SRI KRISHNA DUTT ACADEMY

E-GOVERNANCE POLICY

Scope:

The scope of this policy extends to the following areas:

- General Administration
- Student Admission
- Examination
- Library
- Accounts and Finance
- ICT Infrastructure

Objectives:

- Implementation of E-governance in all functioning of the institution in order to provide a simpler and efficient system of governance within the institution.
- To promote transparency and accountability in all the functions of the college.
- To achieve and create a paperless environment in the college.
- To provide easy and quick access to information.
- To make campus Wi-Fi enabled.
- To make our Classrooms ICT Enabled having Desktops, Laptops, Smartboards, Projectors, etc.
- To establish a fully automated Library.

The college will implement e-governance in all aspects of functioning like, library, accounts, admissions, administration, teaching, etc. In order to provide simpler and efficient system of governance within the institution, it is decided to adopt and implement e-governance in a maximum activity of our functioning.

The policy is designed and framed to make each and every function transparent and accountable

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The college with the primary intent of enhancing the system of e-governance for the seamless and peripheral excess of invaluable data has resolved to put into effect the in enriched usage of digital facility in the diverse areas of activities of the college. The E-Governance system at Sri Krishna Dutt Academy covers the entire processor of the academic activities from admission to gradation. It is built around a robust enterprise resource planning which is applied for and will soon be implemented. In order to provide simpler and efficient system of governance within the Institutions it is decided to adopt and implement e-governance in maximum activities of our functioning. The institution has already started with the e-governance in some aspects of functioning like admission process, library, administration, examination and accounts to some extent. The website of the institute has been revamped taking into account the new changes. The website acts as a mirror for the institute activities and information about all activities important notices etc. have been made available to the stakeholders. The ICT committee undertakes the responsibility of the website administration and updating at the institutional level. Further to achieve and create a paperless environmental in the college and to take initiatives for making this campus green campus. The process of admission in the college for academic programs at UG level has become totally digitalized.

The downward flow of communication from the Principal to the employees is being transacted on the online basis via. the official WhatsApp group of the college and emails. In a similar fashion the communication between the teachers and the students concerned in matters related to academic pursuits through WhatsApp. Moreover, all the regular updates related to payment of fees date sheet, examination and scholarships are also conveyed in the digital format. The process of bringing together a number of activities under e-governance is quite sound and still going on. Communication with the university office is done through emails. Various information, notices and data exchange among the teaching and non-teaching staff is also done through e-governance the department of finance and accounts. Most of the developmental activities in the college are planned and executed by IQAC. The members of the IQAC are part of the major committees like College Advisory Committee, College Development Council, ICT Committee etc. The college has developed its own partial MIS system and has installed servers.

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