



## Criterion IV

### Infrastructure and Learning Resources

*“The quality of a man's life is in direct proportion to his commitment to excellence”*

**Vince Lombardi**



## Criterion IV

### Infrastructure and Learning Resources

#### 4.1 Physical Facilities

##### 4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching – learning?

The College has an effective policy in place in order to create and enhance the infrastructure that facilitates effective teaching and learning. This policy consists of ensuring maximum and optimum utilization of the space and infrastructure so that the end user gets the best out of the available.

##### 4.1.2 Detail the facilities available for:

- **Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research, etc.**
- **Extra-curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene, etc.**

##### ■ Classrooms

The College has a range of classrooms, 40 in number, admeasuring between 472.50 sq. ft – 985.50 sq. ft. approximately. Each room can accommodate a large number of students. Some rooms are small for smaller class strength. There are a total of 1355 benches, 740 chairs, 152 tables and 102 cupboards in the College.

##### ■ Technology enabled learning spaces

In order to provide the latest technological devices to both students and teachers there are 19 LCD projectors in the premises, 28 OHPs and 2 interactive panels (Smart Boards). There are 4 copier machines and 1 Toshiba E Studio 555 printer - a special multipurpose printing cum photocopying machine with scanner facility. There is a special internet facility centre in the Library for the exclusive use of both students and teachers and 4 computer laboratories. We also have one fully equipped Auditorium and one Conference Room and an Audio-Visual Room.



### ✦ Seminar Halls

We have two conference / seminar rooms measuring approximately 985.50 sq. ft. and 800 sq. ft. respectively. In addition there is an air-conditioned AV Room measuring about 978.50 sq. ft. For larger gatherings and mass scale seminars we have the air-conditioned Jagmohandas Gokaldas Memorial Hall. (approximately 4000 sq. ft. large).

### ✦ Tutorial spaces

Though we have no special demarcated spaces for tutorials, the tutorials are conducted in the classrooms.

### ✦ Laboratories

The College has 9 laboratories in all— one each for Psychology, Geography and Microbiology; 4 Computer Laboratories, a special audio-visual centre - EduVision - for the visually impaired and a special Internet Facility Centre in the Library for both staff and students. The details of each are as follows:

#### ➔ Psychology

**Area:** approximately 627.25 +( 240.62 sq. ft. Counseling Room adjacent). There are 2 cupboards to keep testing apparatus and instruments, 1 blackboard, 4 benches, 9 tables and approximately 20 chairs for the students and teacher; in the counseling Room there are 2 rooms: an ante room (waiting room) and the other is the actual counseling area with 5-6 chairs and an air conditioner. There are 2 coaches in the ante room and a coach in the Counseling area for students who come for counseling. 75 psychological testing scales have been purchased from National Psychological Corporation to test various aspects of personality, ability and aptitude of the students.

#### ➔ Geography

**Area:** approximately 240.75 (+ 698.37 sq. ft. classroom adjacent) There are several maps and equipments: Satellite imageries, thematic, topographical, raised-relief, soil maps and survey equipments like clinometers, abney-level, prismatic compass, 1 OHP, 2 computers each for PG and UG and aerial photographs. There are special cupboards for storing thematic maps in a proper manner. There is also seating arrangement for the students.

#### ➔ Microbiology



**Area:** 954 sq.ft. approximately. The laboratory has several requisite equipment like autoclaves, water distillation unit, electronic balance, 18 microscopes, cyclo mixer, digital colorimeter and PH meter, a fridge, a hot air oven, laminator, incubator, rotary shaker, water bath, centrifuges, electrophoresis unit, mantle heater, 1 computer, 1 HP laser jet printer, TLC set complete, Seitz filter-membrane, magnetic stirrer, 1 round hot plate, 5 hemocytometers, 36 burner pairs, 2 fire extinguishers, 1 notice board, 13 glass cupboards, 1 steel cupboard, and a microwave.

➔ **Computer laboratories**

**Area** approximately: 474.50+558+800+432 sq. ft. There are 153 configured desktop computers in all here – with a computer-student ratio of 1:1, 2 routers [servers] with internet and Wi-Fi facility. 23 licensed software's too have been purchased.

➔ **Special Audio-Visual Centre – EduVision Laboratory - for the Visually Impaired**

**Area:** 561 sq. ft. This facility is endowed with 5 PCs, 1 TV and 2 scanners, which are specially designed for the visually impaired along with software's and audio aids.

➔ **Special Cyberspace in the Library**

For both staff and students- **Area:** 366 sq. ft approximately. This is located in the 4900 sq. ft. (approximate) library. It is exclusively reserved for the use of students and staff. The Wi-Fi facility is also available on request.

✚ **Specialized Facilities and Equipment for Teaching, Learning and Research**

The College makes every effort to provide specialized facilities and equipment to the teachers so that teaching, learning and research can happen in an exemplary manner. 19 LCD projectors, 28 OHPs and 2 interactive panels (Smart Boards), individual microphones to each teacher and a laptop for every department (16 in number), have been provided. There are 25 desktop computers and 16 laptops [total 41] available for the staff on campus at any given time for their use. A special multipurpose printing cum photocopying machine with scanner facility (Toshiba E Studio 555) has been made exclusively available to the teaching staff for their needs. Moreover, the college converts classrooms into reading spaces for students on holidays and after college hours particularly before and during exams.

Common facilities like staff room, vehicle parking area, canteen and drinking water facility are available in the campus. An Extension



Counter of the Malad Sahakari Bank Ltd. also provides the necessary service to the college from their office located on the campus.

#### ✦ Extra –curricular Activities

##### ➔ Sports, Outdoor and Indoor games, Gymnasium

For the all-round development of the students attending the college there is a fully equipped Gymkhana and Gymnasium (Fitness Zone) containing modern equipment. With separate sections for boys and girls, this area (comprising nearly 1443 sq. ft.), has 1 Walker Manual, Pec Dec Machine, Arm Pulley, Wristcurl Machine A B Board, Moon Bench, Preacher Machine, Double Bar, Chin Up Bar, Dumbell Stand, Weight Machine, Cycle Manual, Multipurpose Bench, and Twister each; 6 Dumbell Sets, 6 Loose Bars, 2 Mirrors and 20 Weight Plates in its Fitness Zone. The Zone is open to both students and staff from 7 am to 7 pm.

