

GOVERNMENT COLLEGE KODANCHERY

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

Procedures and policies of the college regarding the maintenance and utilization of physical, academic and support facilities are initiated by the Planning board of the college. Library advisory committee monitors the facilities of the library and the Department councils are in charge for taking initiatives in sorting out the requirements in Laboratory, classrooms and other facilities subsequent to the feed backs collected from the students. These requirements are validated by the IQAC which is then presented before the planning board for detailed analysis and plans for the year.

Categorization of the necessities of the college is sorted by this committee so that proposals are submitted to the various funding agencies for the timely dispersal of their allocation and its utilization. Being a Government college the major fund received for the construction and maintenance of the laboratory, library, classrooms, and computers is from the Directorate of collegiate education, Government of Kerala under Plan head and Non Plan Head. The Plan Head mentions the assigned budget for procurement of different items such as chemicals and glassware, sports items, books & journals, equipment and contingency. Under Non-Plan Head, allocation can be used to some extent for maintenance of equipment, computers and other items. Under Non-Plan Head, maintenance and security of physical infrastructure is also done, such as telephone services, security guard, office expenses, travelling allowances, CCTV surveillance etc. A major portion of RUSA fund is also utilized for the up gradation and maintenance of the college facilities.

PTA of the college is also an imperative support system working towards the progression of the support facilities especially with regard to its maintenance and repair. The purchase committee is been responsible for monitoring the procurement of various facilities utilizing the funds received from different agencies. Stock verification of various inventories is done annually to ensure accuracy and usefulness of documents and to bring about a reconciliation of the stock records and documents.