

GOVERNMENT DEGREE COLLEGE TIMARNI DISTRICT- HARDA (MP)

(Affiliated with Barkatullah University, Bhopal)

Accredited by NAAC with 'B+' Grade

Website- <http://gdctimarni.in/>



E-governance Policy



E-governance Policy

Scope: The policy aims to extend the use of ICT in the governance and management of the college in the following areas:

- Administration
- Admission
- Fees Receipt & Salary Payment
- Examination
- Scholarships
- Accounts and Finance
- Library
- Registering grievances of the students

Objectives:

1. e-governance shall be introduced in all the functioning of the college to make the governance simpler, smooth and access to all the stakeholders.
2. Make the governance transparent and accountable.
3. Provide easy and quick access to information.
4. Make the class ICT enabled.
5. Connect a digital library(e-pathshala) .



Implementation of the Policy:

The college implemented the policy in all the spheres of governance, management, teaching and learning including the admission, examination, scholarships, library, class room teaching etc. This resulted in a transparent functioning of all the departments of the college and making all the stakeholders accountable to their duties and responsibilities.

The college has taken the following measures to implement the policy:

Website: website is the source of information. All the notifications and important information related to admissions, examinations, and scholarships are regularly uploaded on the college website. College website maintain by college computer department.

WhatsApp groups:

WhatsApp groups of all the classes are created. During the corona most of the classes are held through online classes through these groups. Much important trainings are provided to the students through these groups and the important information about CCE tests and projects are also shared with the students through these groups. WhatsApp group of the college

Professors and the office staff are also created. Professors and office staff is informed about all the important notices through the WhatsApp group.



Accounts: The College has adopted a cashless system of transactions. It has created its own SBI collect portal through which students deposit different fees. The accounts are also maintained on tally and salaries are generated through the software of the MP. Treasury.

Administration:

1. Students shall be provided maximum services through online mode.
2. All the notices shall be displayed online on the college website and the WhatsApp groups.
3. Facilities of computers, printers, projectors shall be provided in all the academic and administrative departments of the college.
4. Admission, examination and scholarship process shall be conducted through the portal of the HED and Vikram University Ujjain.
5. Academic and administrative staff shall be provided regular trainings to become friendly with the functioning of different portals and e-platforms.
6. The college has made all the departments and administrative as well as account office fully automated.

Director/Co-ordinator
Internal Quality Assurance Cell
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