Rayat Shikshan Sanstha's

Arts, Science and Commerce College, Ramanandnagar (Burli)

IT Policy

Procedures and policies for maintaining IT Facilities.

Instituion has well established systems and procedures for maintaing IT Facilities.
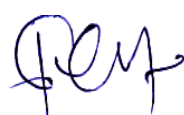
Policies

- ➢ To identify, evaluate and monitor the proper use of available facilities.
- ➢ To understand and fulfil Institutional IT facilities.
- ➢ To finalize the annual budget provided for the facilities and utilize accordingly.
- ➢ Renovation of library annual maintenance contract every year (AMC).

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❖ Procedures

- ➢ In library annual maintenance contracts (AMC) renewed every year. Library Advisory Committee monitors the smooth and effective functioning of all the services provided.
- ➢ The college has a well established mechanism for upgrading and deploying campus IT infrastructure. The IT facilities have beenupgraded in several phases as and when required. Hardware and Network technician looks after the maintenance job, such as updating of operating system, antivirus, software, hardware and technical problems, etc. Internet is provided to computer systems.
- ➢ The college has provided the necessary infrastructure interms of computers, net connectivity, LAN facility and LCD projectors withscreen in classrooms, laboratories and seminar hall. These are maintained bystaff appointed.
- ➢ CCTV cameras have been installed at strategic locations for surveillance.

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