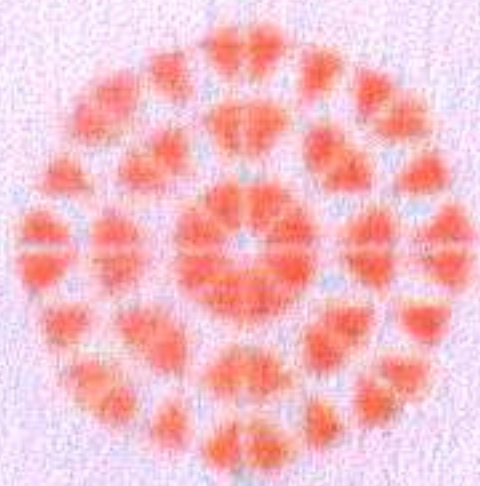




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TO WHOM SO EVER IT MAY CONCERN

This is to certify that the information in the attached document is verified by me and is true to the best of my knowledge.

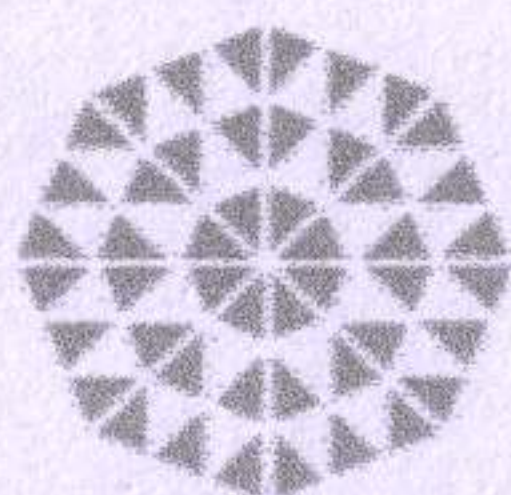



PRINCIPAL

Dr. MANOJ KUMAR. K.P
Principal
KMCT Dental College
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6.2.2 Implementation of E- Governance in Areas of Operation

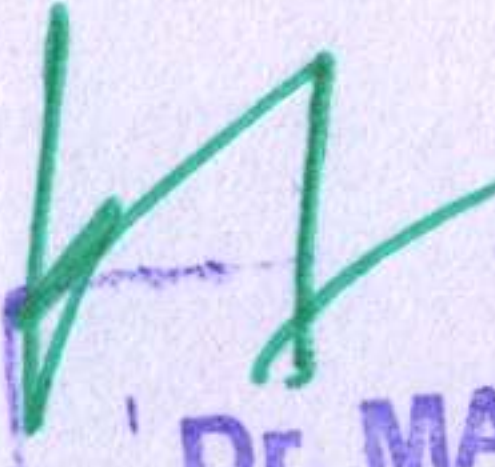
The Board of Management is the highest policy-making body. It deliberates on policies and plans for the institution as a whole and ensures that the college functions and grows as per the guidelines of the regulatory framework. Financial policies, strategic plans, approvals for new programs and institution appointments are directed by the Board of Management.

The Academic Council, is the decision making body for all academic matters. Award of degrees, introduction of new programs, development and revision of curricula and promotion of research are the key areas of deliberation by the Academic Council.

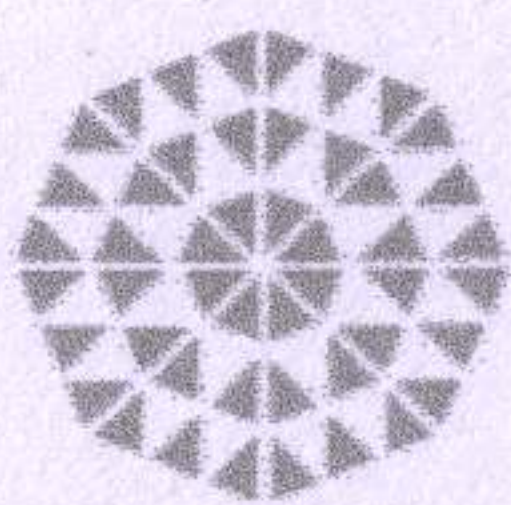
The Finance Committee advises the Board of Management on financial planning, is responsible for budgetary appropriations, monitoring of financial health, tax and other regulatory compliance and developing strategies for effective mobilization and utilization of financial resources.

