



**K.L.E. SOCIETY'S**

# **S. A. MANVI LAW COLLEGE**

**Post Box No. 82, Near Hatalgeri Naka, Masari, GADAG-582101, Karnataka**

**Affiliated to Karnataka State Law University, Hubballi.**

**Recognized by Bar Council of India and Govt. of Karnataka**

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## **PROCEDURES AND POLICIES FOR MAINTAINING AND UTILIZING PHYSICAL, ACADEMIC AND SUPPORT FACILITIES – LABORATORY, LIBRARY, SPORTS COMPLEX, COMPUTERS, CLASSROOMS**

**4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words)** (information to be available in institutional Website, provide link)

### **1) PHYSICAL INFRASTRUCTURE:**

The college is located in a campus area of 32 acres. Five institutions viz. K.L.E Society's S. A. Manvi Law College, K.L.E. Society's J. T. College, K.L.E. Society's Arts & Commerce College, K.L.E. Society's CBSE School, K.L.E. Society's College of Pharmacy function in this campus. The campus has an Indoor Stadium, a Multi Gym, an ICT enabled Conference Hall, a 400 mtrs standard Track, two hostels separately for boys and girls and a canteen. The college functions with six classrooms, a Library hall, a Moot court hall, a staff room, and an Administrative office. The task of giving security to the entire campus is outsourced to an external security agency. The above physical facilities are used by all the institutions through common arrangements and prior booking. The cost of maintenance of common physical infrastructure facilities is shared by all the institutions proportionately. If any damage is caused to any of the facilities, the institution which caused the damage is to borne the cost of restoring the same. In this way the Physical Infrastructure facilities in the campus are used optimally. Every year Annual budget is prepared at the institutional level, with specific provision for the allocation of resources for the maintenance of physical infrastructure facilities. This annual budget and expenses incurred are subjected to both internal and external financial audit.

### **2) LIBRARY:**

Basically the college library is maintained on the basis of Library Advisory Committee which is headed by the Principal as a Chairman, faculty as members and Librarian as the co-ordinator. It lay down the rules and regulations to run the library proficiently. Before the

commencement of classes of every semester, the requirement and the list of books are taken from the concerned subject teachers. The finalized list of required books is duly approved and signed by the Principal. The library has a huge collection of books, Journals, AIR Reports and Magazines. E-lib software is installed to issue the books to the students and staff for maintaining the library services properly. Library has supporting staff for smooth working. The stocks of books and the wear and tear of books is verified every year.

**3) MEDICAL FACILITY:**

The campus has health centre with full time qualified medical practitioner. The cost of maintaining this health centre is borne by all the institutions.

  
PRINCIPAL  
K.L.E. Society's  
S.A.Marvi Law College  
GADAG