

Procedures and policies

Physical facilities: The department development committee (DDC) headed by the Head looks after the development, maintenance, and utilization of the department physical facilities. For maintenance of a clean department environment, grade IV staff are assigned to various duties – cleaning of all rooms, corridors, toilets, campus, etc on regular basis. Skilled workers are hired for repair works relating to department facilities, furniture, etc. The Teaching Faculty along with students also clean every working Saturday under the clean and green program and Swachh Bharat mission after classwork.

Laboratory: The laboratory equipment, specimens, and other necessary chemicals are purchased with the approval of the department development committee and purchase committee as per the requirements of the department. Record of maintenance account is maintained by lab technicians, Lab In-charge, and supervised by HODs of the concerned departments. The calibration, repairing, and maintenance of sophisticated lab equipment are done by the technicians of related owner enterprises. The computer laboratory offers proficiency programs in information technology. Short-term computer courses are organized for students, teaching faculty, and staff from time to time.

Library: The requirement and list of books are taken from the concerned teachers and HOD's who are involved in the process. The finalized listing of required books is duly accredited and signed through the HOD seeking advice from the department development committee. The suggestion box is also installed inside the reading room to collect users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment. To ensure the return of books, no dues from the library are mandatory for students before appearing for examinations.

Computers: The department information and communication technology committee (ICTC) is responsible for the maintenance of computers and smooth functioning of the network facilities in the department. They also look into the department up-gradation, procurement of hardware and software, and other items related to computers.

Classrooms: Some lecture rooms are equipped with the specified coaching aids like overhead, projector, LCD projectors, etc., to supplement the teaching-learning system. Seminars, workshops, lecture hours are also carried out in these rooms. Class representatives, elected by the students, are given the responsibility to preserve and maintain the classroom atmosphere at ease.

Sports (indoor and outdoor): The University has a standard ground including volleyball and basketball courts where outdoor sports activities are held. The University also has an indoor stadium for badminton, table tennis, etc. The sports committee of the University is in charge of the sports complex and equipment. The committee supervises the Grounds-men and Grade IV staff assigned for maintenance and repair works. The students are divided into four Houses for organizing competitions and showcasing their talents. SVU Stadium is very popular for many Hi-Fi events as it has all the facilities to organize any event.