

Procedures and policies for maintaining and utilizing physical, academic and support facilities (2018-19)

Being a constituent college of University of Delhi, PGDAV college is governed and administered through statutory provisions and rules clearly laid down in the Delhi University Rule Book. The maintenance of campus infrastructure is ensured through duly laid down procedures and administrative ecosystems. Guided by twin imperatives of optimum use of the resources and assets created by the college and easy access to these resources by the students, who are primary stakeholders in the institutional structure, the college has streamlined processes and usage norms for students and faculty members alike.

Maintenance of the immovable physical infrastructure: The infrastructural facilities such as classrooms, canteen, sports -complex etc. are maintained and repaired on the recommendations of the Caretaker Committee. In addition, there are Staff Council Committees for maintenance of specific infrastructural facilities. Committees like Lawns and Garden Committee, Library Committee, Sports Committee, Canteen Committee etc. , apart from ensuring administrative aspects, are empowered to make suggestions regarding upkeep of their respective resources. Supporting infrastructural assets such as Lifts, Computers, Printers, Fire Extinguishers, and RO Systems etc. are maintained through AMC. There are non-teaching staff members to carry out electrical, plumbing, carpentry and other housekeeping work on a regular basis. Administrative staff is deputed on every floor to ensure discipline and prevent damage/pilferage of these facilities. The process of utilisation of various facilities in the college is governed by stipulated procedures which are inclusive, gender neutral, divyangjan sensitive and therefore, streamlined and completely transparent. A well calibrated administrative ecosystem helps in making stakeholders access various support facilities. Various academic, co-curricular and extra-curricular activities that are organized under various departments and societies are duly planned and executed keeping in mind the optimum use of the infrastructural facilities. Once the date of any event is finalized, the students are required to inform/seek prior permission. They also write an application for all the requirements, which is duly recommended by the Teacher-in-charge (in case of Departmental event) or the Convener (in case of Society events) and is finally approved by the Principal. Library facilities are made available to students and faculty in a manner that incorporates best and latest practices of library systems in University of Delhi. Library committee supports the functioning of the library by preparing library development plans and is empowered to look into all matters related to the library. The Library committee, comprising of at least one teacher representative from each department of the college and librarian as the member secretary of the committee, frames policies and procedures to be adopted for the development of library infrastructure, facilities, products and services for various stakeholders. The library provides free access to both conventional as well as electronic resources like N LIST and Delhi University Library System (DULS) e-resources to its registered users. Facilities such as book bank, availability of assistive technology and devices to differently-abled students, dedicated lab for accessing Braille library resources, 'Suganya Pustakalaya' are some of the noteworthy features of library system in the college. College library is distinctively sensitive to contemporary

Knishna Sharma

प्रो. कृष्णा शर्मा / Prof. Krishna Sharma
प्राचार्या / Principal
पी.जी.डी.ए.वी. महाविद्यालय / P.G.D.A.V. College
(दिल्ली विश्वविद्यालय) / (University of Delhi)
नेहरु नगर / Nehru Nagar
नई दिल्ली-११००६५ / New Delhi-110065