

|| Dhairyam Sarvatra Sadhanam ||



Shri Shivalingeshwar Shikshan Sanstha's Sankh
Shri.R.K.Patil Arts, Commerce and Science College, Sankh.

Tal.Jath, Dist.Sangli. 416 412. College Code : 616

Estd-19/7/2018(N.G.C.2018/N.M.V./100/18)M.C-4

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E-Governance Policy

Shri R. K. Patil Arts, Commerce and Science College, Sankh. believes in bringing the technology not only in teaching-learning but effectively in administration and governance of the institution. The E- governance policy facilitates the IT policy of the institution.

Scope

The scope of the policy extends to the following areas:

- General administration
- Student Admission
- Examination

Objectives

- To implement e-governance in all functioning of the institution in order to provide simpler and efficient system of governance to all stakeholders.
- To provide transparency and accountability in all functions of the college.
- To achieve and create a paperless work in the institution.
- To provide easy and quick access to the information.
- To provide ICT facilities to students, faculty and other stakeholders.
- To make campus Wi-Fi enabled.
- To establish fully automated process of administration, student admission and examination.

Policy

The college will implement e-governance in all areas of operation such as academic and administration including academic departments, student admission, teaching-learning and evaluation, support service centers etc. The policy is framed to make each and every function transparent and accountable.

Website as source of Information

The website is the key point for information to the stakeholders which will reflect the functioning of the institution. The website provides all information about activities, important notices, courses offered, admissions, upcoming events, circulars, IQAC, NAAC, departments, support services and upcoming events. For smooth functioning of this, the college has Website Vigilance Committee which monitors maintenance and update of the website on regular basis. The committee will also look for the changes according to the needs on the website. The college always seeks to showcase its remarkable achievements and activities through website.

Student Admission

Admission portal is made available on Shivaji University, Kolhapur website for transparency in admission process. It is strengthened by ethical practices and regulations of Shivaji University, Kolhapur. The guidelines for admission process are to be displayed on the website including schedule of admission, counseling sessions, procedure for cancellation of admission etc. admission forms are uploaded on university web portal for securing online eligibility. The transfer certificate (TC) are sent through offline mode.

Waste Management and Green Campus Initiatives

The college ensures for all kind of waste management such as biodegradable and non-biodegradable, e-waste, biomedical waste generated should be disposed in such manner that it should not impact on the environment. The college insists for the environment sustainability, eco-friendly, green campus with major initiatives like Rain water Harvesting, Solar Energy, Plastic free zones, Plantation Drives etc.


Hardware and Software Infrastructure

- The college persists for adequate number of computers and internet facility for staff and students.
- Computers and printers to be made available for staff.
- Multimedia devices and projectors to be provided in classrooms, auditorium, laboratories, seminar halls, conference hall etc.
- Infrastructure should be complemented by scanners, printers, photocopiers, interactive

boards etc. There should be adequate configuration which serves to allow fast transmission of data.

- The college should provide accounting, statistical for smooth management.
- Office automation with MS office, Antivirus should be purchased and updated regularly.




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