RNS Institute of Technology

(AICTE Approved, VTU Affiliated and NAAC 'A' Accredited)
(UG programs – CSE, ECE, ISE, EIE and EEE have been Accredited by NBA up to 30/6/25)
Channasandra, Dr. Vishnuvardhan Road, Bengaluru – 560 098

6.2.2 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Clarification: 5. Please provide Policy document on e-governance.

Answer: The Policy Document is attached herewith.

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E-Governance Policy

The Management Information System at RNSIT has the requisite modules such as administration module, Feedback Module, Library Automation Module, Finance and Auditing module, etc. for seamless administration.

The **objectives** of implementing e-governance in various areas of institution's functioning are:

a. Achieving higher functional efficiency
b. Increased accessibility to information, transparency & accountability of data
c. Obtaining analytics and trends in real time for faster and accurate decision making
d. Decreased paper consumption

Policy:

The Policy as per directions from the GC Members and the existing status of the e-governance at RNSIT under various areas are listed below.

- Website:
  - Policy: RNSIT's website should be dynamic and up to date with the latest data.
  - **Existing Status**: The website of the college has been revamped recently taking into account the new changes. The website showcases the college activities, important notices, etc. The website is outsourced to a Professional designer and developer. Gradually it will be handed over to the identified staff who will undertake the responsibility of website administration and updating at the college level.
- Examination:
  - Policy: At RNSIT the directions as per the affiliating University VTU should be followed in toto while ensuring complete transparency and confidentiality in the conduction of both internal and external examinations. Required infrastructure to be updated periodically and maintained to ensure smooth conduction of exams.
  - **Existing Status**: Online question paper delivery from VTU, printing with high-speed printers, online valuation and online result announcements are in place. Also, online exam form entry, practical marks entry, internal marks entry, etc. are routinely implemented at RNSIT. Sending Progress SMS to parents at regular intervals ensures the communication across all stakeholders periodically. To ensure zero malpractice every classroom and laboratory is equipped with CCTVs which are centrally monitored with back-up storage.
- Planning and Development:
  - Policy: RNSIT should have the capacity to predict and plan the future requirements in all areas of governance – from faculty required to number of bluebooks, etc. in an optimal fashion.

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- **Existing Status**: More than 1200 LAN connected computers and printers across the campus with Wi - Fi enabled campus for sharing of information, trend analysis, follow-up and future plan of action is in place. The internet bandwidth is enhanced every year in line with the growing demands. At present it is 1 Gbps. The complete physical infrastructure details and the human resources details are available in softcopy files to plan the upcoming semester / academic year requirements.

- Administration:
  - Policy: the e-governance should further strengthen the various areas of administration which also includes the teaching learning process.
  - **Existing Status**: OTAS - Online Teachers Appraisal System for follow up of teachers' performance, student feedback, courses held during the current and previous semesters, etc. with analysis of performance across various departments and entire faculty and students. For faculty online biometric attendance (face recognition units spread across the campus) has smoothened the HR area of managing leaves, etc.
- Finance and Accounts:
  - Policy: The backbone of any institution – the management of the finance and accounts operations should be fully automated with zero errors.
  - **Existing Status**: Tally ERP and recent automated accounting software for tracking payments, receipts and balance of accounts is in place. The software also is used for Obtaining salary slips, Bonafide for students – including course completion, fees estimate for education loans, etc. The payment gateway linked with RNSIT website enables hassle free online payment for all purposes – annual fees, hostel fees, training fees, internship fees, etc. The portal tied up with Canara Bank and Billdesk uses data from RNSIT database to provide to the students on log-in the updated summary of the fees to be paid, receipts generated, etc.
- Student Admission and Support:
  - Policy: This area should be completely automated with provision for corrections and periodic updates. The operations under e-governance should be simple, user friendly and portable for various applications.
  - **Existing Status**: VTU online entry with college database, registration of admission, year of study, parents' information, etc. is in place with supported units of ID card printing, attendance tracking, etc.
- Library Management System:
  - Policy: Library should be made accessible to all students and staff with minimum transactions and remotely with all requisite books / papers, etc.
  - **Existing Status**: RNSIT library is fully automated with Libsoft software for all transactions, inventory, usage analysis, report generation, etc. RNSIT has also subscribed to VTU consortium and Knimbus for remote log-in of resources.

The Management reserves the right to periodically tweak the policy to meet future demands.

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