The Gymkhana has amenities for both Indoor and Outdoor games. To play Indoor games, there are 2 Table Tennis (TT) tables, 10 TT bats, 15 boxes of TT balls, 10 Carrom Boards with 20 boxes of Carrom coins and 10 Chess Boards. In-house Judo training is given for students attending intercollegiate Judo competitions. For Outdoor games, there are 2 Football nets and 6 Footballs. For Cricket we have 5 bats, 2 Season Bats, 3dozen Season Balls, 6 Helmets, 4 Wicketkeepers' Gloves, 6 Hand Gloves for Batsmen, 4 Abdomen Guards, 4 Elbow pads, 2 Chest Pads, 4 Thigh Pads, 6 pads and 9 Stumps + 4 dozen Tennis Balls. For Volleyball, we have equipments like 2 big Nets, 12 Balls and 6 Timers. We have 2 small Nets and 8 Balls for Throw Ball. We have 8 Badminton Rackets, 2 dozen Shuttlecocks and 1 Net. For Lawn Tennis, we have 2 Rackets and 1 dozen Balls. Football and Cricket kits, T Shirt and shoes are provided from the college as per the players' requirements during intercollegiate and other sports events. There is infrastructure like 3 tables, 5 chairs and 1 intercom extension. As we have no ground of our own, we have an arrangement where we hire the ground and coach for Cricket. For Football, the students are sent to SAI Ground, Kandivli. For Swimming, the students train at pools convenient to them and the necessary travel allowance is provided to them.

To motivate National level players, there are incentives like providing free text books under Book Bank, track suits provided by the college and their fees too is borne by the College.

##### ➔ Auditorium



The Jagmohandas Gokaldas Memorial Hall is the name given to our College auditorium. Admeasuring approximately 4000 sq. ft. it is used for conducting seminars, workshops, conferences, cultural events/activities, indoor games and other extra and co-curricular activities.

➔ **NSS and Students' Council**

This shared room measures about 240.75 sq. ft. It has the usual infrastructure, a Notice Board, 1 long table, a chair and 2 cupboards. We also possess 2 spades and 4 basins to collect soil – both used during the annual NSS camp. Funds for individual students and for the annual NSS Camp comes from the University. Shortfall, if any, is borne by the College.

➔ **NCC**

The NCC also shares its room with NSS Unit. We enroll students in other Units. There is 1 cupboard, 1 Notice Board and campus space is available for training cadets participating in the Independence Day parade. Uniforms, breakfast and shoes are provided to the cadets as and when required- the expense being borne by the College.

➔ **Cultural Activities**

These are usually conducted in The Jagmohandas Gokaldas Memorial Hall mentioned above. Else, the AV room with an area of about 978.50 sq. ft. is utilized for these.

➔ **Public Speaking and Communication Skills Development**

These are done by the several College associations and are conducted in either the air-conditioned AV Room, the Conference Rooms or in one of the classrooms. B.Sc. IT conducts special workshops for this. The several literary associations, the English Club and the Functional English (Add On) Course also handle the language development aspect of the needy students. Workshops were conducted for FYBA students with inadequate “spoken English” skills. 50 students benefitted from this workshop constituting sessions on newspaper reading, correct pronunciation and simple vocabulary. For students of SYBA, a special grammar improvement class was conducted for a whole year by the English Department (in 2008-09). This was done free of cost in addition to the Department’s regular workload.

➔ **Yoga**

Though there is no separate space for yoga practice on the campus, the College conducts sessions particularly for girl students. It is also sometimes done under the aegis of the Women Development Cell (an



external agency called 'Yoga Techniques' conducted a lec-dem for the girl students in the college auditorium, one year).

➤ **Health and Hygiene**

Talks are conducted in either the AV Room or the Conference Room in this regard. Students were given information about practical hygiene issues and told simple effective methods to lead a hygienic and clean life as a deterrent to common illnesses. The Women Development Cell conducted a talk-cum slide show on Cervical Cancer and about the need for proper nutrition and the infections and bacteria they could be exposed to.

For general hygiene needs on a daily basis the housekeeping is maintained by M/s Darekar & Group. There are total 9 staff – one each on every floor and separate staff in the ladies' and gents' washroom. The washrooms are cleaned every 2 hours.

**4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).**

The entire infrastructure mentioned above, is utilized in an optimum manner for maximum effectiveness.

The maximum use of classroom space happens in our College – classes are held in our premises from 7.10 am to 8.30 / 9 pm at nights, weekdays. Our Academy, classrooms are used for conducting exams of ICFAI, CA, Franklin Airhostess Academy, NIIT, Railway Recruitment Board exams; Soft skill Training of 4 days for TYBCom students by Literati Training Institute, Powai. All this is done on Sundays or on public holidays. The college staffroom is used by senior citizens of Malad area for their meets, The Kandivli Medical Association conducts its conferences and CA study circles use our Conference Room or auditorium for their CPE [Continuing Programme of Education] sessions as do the Sales Tax Practitioners – Malad Chamber.

The College auditorium is rented out to the public for social functions like marriages/ condolence meets. The Jain community uses our auditorium to conduct its evening prayer during their annual religious



festival, 'Paryushan.' Our premises are used by film producers to promote their films or products by Radio City Red FM, for instance. Our auditorium and conference room are given to the Joint Director of the Department of Education, Govt. of Maharashtra to clear papers of scale of both Teaching and non-teaching staff. Before Ganesh immersion our college is used by the police force to train their force in patrolling during this subsequent event. The auditorium is also let for data collection during elections. Thus we function in a socially relevant manner too. The EduVision audio-visual centre is also used by the Blind Association to train a handful of their students. Our Audio- Visual Room is used as a CAP centre by University of Mumbai for exam assessment.

