



Shri Dadasaheb Gawai Charitable Trust, Amravati. Regd. No. E275/(Amravati)

DR. BABASAHEB AMBEDKAR MAHAVIDYALAYA

Uttamnagar, Amravati. Pin - 44 606 ☎ 9607181584

Affiliated to Sant Gadge Baba Amravati Uniceristy, Amravati.
(Covered u/s 2 (f) and 12 (B) of UGC Act 1956)
NAAC Accredited B+ with a CGPA of 2.73

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Founder

President

Hon. Dr. Kamaltai R. Gawai

Mrs. Kirti Rajesh Arjun

Ref. No. DR-BAMV E-Gov/24

Principal :- Dr. Anjankumar L.Sahay

Date :- 11.11.24

POLICY DOCUMENT ON E-GOVERNANCE

Objectives :-

The aim of E-Governance of Dr. Babasaheb Ambedkar College is to enhance the efficiency, transparency, and accountability of the college's administration. By leveraging information technology, the college seeks to streamline processes, improve access to information, and provide better services to students, faculty, and staff.

- "To integrate technology into the administrative processes of the college.
- " To provide seamless access to information for all stakeholders.
- " To improve the efficiency and effectiveness of academic and administrative services.

Scope:-

" To ensure transparency and accountability in all operations.

This policy applies to all administrative, academic, and operational processes at Takshashila College, encompassing students, faculty, administrative staff, and external stakeholders.

Components of E-Governance:-

1)Academic Management System

- " Student Information System (SIS): A centralized database to manage student records, including admissions, attendance, grades, and personal information.
- " Learning Management System (LMS): An online platform for course management, providing access to study materials, assignments, and grades.

2)Administrative Management System

- "Human Resource Management System (HRMS): For managing faculty and staff records, payroll, leave, and performance appraisals.
- " Financial Management System (FMS): For budgeting, accounting, and financial reporting.

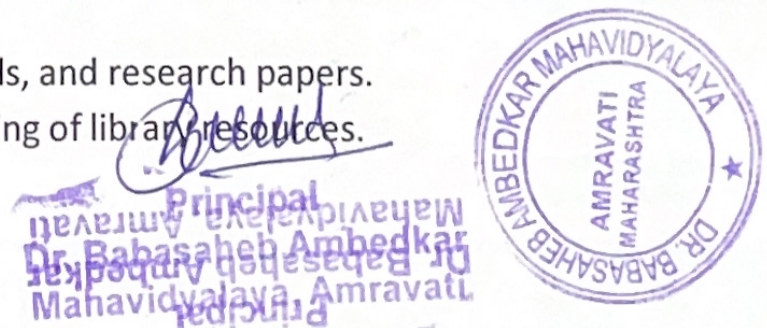
3) Communication and Collaboration

- "Email and Messaging System: For official communication among students, faculty, and administration.
- " Virtual Meeting Platforms: For conducting online classes, meetings, and seminars.

4) Library Management System

- " Digital Library: Online access to free e-books, journals, and research papers.
- " Catalog Management: Efficient Cataloging and tracking of library resources.

5) Infrastructure Management



Implementation Strategy:-

- "Campus Management System: For managing campus facilities, maintenance requests, and resource allocation.
- " Develop a phased implementation plan with clear timelines and milestones.

1) Training and Capacity Building

- "Provide training programs for faculty, staff, and students on using-governance systems. Regularly update training materials to keep pace with technological advancements.

2) Monitoring and Evaluation

- " Establish a monitoring committee to oversee the implementation and operation of e-governance systems. Conduct periodic evaluations and audits to assess effectiveness and identify areas for improvement.

Data Privacy:-

1) Data Management and Security

- "Ensure the confidentiality and privacy of personal data collected from students, faculty, and staff.

2) Data Integrity

- " Implement strict access controls to protect sensitive information.
- " Regularly back up data to prevent loss and ensure data integrity.
- " Implement measures to detect and prevent data breaches or unauthorized access.

Transparency and Accountability

1) Public Access to information

2) Feedback Mechanism

- " Provide stakeholders with access to relevant information through the college website and other digital platforms.


Establish a system for receiving and addressing feedback from students, faculty, and other stakeholders.

Conclusion

" Use feedback to continuously improve e-governance systems and processes.

The implementation of e-governance at Dr. Babasaheb Ambedkar Mahavidyalaya, Amravati, is a significant step towards modernizing its administrative and academic processes. By embracing technology, the college aims to create a more efficient, transparent, and responsive environment for all its stakeholders.




Principal
Dr. Babasaheb Ambedkar
Mahavidyalaya, Amravati