
| * Dedicated computing facility                      | : Available                 |
| * LAN facility                                      | : Available                 |
| * Wi-Fi facility                                    | : Available<br>with 4 Nodes |
| * Number of nodes/ computers with internet facility | :150                        |
| * Proprietary software / Open source software       |                             |

### Computer Lab – I (GROUND FLOOR)

S.No	System Configuration	No. of Computers
1	Model: Lenovo, Processor – Intel Dual core -3.0GHZ Mother board: Intel 945GZ, RAM 1 GB HDD:160GB Optical Drive :Combo Drive Keyboard & Mouse: Lenovo, Monitor: Samsung 15” CRT	26
2	Model: Intel Desktop Processor – Core i3 – 3.00 GHz Motherboard: Intel DH61HO RAM – 4GB, HDD: 250GB Optical Drive: LG DVD Writer KB/Mouse : TVS, Monitor: LCD 18.5”	10
3	Model: Intel Desktop Processor - Intel i3 – 3.10 GHZ, Motherboard: Intel DH61WW RAM: 4GB HDD:500GB, DVD Writer : Samsung Keyboard & Mouse: Microsoft, Monitor: CRT 15”	06
4	Model: Intel Desktop Processor: P-IV-2.40GHz RAM: 256 MB Motherboard: Intel DH61 HDD: 40 GB, Mouse: Samsung Keyboard: Microsoft DVD Writer: Samsung, Monitor: CRT 15”	15

### Computer Lab – II (FIRST FLOOR)

S.NO	System Configuration	No of Computers
1	Model: Zenith Intel Processor P-IV 1.3GHZ Mother board : Intel 845 GLLY RAM: 128 MB HDD:40GB Disk Optical Drive :CD ROM Keyboard& Mouse: Zenith Monitor: Zenith 15” CRT	20
2	Model: Intel desktop Processor :P-IV 1.3GHz RAM: 1GB HDD: 80GB Mouse/Keyboard: Microsoft/ Samsung Optical Drive: CD Drive Monitor: CRT 15”	38
3	Model: Intel Processor: Core i3 - 3.2GHz RAM: 4GB, HDD: 500GB Keyboard: Microsoft DVD Writer: Combo Monitor: Zenith 15” CRT	06

### MASS Comm. Lab (FIRST FLOOR)

S.No	System Configuration	No of Computers
1	Model: Intel Desktop, Processor: Intel i3 – 3.10GHz, Motherboard: Intel DH61WW RAM: 4GB HDD:500GB, DVD Writer : Samsung Keyboard & Mouse: Microsoft,	17

	Monitor: ACER LCD 18.5"	
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### CKM Lab (SECOND FLOOR)

S.No	System Configuration	No of Computers
1	Model: Intel Desktop Processor – Core i3 – 3.00 GHz Motherboard: Intel DH61HO RAM – 4GB, HDD: 250GB Optical Drive: LG DVD Writer KB/Mouse : TVS, Monitor: CRT 15"	05

### Computer Lab – III (THIRD FLOOR)

S.No	System Configuration	No of Computers
1	Model: Lenovo, Processor: Intel Dual core 3.00GHZ Mother board: 946GZ, RAM: 1 GB MB HDD:160GB Optical Drive Combo Drive, KB & Mouse: Lenovo, Monitor: Samsung 15" CRT	11
2	Model: Intel Desktop, Processor: Dual core 2.08 GHZ, Motherboard: Intel D102G RAM: 1 GBMB HDD:80GB, Keyboard & Mouse: Microsoft Optical Drive: LG CD - R Monitor: CRT 15"	20
3	Model: Dell, Processor: Dual core 3.02GHz RAM: 1 GB Motherboard : Intel 915 HDD: 80 GB Keyboard & Mouse: Dell Optical Drive: Samsung Monitor: CRT 15"	10
4	Model: ACER, Processor: Dual Core 2.00GHz Motherboard: Intel 965, RAM: 1GB, HDD: 320GB Keyboard & Mouse: ACER, Optical Drive: DVD-Writer, Monitor: CRT 15"	19
5	Model : Intel Desktop Processor: Corei5 - 2.03GHz Motherboard: Intel D61WW HDD:500GB RAM: 4BG Keyboard & Mouse : Microsoft Monitor: CRT 15"	02
6	Model: Intel Desktop Processor: P-IV-2.40GHz RAM: 256 MB Motherboard: Mercury 845 HDD: 40 GB, Mouse: Samsung Keyboard: Microsoft DVD Writer: Samsung, Monitor: CRT 15"	10

