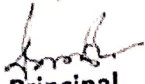Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

So for as the maintenance and utilization of physical, academic and supports facilities like laboratory, library, sports complex, computers and classrooms is concerned, the college employs different procedures and policies for this purpose. As usual the college forms various committees when a new academic session starts to ensure that these facilities are properly used and remain perfectly usable throughout the session. For example, the Time-Table Committee prepares a list of all available classrooms and labs. Classes are arranged in such a way that it ensures the maximum use of these facilities. It is also ensured that there is proper furniture in every room and lab. Another committee is formed which makes it sure that all furniture is in good condition. Special care is taken to ensure that the rooms and labs are clean and add to the good academic atmosphere. Language lab and computer labs are taken care of by the lab attendants and the instructors. The Principal himself checks these facilities regularly to make it sure that the facilities are in good shape. A provision is made in the college time table itself to ensure that every student of the college gets opportunity to use these facilities. Sports committee in-charge is appointed to make maximum use of playground and the sports equipment. A library committee is formed to take care of the library facilities. It recommends subscription to newspapers and other journals. It purchases books keeping in view the need of students. Maintenance of the reading room, including availability of furniture, is handled by this committee. Efforts are made to make the books issuance and deposit process student friendly and also to maximize use of library resources. The college has installed SOUL software in the college library for this purpose. Now the students can check if a particular book is available in the library or not. It has also made it easier for the library staff to keep a hassle free record of all the books in the library. Each student of the college is given a basic knowledge of computer in the computer labs of the college as a part of the certificate course which the college runs. In the language lab each student can use the available digital material for proficiency in soft skills. The college has an auditorium which is used for several inter college and intra college cultural activities, assemblies and other important functions. The college with pride maintains a very rich and lush green campus. It has got green beautiful lawns, the shady trees which are a fascination to the students during their free slots after tiring classes. The college maintains a Suggestion/Complaint Box which the students can use if there arises a need.

Principal
H.L.C. Government College
TAURU (NUH)