LALIT NARAYAN MITHILA UNIVERSITY

INFRASTRUCTURE MAINTENANCE POLICY

Introduction

The Lalit Narayan Mithila University has an extensive infrastructure to facilitate its teaching, learning and research programmes. There are well defined and established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms. Annual budget is allocated for proper maintenance of physical and academic facilities.

This document aims to provide a framework on allocation of various responsibilities to ensure effective use and maintenance of existing infrastructure for campus development and allied activities.

Diagrammatic representation of various infrastructural facilities is presented as below:

| Physical Infrastructure and Laboratory | Library | Advanced Research Centre | Sports | Development and support facilities | IT and Outreach Programme Facilities |

1. Maintenance of Physical Infrastructure and Laboratory

For maintenance, the University employs a three-tiered system. All University infrastructure are maintained by the Engineering section led by a team of members headed by Vice chancellor. The engineering section is also in charge of the repair and maintenance of the University buildings, power supply and connections from the university's maintenance fund.

The University departments' physical and academic infrastructure including classrooms and laboratories, are maintained by individual departments. It is also in charge of the maintenance of laboratories and all new equipment are stocked after proper verification and records keeping.

The Estate Office is responsible for keeping track of the University's lands and buildings, as well as dealing with various processes for space distribution on campus, such as assignment of university housing, multipurpose halls as needed and also land and building allocation on lease. It takes care of housekeeping of the physical facilities including care of green initiatives and maintenance of the University gardens, parks, sport grounds/fields, lawns and lakes of the University. Services of caretakers are also taken to assist in the maintenance, preservation and upkeep of the lawns, gardens and lakes of university campus.

2. Library

The Central library, MKSISSR library and other department/centre libraries are well organized automated for house-keeping operations employing various skilled staff. Recently, library underwent a physical transformation generating more space for readers' section and development of *e-library* for students and researchers for browsing web data. Provisions for new academic facilities like braille lab for visual divyangjans and dedicated section for Gandhian studies has been recently included in central library. Central Library is also provided with responsibility of plagiarism detection of thesis and uploading data on research web portals like e-ShodhSindhu and Shodhganga. It also provides plagiarism related support to all departments of the University. The maintenance work like stacking and shelving, binding, database updating, and conservation under a budgetary provision are performed under regular basis. Provision for development and maintenance of e-content is also underway. University subscribes a large o print circulars in English and Hindi which are maintained as archives.

3. Advanced Research Centre

Advanced Research Centre is an innovative and *state-of-the-art* centre for seeking excellence in teaching, research and knowledge transfer. It's aims are directed towards achieving excellence in education and extending benefits of improved and recent technology to society as a whole. This Advanced Research Centre includes Advance High Computational Lab, Audio video MOOC Lab, Language Lab, Statistical Analysis Lab, Remote Sensing Lab, E-book study cum e learning lab, Brail lab, Anti-Plagiarism lab, Networking and University Centralized Data Centre. These proper functioning of these labs and their academic utilities are undertaken by appointment of coordinators. This centre has special annual budgetary provision for annual maintenance and envisions to promote learning, training and conducting research works in various fields of higher education.

ADVANCED RESEARCH CENTRE

- ADVANCE HIGH COMPUTATIONAL LAB
- AUDIO VIDEO MOOC LAB
- LANGUAGE LAB
- STATISTICAL ANALYSIS LAB,,
- REMOTE SENSING LAB
- E-BOOK STUDY CUM E LEARNING LAB
- BRAIL LAB
- ANTI -PLAGIARISM LAB
- NETWORKING
- UNIVERSITEY CENTRALIZED DATA CENTRE

4. **Sports Facilities**

Sports department is in charge of maintenance of sports complex and Nagendra Jha Stadium etc. It is here under which annual coaching plan, mentoring and ground services in the form of football field and kabbadi court is made available to the students. The sports complex has a well-maintained gymnasium with modern fitness equipment, table tennis practice hall. The stadium has well marked tracks, pull-ups bars and has well maintained pitches and poles for cricket and football matches.

Budgetary provision for new stadiums along with the extension of gymnasium infrastructure is ensured.

5. Development and support facilities

The Development Office is in charge of purchase and procurement issues and procedures, such as e-tenders. It also keeps track of the university's infrastructure and other valuables, as well as dealing with annual maintenance contracts of both academic and physical infrastructure. The store office keeps a record of every equipment purchased and maintenance services employed. The stock registers are maintained at both store office as well as at respective departments. For specific purchase of equipment at departments laboratories, maintenance or repair is undertaken by the concerned head/director of the department/centre as per laid down procedures of General Financial Rules (GFR) in association with applicable rules of the University. The maintenance of infrastructure is done through both engineering section as well as at individual department level.

6. IT and Outreach Programme Facilities

The University Centralized data centre provides internet, surveillance and data management services through air-based Wi-Fi network well connected through an optical fibre cable to all 21 PG departments and administrative offices. The ICT enabled classrooms with smart boards at university departments are reaping benefits of high-speed Wi-Fi connectivity to conduct various online programmes like outreach programmes, invited lectures as well as conduct of virtual nation and international conferences. The centralised facility at newly constructed data centre not only monitors but also provides access for high-speed computation and data management across various IT labs.