

Government Degree College for Women, Nalgonda

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

Government Degree College for women, Nalgonda (Accredited with B grade) is centrally located at Ramagiri in Nalgonda town very near to railway station and TSRTC bus station. It has the academic and physical facilities with total campus area of about **6824 square yards**, **18** class rooms , **13** laboratories of different science subjects , **15** class rooms with LCD facilities , **01** TSAT room, **1** Virtual Lab and a Library having **10433** textbooks, **11321** reference books, **24** journals , e-books with **N-list -e** , e-journals with **N-list open access** and it is automated with **SOUL 2.0** fully **ILMS**.

This college is upgraded technologically (with band width **100MBPS**) with **153** computers, **04** computer labs with internet in **04** browsing centers and in **10** various departments.

This college is providing Library services constantly to all the students by issuing text books and reference books and facilitating journals, e-books, e-journals, CD & Videos.

To develop and monitor academic and physical facilities of the institution, the following committees are functioning under the supervision and suggestions of Principal.

- Purchase committee with all incharges
- Audio-Visuals committee
- Library & Reading Committee
- Physical Education Committee
- Condemnation committee

The college purchase committee consisting of in charges of all departments will finalize the specifications for science labs and computer labs, and purchases will be made normally through the firms identified by the CCE, who has fixed rates after completing the tender process. If the required items are not in identified list, the same will be procured by selecting the lowest quotations from bidders duly obtaining permission from the CCE. Condemnation committee identifies the scrap and submits proposals for disposal of the same as per the guidelines prescribed by CCE. Stock verification committees appointed by the Principal at the end of the academic year will verify the stock available in departments and report

the findings to the Principal. Audio-Visuals committee maintains the audio visual equipment of the college.

The college has a regular Librarian who is assisted by members of the nonteaching staff for maintenance and cleaning of the books and other equipment. The Library & Reading Committee, which is coordinated by the Librarian, has members who are senior teachers from the Arts, Science and Commerce faculty. The committee is responsible for all the decisions regarding purchase of books, weeding out of old/damaged books, etc. The purchase of books is done duly following the procedure of calling for the list of books as per requirement from the concerned departments. These lists are finalized by taking the approval of the Principal and orders are placed from authorized booksellers. N-List facilities are extended to all the faculty & students who are interested and submitted their e-mails.

The college has a regular Physical Director. College has a Games Room on the ground floor and Kabaddi, Shuttle, Volley ball & Kho-Kho Courts. The Physical Education Committee coordinated by Physical Director ensures that adequate opportunities are provided to the students for practice and participation in various events and submit proposals for purchasing sports equipments.

Computer Science Department of the college will look after the maintenance of the computers and submit proposals to Principal. Principal refers the proposals to staff council as per the need.

Outsourcing agencies are used to cleanliness of Class rooms and college Campus.