

4.4.2.: There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – laboratory, library, sports complex, computers, classrooms etc.,

The college has systematic mechanism for maintenance of physical, academic and support facilities. The physical facilities are maintained and monitored by the Public Relations Officer. Some of them are maintained by an Annual Maintenance Contract (AMC) given to concerned agencies; some are maintained by external agencies on demand as per the need and the others are maintained by the faculty members of the institution and skilled staff appointed by the management.

LABORATORY:

Adequate laboratory facilities exist for carrying out all the experiments as per curriculum. The college has Physics, Chemistry, Mathematics and Computer Application departments with laboratory facilities. Every laboratory has lab-attendant for its proper maintenance. Laboratory equipment's, gas connection, etc are checked regularly by the staff of the concerned departments. All the laboratories maintain a stock register for keeping a list of chemicals, glassware, electronic equipment's and any other instruments used. The laboratory equipment's are maintained at the departmental level by the staff.

COMPUTERS:

The college has adequate number of computers with internet connections and the utility software is distributed in different locales like Office, Departments, Laboratories, Library etc.

- The Central Computer Laboratory is connected through LAN and is open for the students of BCA.

- To make work easier and systematic, the office computers have been installed with Administration Software and is restricted for use only to the office staff.
- Each department have their own computers with internet facility for the use of the staff members.

Periodically, parts required and unassembled systems are bought and assembled as required. For the maintenance and upkeep of computers and computer related facilities, AMC with Advanced Computer & Computing Systems (ACCS), Mangalore was done, and was active until October 2018. From January 2019, Mr Ankith V Moily has been appointed for the same. All the teaching aids such as LCD Projectors, PA Systems, Laptops, Desktops, Printers, Wi-Fi etc. are periodically checked and maintained by the IT Team and repaired when needed by authorized agencies. The AMC for E-Admin Office administration software along with Attendance Software, made with AARGEES Software, Hubballi was used until April 2020; and now, an interface within the college website is used for the purpose. The College Website milagrescollegekallianpur.edu.in is maintained by an appointed team.

LIBRARY:

The library has an advisory committee which meets at regular intervals to discuss various issues related to library facilities, services and activities. The committee works towards improving the overall library infrastructure and resources to make it user friendly. Library is partially computerised, barcode system is adopted. The library is using Easylib software for automation of the library and provides free wi-fi facility to student and staff. The college has AMC with Easylib Software Pvt. Ltd Bengaluru, for the library software. Online access to e-journals and e-books is provided through INFLIBNET NList. The library has a good collection of rare books. Daily cleaning of the books and rack,

and maintenance of library is done by two supporting staff appointed by the management. The Library is open to the students, staff and the stake holders like alumni, students of the sister institutions and the General public. The stake holders are permitted to borrow books after depositing caution money.

SPORTS COMPLEX :

The games and sports section in the college is being looked after by the Physical Education Director. All the sports materials and equipments are stored in sports room under the supervision of the PED. The games and sports register is also maintained. Students and staff members are allowed to use the sports equipments only after signing the register and need to return the same.

- The college has a spacious sports ground with 200 metre running track used by the college and our sister institutions for sports day and also other inter collegiate events.
- An outdoor stadium with basketball, volleyball, throw-ball, kabaddi courts, cricket pitch, etc. used for practice and tournaments.
- Indoor games facilities like Table Tennis, Carom, and Chess are utilized by students regularly. Gym is utilized and maintained by staff and students.
- The Auditorium is utilized for indoor College and University Level tournaments like Table-tennis, Chess, etc.
- The sports ground is utilized not only by the students and staff of our college but also by the local community, stakeholders as well as sister institutions after taking prior permission from the concerned authorities. The campus ground is also utilized by organizations like Rotary, Alumni, etc for different activities.

CLASSROOMS:

The institution provides well furnished and spacious classrooms for the students. The college authorities pay great attention in maintaining the classrooms. Nine classrooms, three laboratories and two seminar halls are provided with LCD projectors. The maintenance and cleaning of the classrooms is done by four supportive staff who are specially appointed for the purpose. It is also made available for governmental and non-governmental organizations for conducting competitive exams like KPSC, KEA etc.,

SECURITY AND SURVEILLANCE:

The college takes pride in providing a secure and safe campus. The security of the campus has been outsourced to a private agency Eagle Eye, Brahmapur. Security guards are trained and deployed round the clock and are regularly monitored by the Head of the Institution. There are surveillance cameras installed in all sensitive areas maintained by the system admin and periodically serviced by authorized agencies.

OTHER:

- The maintenance and cleaning of the campus and its infrastructure which includes the outdoor stadium, sports ground etc are done by four non-teaching staff who are specially appointed for the purpose..
- In certain cases the college gives the maintenance contract to local experts. D'Souza Electricals takes care of Electrical and Plumbing related maintenance.
- There are five water coolers with filters that are cleaned periodically.
- The college offers intercom facility that is maintained by the system admin.

- The College garden is maintained by the gardener who is responsible for maintaining the greenery of the College Campus.
- Sanitary Napkins Incinerators have been installed in the Ladies Restroom and Women's Hostel.