#### About Specific Examples of the Facilities Developed/Augmented and the Amount Spent During the Last Four Years

Rs. 73,343 was spent on the purchase of testing material and instruments from National Psychological Corporation, Agra - for Psychology Laboratory in 2012. The other expenses were as follows: Expenditure on Equipment- Rs. 32,248 in 2009-2010; Rs. 520557 in 2010-11; Rs. 477775 in 2011-12; NSS Expenses: Rs. 26,500 in 2009-10, Rs. 3,232 in 2010-11, Rs. 23,728 in 2011-12; University. Sports & Cultural Activity Expenses: Rs. 87,220 in 2009-10, Rs. 65,430 in 2010-11, Rs. 186480 in 2011-12; Reading Room Expenses: -Rs. 27,596 in 2009- 10, Rs. 27,577 in 2010-11, Rs. 31,266 in 2011-12. The following up gradations were done in the last 4 years in the computers and its attached services.

**Table 4.1**

#### **Upgradation Done in 2009-2010**

Section	Up gradation Details
Computer Lab	61 desktops in B.Sc.I.T. lab are upgraded to C2D configuration. 20 desktops in Terrace lab are upgraded to C2D configuration. Quick heal and Eset licensed antivirus software is installed for all the nodes in the network. This antivirus software is an improvement over the previous one.
Overall	
Overall	Upgraded from static to dynamic type.



**Table 4.2****Upgradation Done in 2010-2011**

Section	Up gradation Details
Examination	1 Computer and HP Black laser printer
Office	1 I-Card Printer for printing staff and student I-Cards.
Gandhian Studies	1 DELL make branded desktop
Computer Laboratory No. 1	Number of desktops increased from 20 to 30.
Computer Laboratory No. 4	Done the Splitter setup
Cyber Space – Library	Number of desktops increased from 10 to 23

**Table 4.3****Upgradation done in 2011-2012**

Section	Particulars
Administration	10 Dot matrix 24 pin printers are purchased, installed for office counters.
IT.Administration	1 Server purchased for data
Computer Lab	Number of computers is increased in Lab 1 from 20 to 30.
	New Setup of Computers is done in Lab 3.
	Microsoft open license (Windows 2008) purchased
	Splitter setup is done Lab4
Library	Centralized UPS system is purchased for Library.
	New Server is purchased and installed for Application software (SLIM)
	Dell Laptop is purchased.
	Purchased one laser printer and scanner.
Geography	2 desktops with pinnacle software purchased
Psychology	1 laptop purchased
Career Guidance	1 desktop, laptop and HP laser black printer purchased
Entire Network	New hardware firewall (SONICWALL NSA 350 is purchased for entire network
Entire Network	21 HCL branded desktops
Server Room	1 Dell Branded Server
Geography	Bhugol Gram ++ software
Entire Network	5 Lenovo, 5 Dell Laptops
ISO/IQAC	1 Hp Colour Laser Printer

**Table 4.4****Upgradation done in 2012-2013**

Section	Particulars
Administration	Management Information System for Student data management (Software)
Degree Aided Exam	1 HP Black Laser Printer
Cultural Department	1 HP Black Laser Printer
Computer Lab No. 2	Jaws 13 –License
HR Department	Biometric machine with camera facility
Overall Network	Enlargement Eset Smart Security license
-onference Room and A.V. Room	Smart Board
Accounts - Aided	1 HP 1020 Black Laser Printer

Benches in the following classrooms were renovated in the last 4 years:  
Room # 11, 12, 13, 18, 21, 22, 23: a total of 264 benches.

✦ **The future planned expansions**

Yes, the College does have plans of expansion in the future: Having a Web Server setup and a Language Laboratory (in Computers) and building a seven-storeyed building admeasuring approximately, 41,000 sq. ft. to accommodate a management institute, a law school and teachers' training school is on the anvil. The College has ensured that its infrastructure is in line with its academic expansion.

**4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?**

The College takes special care of those students having physical disabilities. For their special needs, there is a ramp provided at the entrance porch to wheel in their wheelchairs, lift facility is given for their wheelchairs to be taken to their classrooms. A woman peon escort for the female handicapped students while visiting the washroom is provided. There is a special audio-visual centre, EduVision Lab set up especially for the visually impaired- Area: 561 sq. ft. This facility is endowed with 5 PCs, 1 TV and 2 scanners, which are specially designed for them. They use special user-friendly software and audio aids. Besides, rooms are allotted according to the needs of these students with special needs - location near the lift and toilet, for instance.



- ✦ Currently, we have one blind student – so a special arrangement has been made for him to attend Computer Practicals with other students: upgraded JAWS 13 (a talking-typing software where the student can listen to the voice of typed data with the help of headphones) is installed in one machine.
- ✦ The College library is catering special service to physically challenged students. As a special case, all the physically challenged students are given sufficient number of books and also the extended loan period for borrowing the books.
- ✦ A tailor-made reading table is provided for physically challenged students in the library premises.
- ✦ The audio CD-ROMs and cassettes with the required hardware are also available for these students.

#### 4.1.5 Give details on the residential facility and various provisions available within them:

- ✦ **Hostel Facility – Accommodation available**
- ✦ **Recreational facilities, gymnasium, yoga center, etc.**
- ✦ **Computer facility including access to internet in hostel**
- ✦ **Facilities for medical emergencies**
- ✦ **Library facility in the hostels**
- ✦ **Internet and Wi-Fi facility**

##### ✦ Hostel Facility

Accommodation available: Though the College has no residential facility, we maintain a list of hostels located close by and give it to the needy students upon request. Usually our students wanting hostel facility approach hostels set up by their own sects and communities.

##### ✦ Recreational Facilities, Gymnasium, Yoga Center, etc.

Though we don't have students residing on campus, we encourage such students to utilize the gymnasium located in the College Gymkhana – primarily for this reason; the gymnasium is kept open from 7 am to 7 pm. We also exhort them to attend any talk or demonstration on yoga or health being conducted in our premises.

