

GOVERNMENT COLLEGE ROPAR

(Affiliated To Punjabi University, Patiala)



Criterion 6

Governance, Leadership and Management

Govt.CollegeRopar

E-Governance Report

For The Academic Year 2022-2023

1.Introduction: The E-Governance Policy for Government College is established to leverage technology and digital platforms to enhance the efficiency, transparency, and accessibility of administrative processes, academic activities, and overall governance within the institution. This policy aims to create a seamless and user-friendly digital ecosystem that benefits students, faculty, staff, and stakeholders.

2.Policy Objectives:

1. Efficiency: The policy aims to streamline administrative processes and reduce manual paperwork through digitization, leading to quicker decision-making and resource optimization.
2. Transparency: By utilizing digital platforms, the policy seeks to promote transparency by providing stakeholders access to accurate and up-to-date information.
3. Accessibility: We are committed to making information, services, and resources easily accessible to all stakeholders through online platforms.
4. User-Centric Approach: The policy focuses on providing user-friendly interfaces and intuitive designs that cater to the diverse needs of students, faculty, staff, and external parties.

3.Policy Guidelines:

1. Online Administrative Services: Administrative processes such as admissions, registration, fee payment, and result publication will be conducted online, minimizing paperwork and enhancing efficiency.
2. Digital Communication: Important notices, circulars, and announcements will be communicated through official college websites, emails, and messaging platforms.
3. E-Learning Platforms: The college will utilize e-learning platforms for course materials, assignments, quizzes, and discussions, enhancing the learning experience.

Harjot



4. Digital Library Resources: The library's resources will be accessible through digital platforms, facilitating easy browsing, borrowing, and research.
5. Online Grievance Redressal: A dedicated online grievance redressal system will be established to address concerns and feedback from stakeholders promptly.
6. Data Security and Privacy: Stringent measures will be implemented to ensure the security and privacy of all digital data and information.
7. ICT Infrastructure Enhancement: Continuous investment in Information and Communication Technology (ICT) infrastructure will be made to support the implementation of e-governance initiatives.
8. Training and Capacity Building: Regular training sessions will be conducted to familiarize faculty, staff, and students with digital tools and platforms.
9. Feedback Mechanism: Digital platforms will be employed to gather feedback from stakeholders, allowing for continuous improvement of e-governance initiatives.

Following will be the areas of implementation

4. Intergrated Human Resource Management System(INHRMS)

iHRMS Project in Punjab has been able to fulfil following objectives:

1. Providing an Integrated HR & Payroll Management, Standardized enforcement of Policies & procedures
2. Integration of Services and Data Sharing Across Different MIS
3. Decentralized Data Collection & Complete Transparency
4. Simple Interface, business rules at backend coupled with strong codification of masters
5. Workflow & Role Based Operation for streamlined HR & Payroll Management.
6. Graphical Reporting & Dashboard
7. Single Login & Password for Different Applications
8. Decision Support System for Staff Rationalization, financial planning
9. Transparency in the personnel and financial management.
10. Projections of Financial Liabilities & Manpower Requirements

Harjot

5. Integrated Financial Management System(IFMS)

IFMS is a complete suite of applications used by Govt. of Punjab for planning, budgeting, Receipt and Expenditure control, Payment Processing, Debt Management and Audit. This state of art portal is owned by Department of Finance, Govt. of Punjab and developed by NIC Punjab. It has brought various stakeholders such as Administrative Departments, Accountant General, RBI and Banks on a single platform with role based Smart Dashboards. These Smart Dashboards have provided a better Decision Support System to all the stakeholders. It envisages end-to-end integration of various IT systems belongs to various stakeholders in Govt. of Punjab for efficient fund flow and payment-cum-accounting system.

6. Website:

The website of the college needs to revamped taking into account the new changes. The website should act as a mirror of the college activities and information about all activities, important notices, etc should be made visible to all the stakeholders. For this purpose, a separate website development committee is to be constituted and they will have to be given the authority and responsibility to interact with service provider/web designer for administration and updating of college website.

ERP:

In order to establish a more straightforward and effective system of governance inside the institution, ERP is to be deployed at multiple levels. There are separate login options available for staff and students. The everyday actions of the employees and students will be digitally monitored if the ERP system is working properly.

7. Student Admission:

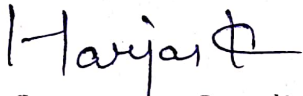
Presently all the admission in the college is done online whether it is at graduate level or post-graduate and therefore the website of the college, is www.gcropar.ac.in

Harjot

8. Implementation and Monitoring:

1. **E-Governance Committee:** A committee comprising experts from various departments will oversee the planning, implementation, and monitoring of e-governance initiatives.
2. **Regular Audits:** Periodic audits will assess the effectiveness of digital platforms, user experience, and data security measures.
3. **Performance Metrics:** Key performance indicators (KPIs) will be established to measure the success and impact of e-governance initiatives.

Conclusion: The E-Governance Policy for Government College underscores our commitment to embracing technology for effective and transparent governance. By providing accessible and user-centric digital solutions, we aim to optimize administrative processes, enhance communication, and create an enriched digital ecosystem that benefits all stakeholders within the college community.



E- Governance Coordinator



Principal

Government College Ropar