

4.4.2 Procedures and Policies for Maintaining and Utilizing Physical, Academic and Support Facilities - Laboratory, Library, Sports complex, Computers, Classrooms etc.

Plan fund is allocated for each financial year by the Directorate of Collegiate Education Thiruvananthapuram for purchasing equipments, maintenance of the equipments and for construction and renovation of buildings. Minimum fund is utilised from PTA fund in emergency situation which will be refunded to PTA from CDC funds. After completing the necessary procedure regarding the quotation, the purchase order will be issued by the college office as per the recommendation of the Purchase committee and after the equipments will be assessed by experts from Government Technical Institutions. Then they are entered in the stock register and is used for the teaching learning process.

Working time of the library is from 10am to 5pm. From the reference section students can refer books for UGC/CSIR/CIVIL service Exams/Personality development. There are separate laptops for divyangjan. Students accesses Digital section of the library and they even take printouts. The library is opened to alumni, teachers from lab school and outside research scholars also. INFLIBNET is also provided to all students and faculties so that they can access the e resources at their own pace and convenience. Online classes –ORICE are provided by Directorate of Collegiate Education, Thiruvananthapuram which are accessed by the prospective teachers and faculties. Awareness on SWAYAM –Indian MOOC were given to the students so as to register SWAYAM courses of their choice which inculcate digital learning. In Psychology, Physical science, Natural science, Maths lab student teachers engage in experiments. Language and Social science students are also practicing the skills in their departments. All classes including the seminar halls are having internet access and LCD Projector facility with desk tops. A separate printer is allotted for the students to take free of cost prints. From the Plan fund, Seminars, Orientation classes, Workshops, Refresher courses, In service course, ICT Workshops for students and faculties are being conducted to update the knowledge and skills. In the computer lab, the students are engaging in the ICT assignments and prepare e -contents. For M.Ed students, an ICT Workshop is conducted yearly in collaboration with the faculties of Central University of Kerala, Kasargod. Purchase of sports equipments, Printer, Amplifier, short

throw Projector, purchase of library books, Uninterrupted Power Supply, servicing of desktop computers, service of electronic equipments, CCTV maintenance, Installing of SPSS Package , deposit of fund for the renovation of Ladies hostel at PWD and Digitalising of Library - COHO 19.05 V has done using the plan fund allotted for the current year 2019-20. Every year , BMI of the students and all the staffs are being assessed as part of the FIT GCTE Program. The students workout in the physical education room along with music and practices Yoga also. Model school Playground is used for Games and Competitions. Different clubs are also functioning under each department for the benefit of the prospective teachers. Research colloquium is also conducted for M.Ed students for quality Dissertations.



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