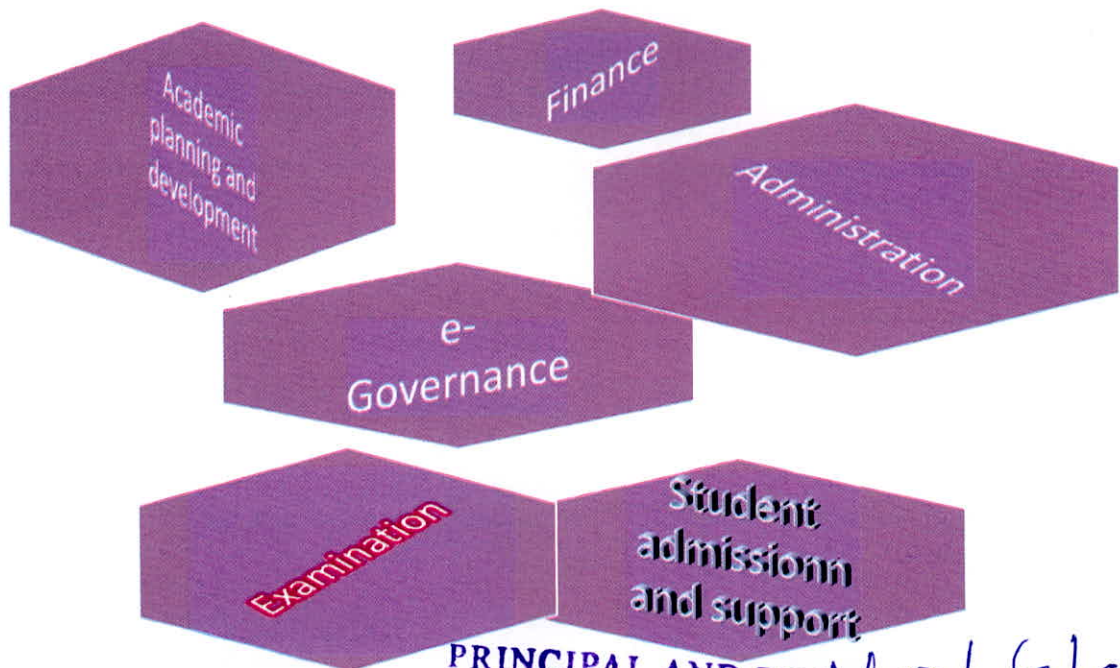




POLICY FOR e-GOVERNANCE



PRINCIPAL AND DEAN
M.S. Ramaiah Medical College
& Teaching Hospital
Bangalore - 560 054

Medha/ad



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e-GOVERNANCE POLICY DOCUMENT

Medha. Y. Rao

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1. Policy: To utilise e-resources for enhancing campus e-learning environment to benefit all users, especially students, faculty and healthcare professionals including patient care and all support services.
2. Procedure :
 - a. Prepare e-governance architecture document with consultation.
 - b. Identification and enhance capability of the existing systems and infrastructure resources. To replace or upgrade the matching resources to be on par with the contemporary e-governance tools.
 - c. Identification of the right development strategy, implementation, review and continuous improvement thereof.

To embrace digital medical education by focusing on

1. Academic planning development through extensive use of curriculum interiors that can be adopted for e-learning.
2. Adopt digital library both online and subscription vast high quality internet libraries.
3. Develop customised and adoptable hospital information system including electronic medical record and promote complete e-solutions for better Medical College Hospital requirements.
4. Campus wide wireless networking including college, hospital and hostels.
5. Adopt all IT facility such as systems, laptops, tablets, projectors, video-audio system and all such hardware infrastructures support

Implementation in Ramaiah Medical College and Hospitals

Planning and development

- Learning Management System, a cloud based ERP developed by Juno Software to be used for display of teaching schedules, lesson plans and students' attendance. Theory and Practical classes to be conducted using Power point slide presentation, Video / animations in IT enabled classrooms .
- Office 365 Microsoft Teams software may be used for display of teaching schedules , ONLINE classes , attendance marking and feedbacks from students

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- Hospital Information System/Lab Information System, an ERP, a LAN based application (MIMSYS SAGE ACCPAC) implemented in 2010 and subsequently upgraded to a new version (6.1) in 2015 will be used by Medical College Hospitals, for maintaining medical records and laboratory reporting
- Easy Lib, a comprehensive e-library to be used to access library information

Administration

- Faculty profile , details on participation in FDP, CME, Workshops and Conferences, projects undertaken and publications, significant achievements if any, are to be uploaded periodically on the Juno software systems
- Annual performance appraisal of teaching and non-teaching faculty is to be conducted through Juno software
- Leave applications of all staff, recommendations and approval is to be done through Juno software system
- Student feedback on faculty also to use the same platform
- Written communication to all teaching staff will be through Juno software using their Institutional email IDs'
- HIS ERP developed by MIMsys Technology to be used for attendance of staff, maintenance of hospital medical records and laboratory online reporting

Finance and Accounts

- Fee collection will be through cheques, DD, NEFT or RTGS.
- Software, HROPAL, a component of Sage accpac systems, will be used for calculating salaries of employees
- Bulk transactions and instructions to the Bank to use ICT in the form of emails.

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- Calculation of TDS is done using Saral TDS Institutional software provided by Reylon softech Limited
- Payment of statutory dues such as EPF, Professional tax and IT is done using the portals provided by the Government.

Student admission and support

Juno software supports all student related activities in addition to MIMsys ERP and easy lib.

- UG and PG admissions abide by the regulations stipulated by KEA during Online counselling.
- After admission, the basic personal information and admission details of the students will be uploaded on Juno software, through which the parents and students can keep in touch with The Institution.

Examinations

- For formative assessments, the internal assessment exam marks and eligibility to appear for University examinations is uploaded on Juno software for student and patient information
- The summative assessments abide by the policy adopted by RGUHS- Online transmission of the QP half an hour before the start of the exams, QP download using the RGUHS website www.rguhsqp.com that is secure and password protected.
- Results are made available online through the website gnanasangama.karnataka.gov.in/rguresult/

Date : 03.03.2016

Medha G. Rao
Principal & Dean

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