



# RABINDRASADAN GIRLS' COLLEGE

P.O. & DIST KARIMGANJ (ASSAM) 788710

Grade – 'B'(Re-Accredited by NAAC)

[www.rabindrasadangirlscollege.in](http://www.rabindrasadangirlscollege.in)

Email: [rabindrasadancollege@gmail.com](mailto:rabindrasadancollege@gmail.com)

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**Procedures and Policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc:**

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 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
6. ICT Cell

**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 desks, bench and 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.

The students use to go to the gym centre once a day during off period. The students are benefited both physically and mentally by using the gym. The committee also observe that a lady gym instructor is necessary for this centre and hence an oral proposal has been given to the college authority regarding an appointment of a lady gym instructor.

*Dipankar Das Choudhury*  
Co-ordinator, IQAC  
R.S. Girls' College  
Karimganj

*Ashok Kumar Das*  
Principal  
Rabindrasadan Girls' College  
Karimganj



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**Strategies for maintaining utilizing academic facilities eg laboratories:** For the smooth functioning of computers, cameras and other ICT equipments are regularly checked by engineers and mechanics. The computer laboratory has 15 computers, one digital black board, speakers, all in one desktop and projector. All the computer science practical examination is held at computer Laboratory. Mass Communication department has one laboratory .

**Library:** Library has a collection of books, journals, newspaper, previous year question papers, syllabus etc. Total collection of books is 19689, library has subscription of 10 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. There are total 20 computers for internet browsing by the students. Library is planning to use Soul 2.0 for its automation purpose. Attendance register is maintained for teachers and students on daily basis. There are library rules and regulations for using the library facilities. To ensure return of books, library clearance is required from the library for getting Mark sheet from the college.

**Sports Complex:** Sports committee looks after the maintenance and utilization of sports equipment of the college. The committee conducts a health check-up of the students before participating in any event. Various 25 various sports events (both indoor and outdoor) games in college premises as well as in Nilmoni HS School Playground were played as part of the college annual festival 2019 – 2020. A total of 55 medals (31 gold and 24 silver) were presented to them. The students participated in various sports events with lots of enthusiasm and energy.

*Dipankar Choudhury*

Coordinator

Co-ordinator, IQAC  
R.S. Girls' College  
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Principal  
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