ST. JOSEPH'S
COLLEGE, MOOLAMATTOM
ARAKULAM P.O- 685591, IDUKKI, KERALA

ST.JOSEPH'S COLLEGE MOOLAMATTOM

4.3 IT INFRASTUCTURE

4.3.1. IT facilities and bandwidth for internet connection

E-GOVERNANCE POLICY

Policy Document For E-Governance

- ### *Preamble*

Our commitment to this E-Governance Policy goes beyond administrative modernization; it reflects our dedication to academic excellence and innovation. By embracing the principles outlined in this policy, we pledge to provide a more efficient, transparent, and accessible administration that empowers our community to excel. E-Governance is a mechanism by which the college attains its optimum utilization of technology for ensuring transparency, accountability and efficiency by adopting green protocol.

- ### *Policy Statements*

➢ Attendance is administered through *e- College Connect*, software for education purpose.

➢ Admission to both UG and PG programmes is carried out through solely through university portal *MGU CAP*.

➢ Students register their grievances online through college website.

➢ Library is partially automated with e-Library solution.

➢ Administrative office is also partially automated.

➢ Bill payments are carried through *Service and Payroll Administrative Repository for Kerala (SPARK)*.

➢ Financial transactions for NSS are administrated through *Public* Finance *Management Systems (PFMS)*.

➢ College employs only original software for implementing e-governance in its administration.

➢ Sophisticated Instruments of DST-FIST sponsored Instrumentation centre uses only original software.

➢ Application and distribution of scholarship fund is accomplished through respective online sights.

➢ Salary for guest faculties is transferred through online payment systems.

➢ A website monitoring committee regularly refurbish the activities of college website.

➢ College employs its own You-tube channel to reach out the students and is monitored by a staff in charge.

➢ Management information system is achieved through domain linked e-mail ids of all stake holders.

Time of implantation of this policy is from 01 June, 2019

- ***Review Mechanism***

This policy is reviewed annually to assess its effectiveness and make necessary updates to align with evolving technological inventions and practices.

Authorized Signatory

Principal

St. Joseph's College, Moolamattom