##### ✦ Facilities for Medical Emergencies

The College has a “Doctor on Call” - there is a panel of 3 doctors available for this. One of our staff members is a doctor. The latter's services have been of particular use upon a couple of occasions. 7 first aid kits too have been purchased for the College. In addition, our College campus has been declared a tobacco and nicotine-free zone in order to eliminate passive smoking entirely. In a serious emergency



requiring immediate hospitalization, the patient is rushed to Lifeline Hospital located very close to the College.

✦ **Internet and Wi-Fi facility**

Though we do not have a residential facility on campus, the 249 nodes in the campus are connected to the internet and there are 2 routers for Wi-Fi facility. Thus these students do not have to go to cyber cafes outside. The Library provides Internet facility to the students and teachers. The Wi-Fi facility is also available (on request).

✦ **Recreational Facility-Common Room**

Though there is no audio-visual equipment in our Common Room, we do have a special such space for our girl students admeasuring about 240.62 sq. ft. It is possible to accommodate a carom board and a chess board here. From the Gymkhana we shift it here if and when the need arises.

✦ **Constant Supply of Safe Drinking Water**

2 Aqua guard water filters and 3 water coolers take care of the drinking water needs of the students and staff while on campus. They are located at requisite places – including the library, gymkhana, staff room, girl's common room, etc.

✦ **Security**

The College has outsourced the security service to Jagdamba Security Service. Their current staff is 18 in number. Certain disciplinary measures are also taken to protect the students: for instance, students without Identity Cards are not allowed to enter the campus; also, students staying on campus beyond regular College hours have to obtain special permission from the concerned teacher authority. There are 25 fire extinguishers in all, on campus.

**4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?**

The Microbiology Department carries out validation of the water purifiers installed in the College by means of laboratory techniques.

Annual Blood Donation Drives and Thalassemia Check, Blood Group Identification tests are conducted under the aegis of the NSS. Both staff and students donate blood and undergo the tests.



Moreover, we have a “Doctor on Call”- a panel of 3 doctors is available for this and one of our staff members is himself a doctor. The latter’s services have been of particular use upon a couple of occasions. 3 first aid kits too have been purchased for the College.

In addition, our College campus has been declared a tobacco and nicotine- free zone in order to eliminate passive smoking entirely. In a serious emergency requiring immediate hospitalization, the patient is rushed to Lifeline Hospital located very close to the College.

For the staff, government provides reimbursement for medical/health care.

**4.1.7 Give details of the Common Facilities available on the campus – spaces for special units like IQAC, Grievance Redressal Unit, Women’s Cell, counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.**

✚ **IQAC (ISO Room)**

Area 58 sq. ft. (approximate). This room is replete with 1 computer, a B/W printer, a laser colour printer + 1 cupboard to cater to the needs of IQAC and ISO preparation work.

✚ **Grievance Redressal Unit and Women’s Cell**

These function in a combined manner and though there is no designated space for this, they operate in the cabin alongside the staffroom (Area – approximately 80 sq. ft.) whenever required, to address women’s issues & grievances and to plan programmes for the women on campus.

✚ **Counseling and Career Guidance**

This Cell is located in a cabin alongside the staffroom itself. Its area is approximately 80 sq. ft. and it has a printer, chair, table, laptop and a printer.

✚ **Placement Unit**

For the undergraduate students of Aided section, the counseling and Career Guidance Cell (mentioned in the point above) itself functions as a Placement Unit where companies’ representatives come and conduct campus interviews and answer queries, hold talks for and with prospective candidates, etc. For students of Self Finance section, there is a separate cabin on the fourth floor of the New Building where these interviews are conducted by the company representatives.



#### ✦ Canteen

Approximately 1344 sq. ft. and 367 sq. ft (approximate) kitchen where a wide range of snacks comprising largely Chinese and South Indian cuisines and meals, along with beverages and non aerated drinks at a subsidized rate are served to the students.

#### ✦ Recreational Spaces For Staff And Students

The Gymkhana with its varied indoor and outdoor sports facilities, the Fitness Zone facilities available to both staff and students from 7 am to 7 pm, the college Library where one can settle down with a book for light reading and the cyberspace with Wi-Fi, 33 facilities are the recreational opportunities provided to the students and the staff.

#### ✦ Safe Drinking Water Facility

The 2 Aqua guard water filters and 3 water coolers on the premises supply safe drinking water to our staff and students. They are located at requisite places like the library, gymkhana, staff room, girl's common room, etc.

#### ✦ Auditorium

The Jagmohandas Gokaldas Memorial Hall is the name given to our College auditorium. Admeasuring approximately 4000 sq. ft. it is used for conducting seminars, workshops, conferences, cultural events/activities, indoor games and other extra and co-curricular activities.

## 4.2 Library as a Learning Resource

### **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?**

Yes, the library has an active Library Advisory Committee (LAC). The composition of the LAC is as follows.

✦ Principal. Dr. Ancy Jose	Chairperson
✦ Mr. Santosh C. Hulagabali (Librarian)	Secretary
✦ Dr. G. K. Kalkoti	Member
✦ Ms. Mona Bhatia	Member
✦ Dr. Varsha Ainapure	Member
✦ Mr. V. S. Manudhane	Member
✦ Ms. Arati Bansode	Member



- ✦ Mr. Santosh Akhade (Registrar) Member

**Following are the significant initiatives that have been implemented by the LAC**

- ✦ Qualitative and quantitative collection building through approving the requisition for books made by the faculty and students.
- ✦ Improved facilities and services through use of information and modern communication technology.
- ✦ Open access to books, journals and free access to Internet.
- ✦ Catering valued service to meritorious, physically and economically challenged students.
- ✦ Giving access to the library to our alumni, research scholars and teachers of other colleges.

