

**OFFICE OF THE PRINCIPAL
RABINDRASADAN GIRLS' COLLEGE**

P.O. & DIST KARIMGANJ (ASSAM) 788710

Grade – 'B' (Re-Accredited by NAAC)



Procedures and Policies for maintaining and utilizing physical, academic and support facilities—laboratory, library, sports complex, computers classroom etc.



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Web: <http://rabindrasadangirlscollege.in>

Email: rabindrasadancollege@gmail.com

Rabindrasadan Girls' College involves a full participation approach from different persons for enhancing the teaching learning environment. Several committees/cells are formed by the college authority which gives necessary solutions from time to time for overall management and smooth functioning of the entire academic and support facilities. The college management i.e., Governing Body (GB) gives required inputs and support to the College authority for smooth functioning of college. The committees comprises of teaching, non-teaching staffs, students, parents and sometimes external experts as required. The various committee/cells are

1. College Development Committee
2. Purchase Committee
3. Sports Committee
4. Library Committee
5. Hostel Committee

Strategies for maintaining utilizing physical facilities: Staffs are employed to maintain hygiene and cleanliness at wash rooms, Common rooms, Class rooms, Laboratories, Library, hostel, office etc. Carpenters are employed time to time for maintenance of the 331 desks, 233 bench and 34 chairs and other wooden items at the college. The college has regular electrician who does the inspection for the fans, AC's, inverter, generators and other electrical items.

Strategies for maintaining utilizing academic facilities laboratories: For the smooth functioning of computers, cameras and other ICT equipment's are regularly checked by engineers and mechanics. The computer laboratory has 10 computers, one digital black board, speakers, all in one desktop and projector. All the computer science practical examination is held at computer Laboratory. The faculty and students of Mass Communication records the events organized by various departments of the college, the DSLR camera of Mass Communication department is used to record all the events.

Library: Library has a collection of books, journals, newspaper, previous year question papers, syllabus etc. Total collection of books is 18560, library has subscription of 11 journals, Two national newspaper and two Bengali newspaper. The reading capacity of library is 50 students. Xerox, internet and printing facility is available in the library. Books are purchased in consultation with the HOD's in the library committee.



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Sports Complex: Sports committee looks after the maintenance and utilization of sports equipment's of the college. The various indoor games available at college are Chess, Carom, Chinese Checker. There is a Basketball Court at the college where students can practice the different outdoor games like Cricket, Badminton, Football, and Volleyball. Students also participate in the inter college cricket, football, badminton tournaments held at state level. The sports committee sent the selected students to take part in different games organized in district and state level. In those competition the students of R.S. Girls' College were able to carry the pride to the college. A Badminton Competition within the college campus was conducted to maintain friendly relation among the teaching and non-teaching staffs. The following games and events were organized among the students -Race (100m and 200 m), Shot Put, Discus Throw, Javelin Throw Kabaddi, Football, Tug of War, Needle Race, Blind hit, Go AS you Like, Badminton (single/Double).

Ashok Kumar Das
Ashok Kumar Das
Principal
Rabindrasadan Girls' College
Karimganj

Dr. Nibedita Nath
(Dr. Nibedita Nath)
Principal i/c
R. S. Girls' College
Karimganj