



Mary Matha Arts & Science College

Mananthavady, Wayanad, Kerala

E-Governance Policy

The E-Governance policy seeks to achieve the following objectives:

1. Implementation of E-Governance: Integrate ICT into the functioning of the college to streamline operations.
2. Transparency and Accountability: Foster transparency and accountability in all college functions.
3. Quick Access to Information: Provide easy and rapid access to information for all stakeholders.
4. Global Accessibility: Enable stakeholders to access services online from anywhere in the world.
5. Enhanced Communication: Facilitate online communication between various college entities.
6. Paperless Environment: Promote a paperless environment within the college.
7. Global Visibility: Make the institution globally visible.
8. Wi-Fi Enabled Campus: Establish a Wi-Fi-enabled campus for mobile-based e-services.

Procedure of Execution

Before introducing any new ICT facilities, College will provide comprehensive training to teachers, administrative staff, and students to ensure they are well-versed in the system. Regular awareness classes will be conducted to familiarize the student community with the technology. This will facilitate a smooth transition to the new system and ensure its successful functioning.

Areas of Application

The E-Governance policy will be implemented in the following key areas:

1. Website: The college website will be updated regularly to showcase college developments and provide information to all stakeholders. A dedicated committee will oversee website maintenance.
2. Administration: Administrative processes will be automated, moving towards a paperless environment, with access provided to all stakeholders through an online system. A comprehensive database will be established.
3. Finance and Accounts: The college will assess accounting requirements and adopt new software/ modules as necessary to ensure data confidentiality and providing regular training to staff.



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4. Student Admission Support: The entire student admission process will be conducted in the online mode through the Kannur University Centralised Admission Process.
5. Learning Management System: The college will utilize a Learning Management System to support academic activities.
6. Library: The KOHA software shall be used for the effective functioning of the college library. Internet access and digital reading sources will be made readily available to students and faculty.

By implementing E-Governance across these areas, Mary Matha Arts and Science College will streamline operations, enhance transparency, and provide better services to all stakeholders. This policy represents our commitment to creating a more efficient and accountable institution in the digital age.