

Mahatma Education Society's
PILLAI COLLEGE OF ARCHITECTURE

Dr. K.M. Vasudevan Pillai Campus, Sector 16, New Panvel, Mah. India 410 206.
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E-Governance Policy

An E-Governance Policy is like a plan that helps organizations use technology smartly for their work. This technology can make things like services and information easier to use and ease of access to information. As we rely more on technology in today's digital era, these policies are becoming more important. When organizations follow these policies, they can be more responsible, make things transparent, and make people trust them more.

Objective:

The objective of this E-Governance Policy is to provide a guideline for the effective implementation and Ease of access to information & utilization of information and communication technology (ICT) tools in the college's administrative processes. This policy aims to enhance the efficiency, transparency, and accessibility of services provided by the college to its staff & students.

Policy:

1. Administration

The college will implement an administrative software system that will enable the efficient management of administrative processes. The administrative software will be designed to be user-friendly

The college will ensure that its hardware and software infrastructure is regularly updated and maintained to ensure its efficient functioning. The college will ensure that all authorized personnel have access to the necessary hardware and software to perform their duties efficiently

Administration includes biometric attendance, performance appraisal, online remuneration, feedbacks of stakeholder, library management.

The college will establish an online library system that will enable stakeholders to access the library's resources online. The library system will be designed to be user-friendly and accessible to all faculty & students.

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2. Finance and Accounts

The college will establish an online accounting system that will enable the efficient and transparent processing of financial transactions.

The accounting system will be integrated with the college's administrative software to enable seamless processing of financial transactions. Students will be encouraged to pay all fees pertaining to their tuition, exams, study tour etc using the e-platforms.

3. Student Admission and Support

As college website will be the primary source of information for all stakeholders The website will be regularly updated with relevant information, including admission requirements & admission important dates, course information, fee structures, event reports and important notices. And it should be user-friendly and accessible to all stakeholders.

4. Examination

College will give online facilities to submit exam forms & fees online on student portal And provide results online through email.



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