### Electronics Lab (FIFTH FLOOR)

S.No	System Configuration	No of Computers
1	Model: Intel Desktop Processor – Core i3 – 3.00 GHz Motherboard: Intel DH61HO RAM – 4GB, HDD: 250GB Optical Drive: LG DVD Writer KB/Mouse : TVS, Monitor: CRT 15"	05
2	Model: Intel Desktop Processor – PIII – 2.00 GHz	

	Motherboard: Intel 815 RAM – 256MB, HDD: 40GB Optical Drive: CD Drive KB/Mouse : TVS, Monitor: CRT 15”	03
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### Extended Campus - Computer Lab

S.No	System Configuration	No of Computers
1	Model: Intel Desktop Processor P-IV 1.3GHZ Mother board : Intel 845 GLLY RAM 256MB HDD: 40GB Optical Drive : CD-R Keyboard & Mouse: FronTech Monitor: Samsung 18” LCD	40
2	Model: Mercury Processor: 2.04GHz RAM: 1 GB HDD: 80GB Keyboard & Mouse: TVS Optical Drive: LG CD-R Monitor: View sonic 15’	19
3	Model: Intel Desktop Processor: Core i3 – 3.00 GHz Motherboard: Intel DH61HO RAM – 4GB, HDD: 250GB Optical Drive: LG DVD Writer KB/Mouse : TVS, Monitor: LCD 18.5”	05

### Administrative Office (GROUND FLOOR)

S.No	System Configuration	No of Computers
1	Model: Intel Desktop, Processor: Intel i5 – 3.10GHz, Motherboard: Intel DH61WW RAM: 4GB HDD:500GB, Optical Drive: Sony DVD - Writer Keyboard & Mouse: Microsoft, Monitor: ACER LCD 18.5”	04
2	Model: Intel Desktop, Processor: Intel Dual Core 2.10 GHz, Motherboard Intel 945GCCR RAM: 1GB, HDD:80GB, Optical Drive: Combo Drive, Keyboard & Mouse: Microsoft, Monitor: ACER LCD 18.5”	04
3	Model: ACER, Processor: Dual Core 2.00GHz Motherboard: Intel 965, RAM: 1GB, HDD: 320GB Keyboard & Mouse: ACER, Optical Drive: DVD-Writer, Monitor: LCD 18.5”	01
4	Model: Lenovo, Processor: Intel Dual core 3.00GHZ Mother board: 946GZ, RAM: 1 GB MB HDD:160GB Optical Drive :Combo Drive, KB & Mouse: Lenovo, Monitor: LCD 18.5”	02
5	Model: Dell, Processor: Core 2 Duo 2.93GHz RAM: 3 GB Motherboard: Intel Inspiron 560 HDD: 80 GB, Keyboard & Mouse: Dell, Optical Drive: Samsung, Monitor: LCD 18.5”	02

## Departments

S.No	System Configuration	No of Computers
1	Model: Intel Desktop, Processor: Intel Processor, Motherboard: Intel DG Series RAM: 2GB HDD:160GB, Optical Drive: DVD - Writer Keyboard & Mouse: Microsoft, Monitor: ACER LCD 18.5”	33

## Propriety Software / Open Source Software

### Propriety Software:

- Oracle 8i
- MS- Office 2000
- Turbo C++
- JBuilder
- IBM Rational Rose
- MSDn – 7.0
- SPSS Software
- Norton Antivirus

### Open Source Software:

- Tomcat Web Server
- Redhat Linux
- MySQL
- PHP
- Python

### 4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The plans for infrastructural development are given top priority as the College realizes the correlation between adequate infrastructure and effective teaching – learning. The strategies adopted for ensuring adequate infrastructure are as follows:

