EXCELSSIOR EDUCATION SOCIETY'S
K.B. COLLEGE OF ARTS AND COMMERCE FOR WOMEN, THANE

E-GOVERNANCE POLICY

The traditional system of communication has faced transformation and digitization has become a part of our daily lives. The college is always ready to face these challenges and adapt to the technical scenario in day to day working.

The concept of paperless office is the key focus in view of environment safeguards. All types of communication within and outside the institute are done through emails, WhatsApp and different changing social media day today.

The communication with the students is done through numerous social media groups for immediate impact and faster execution.

The management insists on all software upgradation for office administration particularly financial transactions, admission process, examination and result preparation. With the support of the parent university, the examination system is totally digitized especially for the examination paper delivery, assessment and evaluation work and result preparation.

The office works through different online portals for university education department and government agencies like MKCL, HTE Sevarth.

The students are encouraged to register in ABC (Academic Bank of Credit) of university and use DigiLocker for safeguarding their documents.

The college also encourages the sessions of cyber security through competent agencies for the safety and security especially of the girls.

With the Covid period the faculty has mastered the teaching methodologies through ICT including the receiving end of the students.

The College enforces the mandatory completion of MS-CIT (Maharashtra State Certificate in Information Technology) for all faculty and staff for computer competency.

The staff and faculty are also encouraged to upgrade their technical know-how by arranging frequent sessions by sister concern of technical institute. The IT faculty has pushed for learning all current knowledge through seminars/conferences and special courses.

Sessions are arranged for students to keep them abreast with current happenings in the technical world.

The competent technical staff is on their heels for upgradation of computer labs as well as all technical equipments at various sections in the campus. The classrooms and seminar halls are well equipped with multimedia facilities including the college library.

The Central and the state government policies of competency in language are adopted by establishing Language Lab facility particularly for the vernacular students.

Thus, all stakeholders are ready to face the current challenges of the digitized world for faster, safer and secure environment.

I/c Principal
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For Excelsior Education Society, Thane

Authorised Signatory