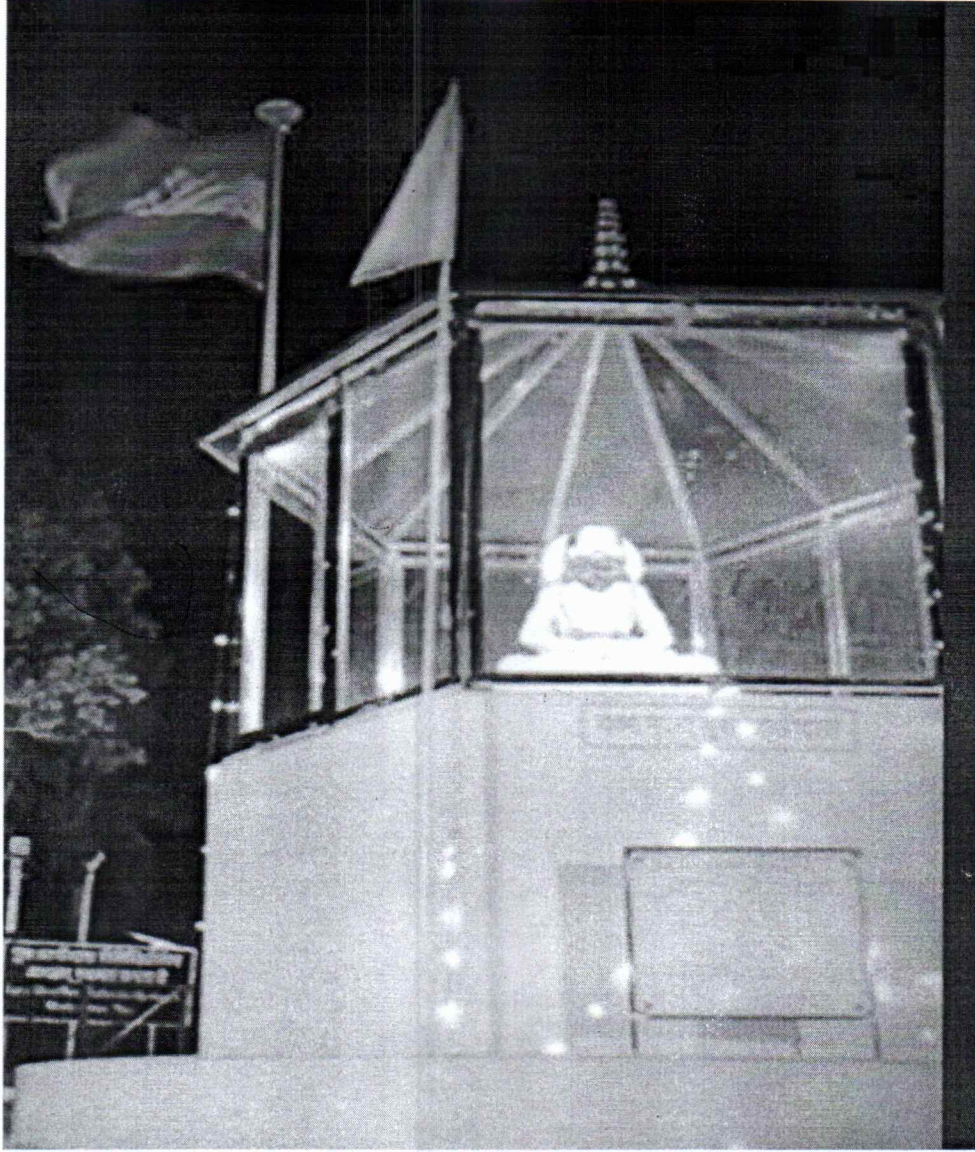# GURU GHASDAS VISHWAVIDYALAYA'S POLICY ON E-GOVERNANCE



## गुरू घासीदास विश्वविद्यालय, बिलासपुर (छत्तीसगढ़)

एक केन्द्रीय विश्वविद्यालय केन्द्रीय विश्वविद्यालय अधिनियम २००६ क्र.२५ द्वारा स्थापित

## Guru Ghasidas Vishwavidyalaya, Bilaspur (Chhattisgarh)

A Central University established by the Central Universities Act 2009 No. 25 of 2009

25/7/2023

## About GGV

Guru Ghasidas Vishwavidyalaya is a Central University of India, located in Bilaspur C.G. State, established under Central Universities Act 2009, No. 25 of 2009. Formerly called Guru Ghasidas University (GGU), established by an Act of the State Legislative Assembly, was formally inaugurated on June 16, 1983. GGU is an active member of the Association of Indian Universities and Association of Commonwealth Universities. Situated in a socially and economically challenged area, the university is appropriately named to honour the great Satnami Saint Guru Ghasidas (born in the 17th century), who championed the cause of the downtrodden and waged a relentless struggle against all forms of social evils and injustice prevailing in the society. The University is a residential institution, having its jurisdiction spread over Bilaspur Revenue Division of the state of Chhattisgarh. It covers almost the entire spectrum of the higher education requirements of the country along with the local people. It has 32 (thirty-two) University Teaching Department (UTDs) on its campus under 11 school of studies.

## Vision

Motivated by the though & teaching of Guru Ghasidas, a great satnami sant of 18th century, Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.) is committed to social empowerment Particularly of the weaker section of the Society with the help of quality higher education & Training.

The focus of the university is on offering strengthening innovative academics programs in emerging interdisciplinary areas of science, social Science & Humanities with quality assurance so as contribute to the growth of the Knowledge base of the university in particular & academic in general. The university aims to provide value-based holistic Education, which will lead to the growth & development of a community better equipped to serve mankind.

