Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc., (2022-2023)

IQAC of Adhi college of Engineering and Technology inquires the requirements of laboratory equipments through lab incharges, library needs from librarian, Sports equipments from physical education trainer, computers and classroom requirements from Head of the department. Lab requirements will be analyzed by lab incharges and the consolidated report will be prepared and purchased by Head of the department. The maintenance of the laboratory will be followed by the student entry exit register book. Volumes, titles and subscriptions will be forwarded to the Head of the Institution through librarian. Using OPAC software, we will maintain the record of the availability of the books, which will be really accessible. Requirements of sports related equipments will be collected and purchased by physical education trainer. Zonal meets for sports will be conveyed to students through circular from physical education trainer, coaching and preparation for students will be done in accordance with that. Participation and winning moments were recorded. Classroom requirements like duster, marker and chalks….etc. Computer software update will be done by head of the department with the co-ordination of the consolidated report of the class incharges. Research equipments were consolidated by research scholars and finalized by head of the department then it will be procured by the head of the institution. We have supervisors to maintain the CCTV and Projectors in every classroom, 24*7 electricians is available in the campus for addressing and providing solutions.