Policy and Procedure

K.G. College has a set of established procedures and policies for maintaining and utilizing physical, academic and support facilities – computer lab, computers, library, class rooms.

Maintenance of computer lab and IT facilities.

Maintenance of computers that is hardware and software related to overall maintenance, annual maintenance contract is given to agency. They maintained computers, CCTV etc. website is maintained and updated with the help of external professionals.

Classrooms Management

classrooms are managed as per the recommendations by the Savitribai Phule pune University. The classrooms are well equipped with smart board and benches. CCTV is also installed in each classroom to make sure the safety and security of all students. Stock list of assets of class rooms and others are maintained regularly. Cleaning and maintenance of the campus is done on regular basis.

Library

Library is maintained by defined standard procedures. The books are kept in the cupboard with serial section and reference section Vridhi Software is using in the library.

K .G. college follows all safety and security procedures. Being a evening college, safety and security of girls is specially handled and appropriate measures are taken in to considerations.