

**SHREE MEGHMANI PARIVAR AND SHREE BHAILALBHAI A. PATEL (DETROJWALA)  
UMIYA ARTS AND COMMERCE COLLEGE FOR GIRLS**

Utilization and Maintenance Policy

Established System & Procedures for Maintaining & utilizing Physical, Academic and Support Facilities – Labs, Library, ICT, Classrooms, etc...

The college has a well-established system in place for making the best use of available infrastructure and maintaining it on a regular basis.

**Classrooms:** Classrooms are regularly maintained, and the cleaning crew ensures that the rooms are swept and the boards and benches are cleaned on a daily basis. The Power Committee guarantees that sufficient lighting and fan facilities are in place and that any non-functioning electricity gadgets are rectified or replaced. The airy and well-spaced classrooms are efficiently utilised to provide students with a healthy and hygienic environment, and they are engaged in studies and related activities throughout the working hours. These classrooms are also allotted during exam days.

**Computers and ICT resources:** As it is the need of the hour, the college has ICT facilities to provide students with the best possible exposure. Optimum use of computer Lab, English Language Lab, Broadband Internet Access, Projectors, and Wi-Fi is maintained regularly.

**Library:** Within the college's main building, there is a separate library block with well-stocked bookshelves, E-Resources, and a reading area. The E-Resource Centre features a leased line for quick and easy access to internet resources. New books are purchased each year based on the recommendations of the concerned teachers. There is a separate Library Committee that, after analysing the library's need for books and other ICT instruments, arranges for their purchase and regular maintenance with the help of the librarian.

**Other Support Facilities:**

The institution has a number of other support facilities, including a Seminar Hall with good audio-visual capabilities, a Girls' Hostel, and a Canteen. These amenities are maintained by different bodies and are best utilized for the benefit of students.