- At the beginning of the academic year need- assessment for replacement /up gradation/addition of the existing infrastructure is carried out based on the suggestions from BOS members, Heads of the departments, lab technicians and system administrator after reviewing course requirements, computer- student ratio, budget constraints , working condition of the existing equipment and also students grievances.
- Optimal deployment of infrastructure is ensured through conducting workshops/awareness programs/training programs for faculty on the use of new technology.
- Effective utilization of infrastructure is ensured through appointment of adequate and well qualified lab technicians/system administrator.
- Renewal of AMC is done at the beginning of the academic year for the deployed Software applications, UPS and Generators.

#### 4.3.4 Give details on access to online teaching and learning resources and other knowledge, and information provided to the staff and students for quality teaching, learning and research.

The College encourages ICT backed teaching – learning practices to promote innovation and effective learning. The strategies adopted in this direction are:-

- Prompt access to e- learning resources is ensured through free high speed internet connectivity (50 Mbps), Wi-Fi connectivity and intranet facility for all departments
- Adequate number of internet enabled systems is made available in the libraries, departments, labs and classrooms for the easy access to e-learning resources.
- INFLIBNET , DELNET facilitate access to e-journals
- Multi-media learning is facilitated through an Audio-Visual room with an LCD television, speakers and projectors.
- Students are informed about available open e-resources like MIT, NPTEL, NMEICT etc to widen the access to virtual class rooms.

#### 4.3.5 Give details on the ICT enabled classrooms/learning spaces available within the College and how they are utilized for enhancing the quality of teaching and learning.

16 classrooms, 4 Seminar halls, 6 labs are equipped with LCD and Internet facility.

- Effective teaching learning is facilitated through ICT - backed teaching aids.
- ICT backed teaching aids help the innovative teacher to explore creative and interesting ways to enable the students to think critically and learn imaginatively.
- Technically supported learning environment is effective as it enables the use of wide range of teaching aids like CDs, PPTs, Movies, Open e-learning resources like NPTEL, You Tube Video lectures, NMEICT etc.

#### 4.3.6 How are the faculty facilitated to prepare computer aided teaching-learning materials? What are the facilities available in the College or affiliating University for such initiatives?

- Faculty members are trained in the preparation and use of e-teaching materials through Computer awareness programme conducted by the Computer Science Department before the commencement of classes every academic year.
- Resource persons are invited to give faculty updates about latest tools for compilation of e - instruction material.
- Staff is sent to refresher courses/orientation programs for e-content development.
- Each department is equipped with two Computers, one Laptop, Printer, External Hard disk, pen drive and free Internet facility.
- 28 no. of LCDs are made available for the extensive use of computer aided teaching.

#### 4.3.7 How are the computers and their accessories maintained? (AMC, etc.)

The college has employed five qualified fulltime lab technicians who attend to all minor problems related to computer labs. There are two hardware and software qualified personnel employed in the campus, for the purpose of constant vigil on maintenance of all systems. The students are encouraged to enter their comments in the register that is placed in the Lab

in case of failure of any system. In case of any major problem, the college calls for experts from professional companies, depending upon the nature of the problem.

**4.3.8 Does the College avail of the National Knowledge Network connectivity directly or through the affiliating University? If so, what are the services availed of?**

Not available

**4.3.9 Provide details on the provision made in the annual budget for update, deployment and maintenance of the computers in the College?**

Amount spent on maintenance of the of the computers in the last five years

Particulars	2008-09	2009-10	2010-11	2011-12	2012-13	TOTAL
R & M Computers	19630	34243	83218	105663	322657	490521
Update and deployment of computers	--	--	--	589952	548689	1138641

## 4.4 Maintenance of Campus Facilities

**4.4.1 Does the College have an Estate Office / designated officer for overseeing maintenance of buildings, class-rooms and laboratories? If yes, mention a few campus specific initiatives undertaken to improve the physical ambience.**