**4.2.2 Provide details of the following:**

- ✦ **Total area of the Library (in sq. mtrs.)**
- ✦ **Total seating capacity**
- ✦ **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**
- ✦ **Layout of the Library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

- ✦ Total area of the library (in Sq. Mts.): **560**
- ✦ Total seating capacity: **160**
- ✦ Working hours:
  - On working days, before examination days, during examination days: **07 a.m. to 7 p.m.**
  - On holidays **Closed**
  - During vacation **09 a.m. to 05 p.m.**

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

The Library is having the following physical layout/sections:

- Reading Halls – 2
- Stack Room – Arrangement is made according to the Dewey Decimal Classification
- Text Books Section
- Fiction and Non-Fiction
- Circulation Desk
- Baggage Counter
- OPAC (Kiosks) -2
- CD-ROM and Award Winning Movies' Section



- Cartographic Materials
- Internet Facility Centre (Cyber Space)
- Back Volumes of Periodicals
- Periodicals' Section
- Reference Books
- Librarian's Office
- Library Staff Desk

#### **4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.**

The Library works to procure relevant and ample collection of books, journals, online and offline information sources to support all the courses offered in the college. Hence, it allocates an appropriate budget to procure the said source-materials to meet the syllabi of the courses.

##### **✦ Purchase and Use of Current Titles, Print**

The library follows three methods for purchasing new titles or journals

- Firstly, the library procures the books which are duly recommended by teachers and students through 'Requisition Form'.
- Secondly, the library procures books on Approval basis from various publishers and book-vendors considering the courses available in our College. The teachers are invited to approve the books by filling up the Requisition Form. Thus the approved books will be procured.
- Thirdly, the Librarian, with the help of his colleagues, purchases books in order to introduce them to the teachers and students keeping the trends in the various subjects and prevailing global debates, discussions, discoveries and innovations, in mind.

##### **✦ E-journals/Online Resources**

Online journals are procured in order to meet the growing project works undertaken by the students and doctoral research degrees undertaken by our teachers. At present, 32 online journals are accessed by the readers. We also buy CD-ROMs and DVDs which support the subjects prescribed by the University.





✚ **Use**

The library software i.e. SLIM21 keeps track of use of the documents. The library staff makes user study by observation, casual interaction and by referring to the borrowers account in the database.

The amount spent on procuring new books during the last four years is as given below

**Table 4.5**

**Amount spent on Procuring New Books during the last four years–Aided Section**

Sr.	Library Holding	2009-10		2010-11		2011-12		2012-13 <sup>s</sup>	
		Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
1	Books	615	2320	336	15530	446	22388	288	16360
2	Text Books	361	4538	249	30965	171	26621	330	31857
3	Referene Books	54	1005	45	14130	69	15194	60	20737
4	Referene Books (Pure)	28	8793	52	10500	14	30751	11	38534
5	CDROM	37	4852	82	27819	1	2500	19	5000
<b>Total</b>		<b>1095</b>	<b>4707</b>	<b>764</b>	<b>46040</b>	<b>701</b>	<b>43570</b>	<b>708</b>	<b>44637</b>

Till 15<sup>th</sup> Jan. 2013

**Table 4.6**

**Amount spent on Procuring New Books during the last four years UGC  
Add-On Courses**

Sr.	Library Holdings	2009-10		2010-11		2011-12		2012-13 <sup>s</sup>	
		Number	Total Cost	Number	Total Cost	Numbe	Total Cost	Number	Total Cost
1	Books	27	7313	13	7162	15	13897	1	1389
2	Text Books	-	-	-	-	-	-	-	-
3	Reference Books	4	17662	8	26761	48	211807	-	-
4	Reference Books (Pure)	40	185560	8	57250	48	359003	-	-
5	CD-ROMs	-	-	-	-	-	-	-	-
<b>Total</b>		<b>71</b>	<b>210535</b>	<b>29</b>	<b>91173</b>	<b>111</b>	<b>584707</b>	<b>1</b>	<b>1389</b>

Till 15<sup>th</sup> Jan. 2013**Table 4.7**

**Amount spent on Procuring New Books during the last four years  
Unaided Section**

Sr.	Library Holdings	2009-10		2010-11		2011-12		2012-13 <sup>s</sup>	
		Number	Total Cost	Number R	Total Cost	Numbe	Total Cost	Number	Total Cost
1	Books	1011	413112	956	390893	882	376316	745	348269
2	Text Books	-	-	-	-	-	-	-	-
3	Reference Books	80	300100	148	422338	90	438487	149	491935
4	Reference Books (Pure)	12	112283	40	124194	18	76462	08	40509
5	CD-ROMs	43	27047	115	48807	20	0	63	35813
<b>Total</b>		<b>1146</b>	<b>852542</b>	<b>1259</b>	<b>986232</b>	<b>1010</b>	<b>891265</b>	<b>965</b>	<b>916526</b>

Till 15<sup>th</sup> Jan. 2013

The amount spent on procuring journals/e-resources/databases during the last four years is as given below



Table 4.8

**Amount spent on procuring journals/e-resources/ databases during the last four years**

Sr.	Library Holdings	2009-10		2010-11		2011-12		2012-13	
		Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
1	<b>Periodicals</b>	107	364653	112	227196	112	249031	81	215544
2	<b>E-resources</b>								
2.1.	Online Journals*	67	-	52	-	49	-	32	-
2.2.	Online Database**	1	114302	-	-	1	5000	1	5000
3	Any other (Specify)#	-	-	-	-	-	-	-	-

\* All the online journals are accessed/subscribed as 'print against online subscription.'

\*\* The Library also accesses many open access databases of journals and books for catering information.

# We receive CD-ROMs along with the (selected) periodicals/books as supplementary copies.

**4.2.4. Provide details on the ICT and other tools deployed to provide maximum access to the library collection?**

- ✦ OPAC
- ✦ Electronic Resource Management package for e-journals
- ✦ Federated searching tools to search articles in multiple databases
- ✦ Library Website
- ✦ In-house / remote access to e-publications
- ✦ 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)



#### ✦ OPAC

The Online Public Access Catalogue (OPAC) has been facilitated to the students, faculty and library staff. The OPAC is accessible from 22 computers in the Library premises. The WebOPAC is also available on our College website.

