



## ಎಸ್.ಎಲ್.ಎನ್. ಕಲಾ ಮತ್ತು ವಾಣಿಜ್ಯ ಮಹಾವಿದ್ಯಾಲಯ

(ಕರ್ನಾಟಕ ಸರ್ಕಾರದಿಂದ ಮಾನ್ಯತೆ ಪಡೆದಿದೆ ಮತ್ತು ಬೆಂಗಳೂರು ಕೇಂದ್ರ ವಿಶ್ವವಿದ್ಯಾಲಯಕ್ಕೆ ಸಂಯೋಜನೆಗೆ ಒಳಪಟ್ಟಿದೆ).

ಕೋಟೆ, ಬೆಂಗಳೂರು - 560 002. ನ್ಯಾಕ್ ಮಾನ್ಯತೆ 'ಬಿ' ಶ್ರೇಣಿ

Janapakari Sri Doddanna Setty's

## S.L.N. College of Arts & Commerce

Recognised by Govt. of Karnataka, Affiliated to Bangalore Central University)

Recognised by UGC Under 2 (F), 12(B) NAAC Accredited 'B' Grade

Fort, Bangalore - 560002. E-mail : degreecollege@slncharities.org principal@slncollege.com

Ref. :

Date : ...01.../06/2019

### POLICIES FOR MAINTAINING AND UTILIZING PHYSICAL, ACADEMIC AND SUPPORT FACILITIES LABORATORY, LIBRARY, SPORTS COMPLEX, COMPUTERS, CLASSROOMS.

The college ensures optimal allocation and utilization of the financial resources which are earmarked for maintenance and upkeep of various -facilities by holding regular meetings of various committees constituted for this purpose.

Maintenance and utilization of laboratories are as follows:- For the maintenance of Computers and UPS, college hires competent technician who is responsible for regular upkeep. Technician is instructed to provide necessary indent with regard to the procurement of computer peripherals, etc., to the Principal well in time. Principal in consonance with IQAC and Purchase Committee makes the resolution for placing the order based on the available financial resources.

Policies and procedures of Library:- College has a functional Library Committee. The Committee is entrusted to conduct meeting atleast once in a semester. Committee seeks suggestions and recommendations for the procurement of any learning resources based on the course curriculum. Some of the initiatives are -

1. The requirement and list of books is taken from the concerned faculty.
2. The finalized list of required books is duly approved and signed by the Principal, Chairman, Library Committee.
3. Based on the approval from the Principal, Librarian processes the order to the reputed book depots.
4. Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked out / resolved by the Library Committee.
5. The maintenance of the reading room is done regularly by library staff.
6. Stock verification of library books is done every year.

Sports: - College has active Sports Committee. Necessary financial resources are earmarked for the conduct of various sports activities within the campus and also to encourage sports students to participate competitions at various levels. Similarly, college arranges coach for specific sporting events. To encourage and promote sports person, college provides financial assistance.



  
Principal  
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The maintenance of sports equipments is under the supervision of sports incharge of the college. The policy of stock taking of sports equipment is followed every year.

Classrooms: - To maintain cleanliness of the classrooms casual staff is allocated. The policy is to keep every classroom hygienic and ensure congenial learning atmosphere. Administrative staff monitors every class rooms for the proper functioning of lights, fans, LCDs and sees that lights are turn off after the college hours. In addition to this, college has placed notices at the prominent places of the college to create awareness about proper usage of electricity and water.

• Policies and procedures of maintain and utilizing other facilities:-

1. Regular cleaning of water tanks, proper garbage disposal, Generator, UPS is undertaken.
2. College campus maintenance is monitored through regular inspection by Administrative staff.
3. Outsourcing is done for maintenance and repairing of IT infrastructure such as computers, internet facilities including Wi-Fi and broadband.



  
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