6.2
Strategy Development and Deployment

Policy of e-governance

- AISSMS College of Pharmacy recognizes the importance of leveraging technology to enhance governance processes and improve efficiency. The E-Governance Policy is formulated to guide the effective and ethical use of Information Technology in the management and administration of the college.
- AISSMS College of Pharmacy tries to implement e governance in every possible way. We have ERP system in place. The library has **Autolib** software, the accounts uses **tally** software.
- Savitribai Phule Pune University, with which our college is affiliated, uses online facility for registration of student examination forms, submission of doctoral theses and Viva voce.
- Our alumni association APGA has subscribed **ALMSHINE** software where the alumni are registered and can be tracked.
- Effective use of media in achieving and highlighting academic success **podcasts**, journal club activities, **blog** writing is done in collaboration with our central media team.

Objectives

- The primary objective of the E-Governance Policy is to establish technology based systems that would promote transparency, accountability, and efficiency in the functioning of AISSMS College of Pharmacy through the use of technology.

Scope

- E-governance will be used to strengthen governance in various areas of administration, studentsupport, finance and accounts, library and examination. The scope of E governance will encompass all the functions that can be governed by ERP and technology tools.

Policy

- AISSMS College of Pharmacy, Pune has adapted e-governance in several areas of day to day working. It is supposed to uphold transparency, accessability, interoperatability and capacity building in the areas of administration, student support, student admission, finance and accounts, library and academics. To achieve these, the policies are designed as below.

Administration

- The use of ICT and E governance in administration helps to enhance administration processes.

- The use of e- governance would bring benefits such as participation, transparency and accountability to the user to enhance the work.

- Thevision,missionandqualitypolicyofthecollege,informationaboutthecollegeand faculty, updates on infrastructure, courses offered, various activities, initiatives taken by the college can be seen in policy.

- The dissemination of information required for admission, upcoming events in the college, news, roll numbers and many other facets required to be updated to all the stake holders by office.

- The adaption of such policies of E governance make the work paperless, and thus environment friendly.

- Dedicated portal is to be used to stay connected with the alumnus the part of e-Governance initiative.

Finance and Accounts

- Use of latest software such as Tally, will be made for efficient accounting. The transactions will be performed confidentially using appropriate security. The softwares are to be updated on regular basis. Additionally, efficient use of MS office-excel software is to be appreciated wherever possible.

- All the financial transactions (receipts as well as payments) will be through electronic payment systems.

Student admission and support

- The details of the admission process to all courses run by the college will be displayed on the website of the college.

- The scholarship will be dealt through online government portal.

- The information needed by the students will be made available on the college website such as students roll numbers, eligibility numbers, formats of different certificates, policies, fee structure, fee payments.

Examination

- The enrollment of students for semester end examination of university will apply for

exam through university portal.

- Internal and external marks are submitted to the university through online portal of the SPPU.

Library

- The students will be encouraged to used library resources such as books through "OPAC system" The e resources such as inflibnet will be made available.