



Date: 22/01/2024

E-Governance Policy

To be recognized nationally and internationally, every educational institution must have a good E-Governance Policy, a good Governance Document, and good Governance Initiatives. VCOP has established an excellent E-Governance Document and has been implementing several good E-Governance initiatives to maintain and make its mark as one of the country's Institutes of Excellence among the Higher education institutions. For the system to run smoothly, governance must be made inclusive, participatory, accountable, and transparent.

Objectives:

- Incorporate e-governance into several departments of the organization.
- To enhance the effectiveness of operations
- To encourage transparency and accountability.
- To eliminate the use of paper in office administration
- To facilitate internal and external communication among the various departments of the institute connected through internet.
- To Ensure easily accessible information.

Policy:

- E governance policy is implemented in the following areas:
- Planning and development
- Administration
- Finance and Accounts
- Student Admission and Support



Principal
Vaagdevi College of Pharmacy
Hanamakonda, Warangal-506 001



➤ Examination

E-governance must be followed in order to create an honest and effective governance system within the institution.

Website: The website must be functioning and reflect the operations of the institution, Offers an easy access to information on all activities, changes, and other important information to the visitors. For updating information, maintaining and working of website, the institution needs a service provider and a system administrator.

Student Admissions: on tseamcetb.nic.in is a college admissions portal that is used to handle admissions. Only this portal will be used to manage the number of students applying for each course, withdrawals, and fee submission. The administrative officer updates the site with the students' admission information.

Accounts: Cams software is used to keep track of finances and accounting. Appropriate security measures should be adopted to ensure transaction confidentiality. Existing workers must be trained, and existing software must be updated on a regular basis. For financial management, the office will continue to use Tally solutions.

Library: For the benefit of students, the institution has a large library with more e-learning facilities. Teachers and students are also involved. The NewGenLib library Automation Software requires that the library be updated on a regular basis. Its web-based services must be used to gain easy access to library services. In a same vein, newer E-resources like DELNET, MICROMEDIX, NDL, Z-LIBRARY BOOKS, DOAJ, SWAYAM, PDF drive E-Books for learning materials and journals are using as per the Library Committee's recommendations.

Examination: VCOP is an affiliated to KU. Hence all examinations are conducted as per the notifications given by KU. Admissions, attendance, exam registrations, hall tickets, and marks uploading will all be completed via KU website. The College Exams in charge is responsible for managing the entire examination process under the supervision of the principal, and while



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VAAGDEVI COLLEGE OF PHARMACY
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Ramnagar Dist. Hanamakonda- 506001. (T.S)

handling examinations, secrecy and confidentiality is maintained, and work will be completed with great care and attention. On CampX is a private portal maintained by college for the purpose of student details, attendance and internal marks.

The Principal has the authority to make reasonable choices and appoint people to carry out the policy.



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Hanamakonda, Warangal-506 001

Secretary & Correspondent
Viswambhara Educational Society
Hanamakonda, Warangal



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ANNUAL E-GOVERNANCE REPORT: 22002223- 22002234

E-Governance in the field of the educational sector has changed the way of administration with the data and processes model of an educational institution, makes the process easy, well-organized and error free. This is designed to make the system user-friendly, time saving and cost saving also. It helps in improving transparency, providing speedy information dissemination, improving administrative efficiency and public service in all the aspects of education. The institution was successful in implementing the following services in this year

S.No	Name of the Service	Area of Operation
1.	College Automation Package (CampX)	This CampX is a cutting-edge robust digital campus automation management platform designed to revolutionize the way to manage and operate the higher education institution. It is flexible and leverages the latest cloud-based technologies to ensure secure storage, robust data protection, and real-time analytics and provides an integrated digital ecosystem for all the students, teachers, administration and other staff members. It is robust data security measures are designed to protect sensitive data from unauthorized access, breaches, and cyber threats.
2.	Website Developing and Maintenance	Institution has a website to share the infrastructural academics and placement information with its stakeholders Results shall be uploaded to the website directly

The total expenditure towards e-governance during the year 2200 2 32 - 2023 Rs.

44,940/-



Principal

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