

POLICY ON E-GOVERNANCE & IT'S IMPLEMENTATION



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E-GOVERNANCE & ITS IMPLEMENTATION POLICY

INTRODUCTION

E-governance envisages with the sole vision of enhancing the system of governance for development of the University by leveraging new and cutting edge technologies. Information and Communication Technology (ICT) enabled technology can transform Governance by adoption of global best practices in Governance.

In tune with this, University has a vision to provide its services to all the stakeholders through good and effective e-Governance. University has implemented several of its services such as admissions, examinations, finance, library management etc. as per the e-Governance plan of the University. It is envisioned that all the services of the University will be successfully implemented under e-Governance plan following National e-Governance Plan and Digital India flagship initiatives of Government of India.

VISION:

To enhance the system of governance for the overall development of the University by leveraging technologies.

MISSION:

Deploy new solutions and ideas in various departments of the University for Seamless Data Access enabling better decision making.

OBJECTIVES:

- Implementation of E-governance in all functioning of the University in order to provide simpler and efficient system of governance within the University.
- To promote transparency and accountability in all the functions of the University.
- To achieve and create a paperless environment in the University.
- 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.

POLICY:

1. In order to provide simpler and efficient system of governance within the institution, it is decided to adopt and implement e-governance in maximum activities of our functioning.
2. University to embrace e-governance for the seamless access of data for better decision making at various levels of the organization.

SCOPE:

- The policy shall be applicable to any Institute, authority, department or office of the University.
- The policy shall be applicable to partnerships, collaborators, contractors, vendors working in the University.

AREAS OF IMPLEMENTATION:

The e-Governance Policy of the University will be implemented in the following areas:

❖ Website:

The website will act as a mirror of the University and information about all the activities, important notices, circulars, etc. will be made available to the outsiders and the University community.

❖ Student Admission:

The University shall strive to process all admissions online. This will cover admissions to all the courses whether graduate, post graduate, Ph.D., M. Phil., Diploma or any other courses offered by the University.

❖ Accounts:

For ease of maintaining accounts, the University shall strive for introducing new and updated accounting methods and compliances, new advanced softwares. The requirements of the Finance and Accounts Branch of the University should be reviewed periodically and necessary updation may be made as and when required. Appropriate security measures should be taken for maintaining confidentiality of the transactions. Training to the existing staff must be provided on timely basis.

❖ Planning and Construction:

The Planning and Construction Branch of the University shall comply with the e-Governance policies of the University, the Government of Uttar Pradesh and the Government of India.

❖ Library:

The University has one of the best libraries in the country. The University shall strive to add more e-learning resources for the benefit of the teachers and students of the University. Appropriate training to the staff and the students for using the e-learning resources should be provided. The library strives to provide remote access facility to all the stakeholders.

❖ Administration:

To provide a hassle free, convenient and cheap process, the University strives to handle maximum activities of the administration like file/application/letter handling with ICT (online tracking system). Facilities are provided for online leave management of employees, e-copy of salary certificates, internal communication between the employees, etc. A dynamic database of all the students, teachers and employees of the students must be created.

❖ **Examination:**

- ✓ Use ERP to handle the entire Examination Process.
- ✓ Make the examination records of students available online with an interactive platform for students to view their internal assessment and semester marks/grades and raise discrepancies online, if any. .
- ✓ Maintain compatibility of examination process with the regulations of the affiliating university as far as e-governance policy is concerned.

❖ **Alumni:**

In order to strengthen alumni interaction, a separate page in the University website shall be provided for Alumni registration, information on alumni activities, prominent alumni, milestones achieved by alumni, feedback and other aspects as applicable.

The University shall continuously review and update the approved policy and is committed to its implementation.

