SHRI PANDURANG GRAMIN VIKAS PRATISHTHANS

Dilip Walse Patil Arts, Commerce Science College Nimgaonsawa.

Tal-Junnar, Dist-Pune 410504

IT Policy Statement

INFORMATION AND COMMUNICATION TECHNOLOGY (IT) POLICY

Dilip Walase Patil Arts Commerce & Science College Nimgaon sawa Tal-Junnar Dist -pune is dedicated to incorporatetechnology into its educational environment to enhance the learning experience for its students and faculty. For this purpose, the IT Policy has been constituted to provide a framework for the responsible effective and secure use of technology resources and services. This policy aims at appropriate use, including guidelines for protecting confidential information, personal privacy, and intellectual property. As an integral part of the academic institute's commitment to responsible and ethical conduct, the IT Policy promotes a culture of innovation and collaboration, supporting the growth and success of all members of the academic community

Purpose:

Through this policy guidance and support is provided for the effective and ethical use of information and communication technology (IT) in teaching, learning, and research within the college.

Scope:

The policy applicable to all members of the college community including students, faculty, staff, and administrators.

Custodian of the Policy:

The college administration and IT committee will be responsible for the development, implementation, of the IT policy.

Objectives of IT Policy:

1. To promote the integration of IT in teaching, learning, and evaluation processes.
2. To provide easy access to the internet and other communication networks for educational and research purposes.
3. To provide access to e-learning resources and digital content to support teaching and learning using different e-platforms teaching &non-teaching.
4. To provide e-learning resources and digital content to support teaching and learning.
5. To ensure the privacy and security of electronic information and data.
6. To provide training and professional development opportunities.
7. To promote digital literacy among students, faculty, and staff.

Code of Ethics for IT:

This policy includes a code of ethics for the use of IT, which outlines the **responsibilities of users to:**

The following principles should guide the use of IT in the college:

- Use technology in an ethical and responsible manner
- Respect the privacy and security of electronic information and data
- Avoid using technology for illegal activities
- Responsible use of hardware and software resources.
- IT resources must be used for educational and research purposes only.
- Responsibility for one's own actions and decisions when using IT.

IT Policy:

Hardware and software resources: The college will provide appropriate hardware and software resources to support the integration of IT in teaching, learning, and research. The college will regularly review and upgrade its hardware and software resources to ensure that they meet the changing needs of its members.

Network and internet usage: The college will provide access to the internet and other communication networks for educational and research purposes. The college will implement measures to ensure the security and reliability of its network and internet connections.

E-learning and digital content: The college will provide access to e-learning resources and digital content to support teaching and learning. The college will encourage the creation and use of digital content by its members and provide guidelines for their creation and use.

Data privacy and security: The college will implement measures to protect the privacy and security of electronic information and data. The policy outlines guidelines for data backup and recovery, password protection, and the protection of confidential information.

Staff development and training: The college will provide training and professional development opportunities for staff to support the integration of IT in teaching and learning. The college will encourage its staff to participate in IT-related training and professional development programs to enhance their knowledge and skills.

Computer literacy: The college will promote Computer literacy among students, faculty, and staff and encourage the use of IT in teaching, learning, and research. The college will provide resources and opportunities for students, faculty, and staff to develop their Computer literacy skills .

Review and updates: The IT policy will be regularly reviewed and updated to ensure that it remains relevant and inline with the latest technological advancements.

Principal
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