- The college has Maintenance Committee that oversees the maintenance of buildings, classrooms and laboratories.
- The Maintenance committee is headed by the Office Superintendent who in turn monitors the work of the Supervisor at the next level. The Supervisor is accountable to the Office Superintendent and functions as the coordinator who efficiently organizes the workforce, maintaining duty files containing details about their individual floor-wise responsibilities, timings, leave etc. The maintenance officer conducts periodic checks to ensure the efficiency /working condition of the infrastructure.
- Adequate in -house staff is employed to meticulously maintain hygiene , cleanliness and infrastructure on the campus so as to provide a congenial learning environment. Classrooms, Staffrooms, Seminar halls and Laboratories, etc are cleaned and maintained regularly by Non-teaching staff assigned for each floor. Wash rooms and rest rooms are well maintained. Dustbins are placed in every floor. The Green Cover of the campus is well maintained by a full time gardener.
- Optimum working condition of all properties/ equipment on the campus is ensured through annual maintenance contracts (AMC). The AMC purview includes maintenance of Generator, Elevator, Air Conditioners, CCTV cameras and Water Purifiers . Apart from contract workers, the college has trained in-house electricians and plumbers.



- Lab assistants under the supervision of the System administrator maintain the efficiency of the college computers and accessories.
- Parking facility is well organized. It is efficiently maintained by annually renewed contract employees.
- The campus maintenance is monitored through surveillance Cameras.

#### 4.4.2 Does the College appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained? Give details.

- The institution has appointed employees on permanent basis for maintenance and repair works. Class IV employees, a gardener, two watchmen and two security guards are available for the upkeep of the building. An electrician and computer technicians are on permanent basis for maintenance and minor repairs in the labs. They attend to the normal work of the college. If there is a major service requirement, the specialists in the respective work are called on remunerative basis. There is a special Maintenance Officer appointed on the campus. Carpenters, plumbers and Painters are also employed on contract basis for the maintenance of the infrastructural facilities.
- Each building on the campus, including classrooms, labs, seminar halls playgrounds etc., is attended/ supervised by an external or internal supervisor

**Details of Maintenance of Infrastructural facilities**

Infrastructure equipment	Maintenance and Services	
	Internal Supervisors	External Supervisors
Physics lab	Lab Technicians	Texla Scientific Instruments
Electronics Lab	Lab Technicians	Physitech Electronics Pvt. Ltd.
Mass Comm. Lab	Lab Technicians	---
Computers, LCD, Printers	System Administrators from the department of Computer Science	Global Technologies, Vector Technologies, S.V. Electronics
Generator / Tranformer	A Non-teaching staff from office	Sarvana Pvt.Ltd., Veetech Pvt.Ltd.,
UPS in Computer Lab, Departments, Office, Seminar Halls, Conference Hall, Examination Branch, Library	Computer Science Department	Compact Systems Pvt.Ltd.
Electrical, Power Supply and Plumbing	Support staff and lab assistants	Bernard ,Electrician
Networking	System Administrator	----
MOODLE	In house Faculty	-----
College Website	Computer Science Department	Rify Hosting Pvt. Ltd.
Admission & Attendance	Computer Science	Volksoft Technologies

Software Accounting Software	Department	Pvt.Ltd, Uniweb Graphics , Akshara Software Company
Building Maintenance	Support staff	Pandu & Srinivas (Carpenters)
Lift	Support staff	Johnson Company, Otis (AMC)

**Details of Amount spent on Maintenance of Infrastructure in the last five years:**

S.No	Particulars	2008-09	2009-10	2010-11	2011-12	2012-13	TOTAL
		<b>AMOUNT in Rupess</b>					
1	R & M Building	616242	426099	813993	3531305	699598	6087237
2	R & M Vehicle	14682	5895	32007	17567	37070	107221
3	R & M Electrical & Electronics	324316	143928	182827	683013	482969	1817053
4	R & M Furniture	3000	152689	57654	80954	42895	337192
5	R & M Computers	19630	34243	83218	105663	322657	490521
6	R & M Generator	--	3600	--	--	166690	170290
7	R & M Photocopier	--	--	--	--	11850	11850
8	R & M Other Assets	--	6600	---	--	--	6600