Islampur College (affiliated to the University of North Bengal) has set procedures and policies for the maintenance and use of physical, academic, and support facilities such laboratories, libraries, sports facilities, IT infrastructure, etc., The governing body of this institution allocates appropriate funds to cover the management of the academic and physical facilities.

1. **Maintenance of the Laboratory:** Islampur College has four operational laboratories belonging to the departments of Physics, Chemistry, Mathematics and Geography. The laboratory attendant is in responsible of maintaining the departmental labs. The entire maintenance of the laboratory is monitored and supervised by the head of the concerned department. Each department keeps track of the equipment that is currently in stock. Every year, a thorough inspection is performed, and the stock is verified. Heads of departments submit the appropriate requisition forms for new equipment to the management committee. The requirements are met in accordance with the availability of funds.

2. **Library:** The library committee and governing body are responsible for purchasing and procuring books, manuscripts, and other materials in accordance with suggestions made by the departments of the college in order to maintain the library's infrastructure and facilities. The library has a wide collection of text and reference books and the figure is around 16,000. Apart from that we keep 10 journals of national importance that caters the need of our students across several departments. The allocated library staff member arranges all the books in proper order and routinely cleans and maintains the shelves and stack rooms. The procedure for conserving and preserving books is done on a routine basis.

3. **Maintenance of the sport facilities:** Islampur College believes in the philosophy of 'A sound mind in a sound body'. Hence, the college tries to inculcate and promote the culture of physical and mental soundness among its peers. As a part of this vision, the college has constructed an indoor stadium for indoor game activities and the college is in possession of a huge sports ground spread across 16 acres of area that facilitates outdoor sports activities like cricket, football, volleyball, badminton, discus throw, etc. Further, the college annually hosts sports' day so that the students could participate in various sport events. The college Sports Committee in coordination with the Governing Body purchases sport articles and necessary sport equipment time to time according to the need of the students.

4. **IT Infrastructure:** Recognizing the importance of Technology in education, Islampur College is well-equipped with IT facilities. IT facilities with Wi-Fi were introduced first-time in the college in 1st June, 2007. After that, it was updated several times. In the year 2014, two types of Broad Band connection (i.e., Alliance and BSNL) with Wi-Fi in nature was introduced only for the offices, Labs and Library. In the year 2018, when CBCS education system was being effective, the IT facilities were upgraded to spread all over the college like an umbrella. At that period internal exam became fully digitalized. In 2019, Jio Wi-Fi was introduced mainly for the benefit of the students. During pandemic situation of covid-19, the philosophy of 'work from home' was very effective due to the robust IT facilities of the college. At that period, classes, interaction with students, providing study materials, meetings etc. were smoothly held through digital classroom, Google meet, Google zoom etc. Exam both in form of MCQ & descriptive were online. Exam paper checking, scrutinizing etc. were also online through the college-website. Nowadays, our IT policy is strong, healthy, and vibrant. All the stakeholders are getting uninterrupted services. The campus is fully Wi-Fi enabled. Student's admission procedure is completely online. All the students are getting academic information and notices through various media like college FB group, WhatsApp groups, telegram group and SMS. The college is also equipped with two Smart rooms and is in possession of two LCDs that aids in the overall teaching-learning process.

5. **Classroom Infrastructure:** Within its limited infrastructure and resources, Islampur College endeavours to cater around 14000 students. Though the college is not in possession of adequate

number of classrooms considering the enormous number of students, still its vision is to expand the number of classrooms in order to facilitate smooth academic activities.