

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

The college building was constructed in 1955 and its affiliation was received in 1961. The College has to share the building with two other sister colleges. Mode of the use of the building has been governed by the policy framed by South Calcutta Accommodation and Coordination Committee of the City Group of Commerce Colleges. The USP of the college is well ventilated large and small class-rooms with adequate seating capacities, well equipped laboratories and libraries, and a sound administrative support system. Later some classrooms were provided with audio facilities as well as ICT support systems. With the approval of the Government of West Bengal a virtual class room was set up with high speed internet connection. During this period with the grant provided by P. C. Chandra Group of Industries reprographics facility was introduced in the Seminar library. A well equipped Computer Lab is in operation which conducts IT classes for Commerce students as well conducts low cost basic Computer courses for the students, faculty members and non-teaching staff. The college has a strong office. The College frames its class routine and work schedule in such a manner that ensures optimum utilization of available infrastructure for effective teaching and learning. There is a master routine framed in a manner that evenly spreads the classes throughout the college hours. Laboratories, libraries, Geography Museum are helpful for the students to augment their academic exercises. The academic departments have full autonomy to arrange the academic exercises in such a manner that ensures rational use of teaching faculties according to the needs of the students. A plan is a foot to extend the existing infrastructure together with two other sister colleges for future extension of academic and co-curricular activities. The whole objective is to ensure that students should be able to derive benefits from the changing socio-economic realities.

1. **Total Classrooms:** 27
2. **Technology enabled learning spaces:** Computer, GIS, Botany and Geography Lab
3. **Conference Room:** for small Seminars and Workshops
4. **Auditorium:** conduct classes for large group of students; seminars, conferences and cultural programmes
5. **Tutorial Spaces:** Geography Museum, Room No. 40A and classrooms during slack sessions
6. **Laboratories:** Botany, Geography, GIS, Computer
7. **Libraries:**
 - a. Central , Seminar library
 - b. Botany and Geography Seminar Library

- c. Staff Room Library - use by the Faculty members
8. **Garden:**
- many plant species in front of the college building - used to acquaint the students
 - Lawn used by the students for physical activities and also for Geography Practical classes
9. **Cheap stores:** Text and Reference Books, Stationery items - available for the students and faculties
10. **Specialized facilities for Teaching, Learning and Research:**
- a. Larger classrooms - equipped with sound systems
 - b. Laptops, Projectors and audio-visual equipments - available for use by all departments
 - c. Principal's room, Geography and Botany Department - provided with Projectors
 - d. GIS, well equipped Geography and Botany laboratory
 - e. Well-equipped Computer Lab - for the use of the students and faculties

WiFi connectivity installation is in consideration