#### ✦ Electronic Resource Management Package for E-Journals

The e-journals and N-LIST database are accessed through the websites of the publisher individually. However, we are planning to have the e-resource management package for e-journals.

#### ✦ Federated Searching Tools to Search Articles in Multiple Databases

The online journals and database, we subscribe, are accessed by logging on to their websites. However, we use meta search engines, which acts as federated search engine, in catering the information.

#### ✦ Library Website

The Library's presence on our College website ([www.nkc.ac.in](http://www.nkc.ac.in)) is sufficiently covered as one of the main menus. Following Library features are covered in the website

- About Library
- Facilities and Service
- Online Catalogue (Web OPAC)
- N-LIST Database
- Icon-AD Database
- Inter-Library Loan
- Healthy Practices
- For Research Scholars
- Consultancy and Outsourcing
- Library Events
- Library Statistics
- Library Staff
- Recommend a Book
- Library Committee

#### ✦ In-House/Remote Access to E-Publications

The e-resources like online journals and online database are accessed remotely by the faculty. The access to such e-resources, as well as CD-ROMs and award winning movies (DVDs), has been given to the students and faculty in the Library.



### ✦ Library Automation

The Library is fully automated with SLIM21 software and all supporting latest technology.

The following three prominent sections are automated which are the thrust areas for computerization.

#### ➤ Library House Keeping Operations

The technical section is fully computerized which comprises of Acquisition, Cataloguing, Indexing, Abstracting, Serial Control, and Stock Verification modules.

#### ➤ Circulation Desk

The charging and discharging of documents at circulation desk is also computerized.

#### ➤ Online Public Access Catalogue (OPAC)

Two computers are dedicated exclusively for OPAC wherein the students and teachers retrieve the bibliographic details of the documents to locate the books. However, the OPAC is also accessible from 22 computers in the Library premises. For the remote users, the WebOPAC is also available onto our College website.

✦ <u>Total Number of Computers For Public Access</u>	10
✦ <u>Total Numbers of Printers For Public Access</u>	01
✦ <u>Internet band width/ speed 2mbps /10 mbps /1 gb (GB)</u>	2 mbps
✦ <u>Institutional Repository</u>	2

✦ The Library has Institutional Repository i.e. *Lekhak* which is comprised of the bibliographic and abstract level research papers published/presented of/by the faculty.

✦ The Library is undertaking a national project called 'ICon-AD' (Indian Conference Abstracting Database). The ICon-AD is an abstracting database comprising the Abstracts submitted to the various international, national and state conferences organised by Indian colleges, universities, corporate firms, government agencies etc.

### ✦ Content Management System for E-Learning

The Library is planning to have content management system to deliver e-learning tools and source.

### ✦ Participation in Resource Sharing Networks/Consortia (like INFLIBNET)

Yes, we are the registered Member of INFLIBNET's N-LIST.



#### 4.2.5 Provide details on the following items:

- ✦ Average number of walk-ins
  - ✦ Average number of books issued / returned
  - ✦ Ratio of library books to students enrolled
  - ✦ Average number of books added during last three years
  - ✦ Average number of login to opac (OPAC)
  - ✦ Average number of login to e-resources
  - ✦ Average number of e-resources downloaded / printed
  - ✦ Number of information literacy trainings organized
  - ✦ Details of “weeding out” of books and other materials
- 
- ✦ [Average number of walk-ins](#) 500-550
  - ✦ [Average number of books issued/returned](#) 450-500
  - ✦ [Ratio of library books to students enrolled](#) 9 : 1
  - ✦ [Average number of books added during last three years](#)

**Table 4.9**

**Average number of books added during last three years of various sections / Courses**

Sr. No.	Academic Year	Aided Section	UGC Add-on Courses	Unaided Section
1	2012-13	708	1	965
2	2011-12	701	111	1010
3	2010-11	764	29	1259
<b>Total</b>		<b>2173</b>	<b>141</b>	<b>3234</b>

- ✦ [Average number of login to OPAC](#) 100-150
- ✦ [Average number of login to e-resources](#) 10
- ✦ [Average number of e-resources downloaded/printed](#) 10
- ✦ [Number of information literacy trainings organized](#) 02
- ✦ [Details of “weeding out” of books and other materials](#)

We withdraw books based on three parameters. They are:

- Old edition books
- Change in syllabus
- Mutilated books



#### 4.2.6 Give details of the specialized services provided by the library:

- ✦ Manuscripts
- ✦ Reference
- ✦ Reprography
- ✦ ILL(Inter Library Loan Service)
- ✦ Information deployment and notification (Information Deployment and Notification)
- ✦ Download
- ✦ Printing
- ✦ Reading list / Bibliography compilation
- ✦ In-house / remote access to e-resources
- ✦ User Orientation and awareness
- ✦ Assistance in searching Databases
- ✦ INFLIBNET / IUC facilities

**Table 4.10**

#### INFLIBNET / IUC facilities

<b>a.</b>	Manuscripts	-Nil-
<b>b.</b>	Reference	The reference queries of the readers and faculty including the research students are effectively handled by the Librarian and Assistant Librarian. We also provide teachers, working in other colleges, with the facility of accessing books from the library.
<b>c.</b>	Reprography	The reprography service is provided to the readers.
<b>d.</b>	ILL (Inter Library Loan Service)	The Library caters ILL service to the adjacent College libraries.
<b>e.</b>	Information deployment and notification	This is delivered via e-mail and posting relevant information on our Library's blog and website.
<b>f.</b>	Download	The Internet facility is given to the readers and they are free to download educational materials.
<b>g.</b>	Printing	Printing service is facilitated to the faculty.
<b>h.</b>	Reading list /Bibliography compilation	The bibliographic service is catered, on-request, to the faculty and students. The bibliography is generated through the library software (SLIM21). The faculty and students can also refer the bibliography by using the Online Public Access Catalogue (OPAC).
<b>i.</b>	In-house/remote access to e-resources	The remote access to online journals and INLIBNET's N-LIST database is given to the faculty. In-house access to the said resources is given to the students. The library only accesses the