## Mission

➢ Providing greater access of inclusive quality higher education to all in particular to the socially & educationally underprivileged students.

➢ Promoting Academic excellence through the state of arts Undergraduate, Post Graduate, Doctoral programs.

➢ Offering equitable quality educational programs catering the current and future needs of the society, region & industry.

➢ Promoting Innovation in teaching, learning, and Research extension work & consultancy service.

➢ Extensive use of technology-enabled learning specially blended mode learning using ICT for Academic, administrative, financial, examination, and evaluation & students supports system of the university.

## 1. INTRODUCTION

E-Governance plays a crucial role in transforming administrative processes and services, bringing greater efficiency, transparency, and accessibility. This policy document outlines the principles and guidelines for the implementation of E-Governance practices at Guru Ghasidas Vishwavidyalaya, Central University, Bilaspur with the aim of enhancing overall governance and service delivery.

## 2. OBJECTIVES

The key objectives of implementing E-Governance at the Guru Ghasidas Vishwavidyalaya are as follows:

2.1. To streamline and automate administrative processes/operations, reduce bureaucratic hurdles, and minimize manual intervention and paperwork.

2.2. To enhance the accessibility and efficiency of services for students, faculty, staff, and other stakeholders.

2.3. To provide students, faculty, and staff with user-friendly and accessible digital services.

2.4. To enhance data security and confidentiality through robust IT infrastructure and data management practices.

2.5. To promote transparency and accountability in decision-making processes.

2.6. To establish a seamless flow of information and effective communication across the different departments in the University.

2.7. To contribute to environmental sustainability by minimizing paper usage.

## 3. SCOPE

This policy applies to all departments, faculty members, non-teaching staff, students, and other stakeholders of Guru Ghasidas Vishwavidyalaya, Central University, Bilaspur. It encompasses the digitization of administrative processes, integration of digital platforms, and the adoption of technology to improve governance.

## 4. INTEGRATED MANAGEMENT

The University has developed and also maintaining an Integrated University Portal (IUP) that serves as a centralized platform for various administrative functions, including but not limited to:

4.1. **Admission and enrolment management**: A user-friendly online system for prospective students to apply for admission, track application status, and complete enrolment procedures seamlessly.

4.2. **Course registration and management:** An efficient online platform is available for students to register for courses, access course materials, and view schedules.

4.3. **Examination and grading**: An automated system works for conducting examinations, evaluating papers, and publishing results securely online as per guidelines of the applicable ordinance.

4.4. **Human Resources Management**: A comprehensive integrated system for managing employee records, attendance, payroll, and performance appraisals as per the guideline of the GoI/UGC/AICTE/NCTE/BAR COUNCIL and other regulatory bodies.

4.5. **Finance and Accounting**: A robust Financial Management System (FMS) and Treasury Single Account (TSA) managed by RBI is available to handle budgeting, fund allocation, and transparent expenditure tracking.

## 5. VIRTUAL LEARNING ENVIRONMENT

Guru Ghasidas Vishwavidyalaya, Central University, Bilaspur has established a Virtual Learning Environment (VLE) up-to some extent and is on the way to fully facilitate e-learning, virtual classrooms, and distance education programs. The VLE should support interactive content, assessments, and discussion forums to enrich the learning experience for students as mentioned in the respective syllabi.

## 6. E-LEARNING PLATFORM

The University shall establish a robust e-learning platform to facilitate online education, virtual classrooms, and distance learning programs. The platform should support multimedia content, assessments, and interactive discussions to enhance the learning experience for students.

## 7. DIGITAL RECORDS AND DOCUMENT MANAGEMENT

All official University documents, including administrative records, recruitment applications, student admission applications, student records, academic certificates etc. are digitized completely and stored securely using advanced document management systems. Proper and regular backups and disaster recovery mechanisms are implemented to ensure data integrity.

## 8. ONLINE GRIEVANCE REDRESSAL MECHANISM

The University has implemented an efficient online grievance redressal system to enable students, faculty, and staff to submit complaints and seek prompt resolutions. The system should ensure confidentiality, anonymity, and proper escalation procedures.

## 9. CYBER SECURITY AND DATA PROTECTION

Guru Ghasidas Vishwavidyalaya, Central University, Bilaspur, is prioritizing cybersecurity measures to safeguard sensitive data and information from unauthorized access, data breaches, and cyber threats. Regular security audits, training programs, and compliance with data protection regulations shall be enforced.

## 10. TRAINING AND SUPPORT

The University provides comprehensive training and ongoing support to all stakeholders, including faculty, staff, and students, to ensure effective utilization of E-Governance platforms and tools. This will facilitate a smooth transition from traditional to digital processes.

## 11. GOVERNANCE AND MONITORING

To ensure the successful implementation and adherence to this E-Governance policy, Guru Ghasidas Vishwavidyalaya, Central University, Bilaspur has constituted a dedicated IT cell which is responsible for overseeing progress, addressing challenges, and recommending improvements. Regular audits and feedback mechanisms is also established to monitor the effectiveness and efficiency of E-Governance practices.

## 12. CONCLUSION

E-Governance is pivotal in modernizing administrative practices and enhancing service delivery at Guru Ghasidas Vishwavidyalaya, Central University, Bilaspur. Embracing technological advancements and digital platforms will foster a culture of efficiency, transparency, and accountability, ultimately benefiting all stakeholders and reinforcing the University's commitment to excellence and innovation.