		Newsletter (online) published by DELNET and accesses INFLIBNET's IndCat (bibliographic database of Doctoral Dissertations submitted to Indian Universities).
<b>k.</b>	User Orientation and awareness	The Library conducts User Orientation to the students every year.
<b>l.</b>	Assistance in searching Databases	The Library staff assists the faculty and students in effectively accessing the e-resources.
<b>m.</b>	INFLIBNET/IUC facilities	The Library has subscribed to N-LIST database

#### **4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.**

Following support is provided by the Library staff:

- ✦ Excellent Library service and information service (right from issue/return of books to handling research queries).
- ✦ Providing excellent library facilities for all the students (sufficient books, proper seating and reading facility, proper arrangement of books, attractive borrower's card, OPAC, Internet facility, cleanliness, etc.)
- ✦ Student supported initiatives (like group-issue of books; helping vernacular medium students to borrow extra books for improving their reading and writing skills in English; catering special service to rank holders and physically challenged students; documenting question papers in e-form, procurement of reader-recommended books etc.)
- ✦ Assistance in accessing the Internet and online information.

#### **4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.**

- ✦ As a special case, all the physically challenged students are given sufficient number of books and also the extended loan period for borrowing the books.
- ✦ A tailor-made reading table is provided for physically challenged students in the library premises.
- ✦ The audio CD-ROMs and cassettes with the required hardware are also available for these students.





**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. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)**

- ✦ Yes. The library gets feedback (both formal and informal) from its users.
- ✦ The suggestions, complaints (critical comments) and requirements are noted down and accordingly the actions are taken to improve the service and facilities of the library.
- ✦ The formal feedback is analysed using the basic statistical tools and the result or the findings of the same are recorded. Appropriate action is taken to sustain and improve the quality of library service and facilities.

**4.3. IT Infrastructure**

**4.3.1 Give details on the computing facility available (hardware and software) at the institution**

- ✦ **Number of Computers with configuration (provide actual number with exact configuration of each available system)**
- ✦ **Computer-student ratio**
- ✦ **Stand alone facility**
- ✦ **LAN facility**
- ✦ **Licensed software**
- ✦ **Number of nodes / computer with Internet facility**
- ✦ **Any other**

**Table 4.11**

**IT Infrastructure – Any Other Information**

Item	Configuration
<b>1 Servers</b>	
<b>Dell</b>	INTEL XEON, X3430 2.40 GHZ 4 GB RAM, 500 GB SATA HDD
<b>Dell</b>	Intel Xeon X3430 2.40 GHz, 4 GB RAM, 1TB HDD
<b>2 Desktops</b>	
<b>Pentium 4</b>	P4, 1.8 GHZ, 845 GVSR INTEL ORIG 512 MB RAM, 40GB HDD
<b>Pentium D</b>	PENTIUM D 3.0 GHZ 512 MB RAM , 80 GB SATA 17" TFT, COMBO DRIVE



<b>Pentium D</b>	PENTIUM D 3.0 GHZ 1GB RAM , 80 GB SATA 17" TFT, COMBO DRIVE
<b>Dual Core (ZENITH)</b>	945 Ghz DUAL CORE 3 GHZ, 512 MB RAM 80 GB SATA-II 17" TFT, COMBO DRIVE
<b>Core2Duo</b>	945 GC CORE2DUO
<b>(ZENITH)</b>	INTEL ORIGINAL
	E-4500, 2.2 GHZ, 512 MB
	RAM, 80 GB SATA,
	17" TFT, COMBO DRIVE
	OPTICAL MOUSE
<b>Core2Duo(HCL)</b>	945 GC CORE2DUO
	INTEL ORIGINAL
	E-7200, 2.53 G, 1 GB
	DDR II, 160 GB SATA,
	17" TFT, 20 X DVD WRITER
	OPTICAL MOUSE
<b>Core2Duo(WIPRO)</b>	INTEL CORE2DUO 2.8 GHZ PROCESSOR
	E7400, 2GB DDR2, 320 GB SATA HDD
	18.5" TFT
<b>Core2Duo (DELL)</b>	C2D,2.93 GHZ, G41 , 2 GB RAM, 320GB HDD, DVD W/R, 18.5" TFT
<b>Core2Duo(COMPAQ)</b>	C2D, 2.6 GHZ, 1GB RAM, 320 GB HDD, DVD RW
<b>Corei3</b>	Core I 3, - 2100, 4GB DDR3, 500 GB HDD, 18.5" Wide screen
<b>Corei5</b>	Core i 5, 4GB DDR3, 1 TB HDD, 20" LED Monitor
<b>3 Laptops</b>	
<b>Toshiba</b>	TOSHIBA SATTELITE M200, INTEL CORE 2 DUO 1.73 GHZ PROCESSOR, 1GB DDR II RAM, 120 GB
<b>Compaq Presario</b>	C2D, 150GB HDD, 1.66 GHZ, 512 MB RAM, 15" TFT
<b>Dell</b>	CORE I3 PROCESSOR, 3 GB RAM, 300 GB HDD
<b>Dell</b>	Vostro V1540
	2GB RAM,320 GB HDD, 1.3 WEBCAM, 15.6" LCD



<b>Lenovo</b>	G 570 (59-315989) Core I3 -2350/2gb ddr3 1333MHz 500G 9.5 mm 5400rpm, Intel GMA HD/Camera/Bluetooth 2.1/hdm Card Reader, 15.6 HD LED Glare Screen
---------------	---

- ✦ [Computer student ratio](#) 1.1
- ✦ [Stand Alone Facility](#)
- ✦ [LAN facility](#) All 249 computers are connected with  
Local Area Network
- ✦ [Licensed Software](#)

**Table 4.12****Licensed Software**

Sr.No.	Name	Version Details	No. of Licenses
1	Microsoft Windows Server	2003 full edition	Unlimited
2	Microsoft XP Professional	32&64 bit full edition	Unlimited
3	Microsoft Office	2003 full edition	Unlimited
4	Microsoft Visual Studio	2005 Full Edition	Unlimited
5	Freedom Scientific abISee's Zoom-Office	2.8.1	Unlimited
6	OpenBook Indian Accent Voice		Unlimited
7	Talking Typing Teacher Professional	1	3
8	Freedom Scientific Jaws Indian Accent Voice	9	3
9	Freedom Scientific Jaws for windows		3
10	Freedom Scientific Jaws	9.0.519 for SAPI Synthesizer	Single
11	Freedom Scientific Magic	10.5 with SAPI Synthesizer (set of 2)	3
12	Freedom Scientific Magic	11 with SAPI Synthesizer (set of 2)	3
13	Freedom Scientific OpenBook	8 SAPI Synthesizer	3
14	Digital College Software Suite	1	Unlimited
15	Digital College Software Suite	2	Unlimited
16	Tally.Erp	9 Gold Multi-User Edition	Unlimited
17	Quick Heal	Total Security	92
18	Eset Smart security	4	110
19	Net Protector	--	25
20	GIS	11	1
21	Pinnacle Software		2
22	Microsoft Windows	2008 Server Edition	1
23	JAWS 13 upgraded	13	1



✚ **Number Of Nodes/ Computers With Internet Facility:** All 249

**4.3.2 Details on the computer and internet facility made available to the faculty and students on the campus and off the campus?**

All computers are connected with internet

✚ **Computers for faculty**

➤ Desktops	25
➤ Laptops	16
<b>TOTAL</b>	<b>41</b>

✚ **Computers for students**

➤ Computer Laboratories	153
➤ Cyber Space	6
<b>TOTAL</b>	<b>159</b>

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

There are plans to install a Web Server Setup and a Language laboratory.

**4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)?**

We have employed one person for the maintenance of computers.

**4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?**

The College has a number of ICT resources at its disposal for the purpose of use to the teaching staff and for the use of students. Some class rooms are equipped with smart boards. Some class rooms have LCD projectors. All the teaching staff is encouraged to use the facilities available to them in the class rooms. A Web based Management Information System is available to disseminate



information to students regarding pending fees, attendance records in lectures. It is planned to use this system to declare results. Notices will be put up on the system for students. The projects and assignments will be available for downloading to the students.

**4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching-learning resources, independent learning, ICT enabled classrooms/ learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.**

Smart Boards are available in Audio Visual Room in the third floor. We have a state-of-the-art Conference Room. The institution has made specialized arrangement for a blind student in Computer Laboratory so that she can attend the practical's sessions along with other regular students and learn along with them. This ensures that the challenged student does not feel left out of the mainstream. For this purpose upgraded JAWS 13 is installed in one machine (JAWS 13 is talking typing software wherein the student can listen to the voice as data is typed). Each department has been assigned a laptop so that it can be used for any departmental work or presentations.

The institution ensures that students and teachers have easy access to all the on-line teaching-learning resources, independent learning, ICT enabled classrooms/ learning spaces.

**4.3.7 Does the institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

The Library has Institutional Repository i.e. *Lekhak* which is comprised of the bibliographic and abstract level research papers published/presented of/by the faculty. The Library is undertaking a national project called 'ICon-AD' (Indian Conference Abstracting Database). The ICon-AD is an abstracting database comprising the Abstracts submitted to the various international, national and state conferences organised by Indian colleges, universities, corporate firms, government agencies etc. The institution is a registered Member of INFLIBNET's N-LIST.



#### 4.4. Maintenance of Campus Facilities

##### 4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (Substantiate your statements by providing details of budget allocated during last four years)?

Adequate physical facilities are provided on the College campus for facilitating teaching learning process. There is optimum use of the facilities available to maintain the quality of academic and other programmes on the campus. The management provides budget as per requirement. Miscellaneous maintenance is done by College. During the last 4years the institution has undertaken the following expenses.

**Table 4.13**

##### **Total Expenses in the Last Four Years for Maintenance of College Campus**

Particulars	2008-09	2009-10	2010-11	2011-12
A)Building	11,30,822	34,86,784	59,85,13	3158984
B)Furniture	2,00,000	2,00,000	3,00,000	7,00,000
C)Equipment	-	-	-	3,00,000
D)Computers	4,00,000	5,00,000	3,00,000	2,50,000
E)Vehicles	--	25225	44,422	-
F)Any other	-	-	-	-

##### 4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

Repair and maintenance of more than 249 computer systems, 16 laptops, 1 printer, 33 ACs and 4 Copier machines in the college is done with the help of laboratory assistants and a resident engineer. The house keeping is managed by M/S Darekar and Group. There are total 09 staff with one on each floor and separate staff in the ladies' and gents' washroom. The cleaning of the washroom is done every two hours. Corridors and classrooms are cleaned regularly. Necessary maintenance is done by engaging private labour and necessary experts. Maintenance of the infrastructure is taken care of by an in-house administrator.



**4.4.3 How and what frequency does the institute take up calibration and other precision measures for the equipment/instruments?**

The calibration of the equipment is done by the department at the beginning of the academic year. Stock register is maintained yearly.

**4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water)?**

Since we do not have the problem of load shedding, UPS problems if any, is solved on call basis. For constant water supply, we have our own water-supply system. We have 3 water coolers and 2 Aqua guard water purifiers. Maintenance is done periodically to facilitate uninterrupted functioning of systems/electronic appliances. Fire extinguishers are kept at major places. Separate space earmarked for electric meters. Examination section has been provided with a special purpose copier. Computers are maintained by an in-house technician. Each laboratory has an assistant who ensures that the computers are used properly and sensitive information and equipment is handled with care.

**Any other relevant information**

- ✦ The college has a ramp for disabled students to enter the building
- ✦ Office is proposed to be renovated
- ✦ New building is proposed for a law school, management institute and teachers training.