The Planning and Monitoring Board develops and approves the perspective plans for the growth of the college and over sees the implementation of the plans.




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E –GOVERNANCE POLICY

KMCT Dental College has a website for important information about the institution and different software's to systematize different operation of the dental college in a central manner in areas like academic, administration planning, finance and accounts, students management, Library Management, examination, patient management etc in a phased manner so as enable transparency in operations. This was carried out with software's like Backbone for HIS, campus medicine for academic administration, Tally for finance and accounts KOHA for Library management system.

In view of E governance and to ease out different areas of operations like academic planning and development, administration, Finance and accounts, student's admission and support and examination KMCT has initiated and drafted a policy.

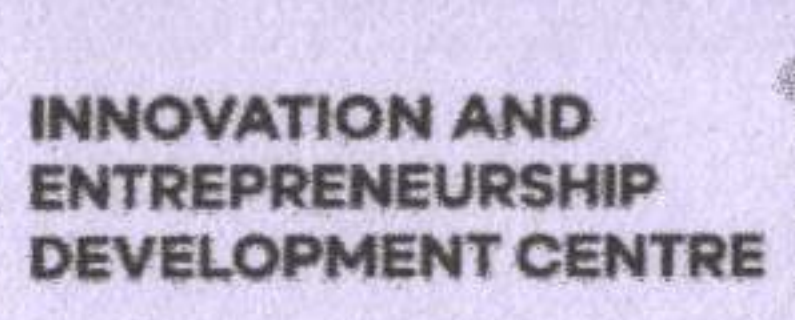


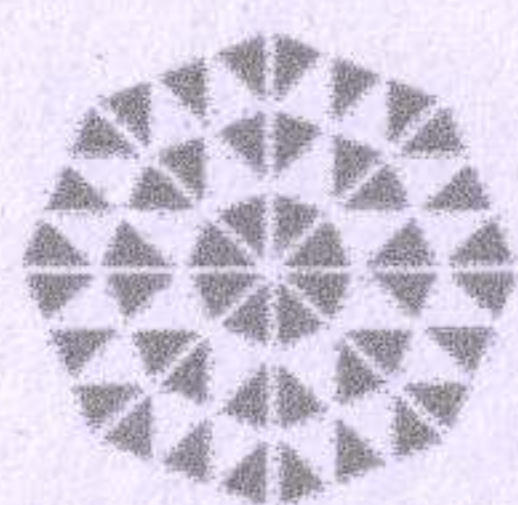
ACADEMIC PLANNING & DEVELOPMENT

KMCT Dental College and Hospital has a dedicated website which gives complete details of the institute like Board of Directors, Faculty, facilities of the college, Course offered, admission criteria, Announcements, News and events of the college, Academic calendar, Departmental activity, outreach programs etc. Photographs of the important events are regularly uploaded. Institute has students corner, parents' corner, alumni, students

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grievance cell and women empowerment cell which can be easily accessed by the stake holders.

A web based academic software named “ Campus Medicine”, is available for academic planning and execution. This was implemented in the academic year 2019-2020. Campus Medicine is a enables to efficiently manage and tracks all complex day to day workflow of institution. Campus medicine covers almost all the stakeholders in the colleges.

Feedback system

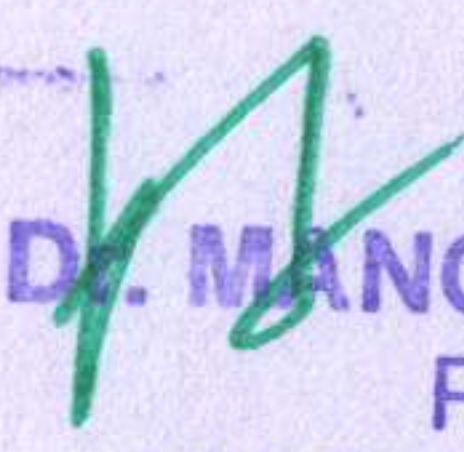
Moodle program

ADMINISTRATION

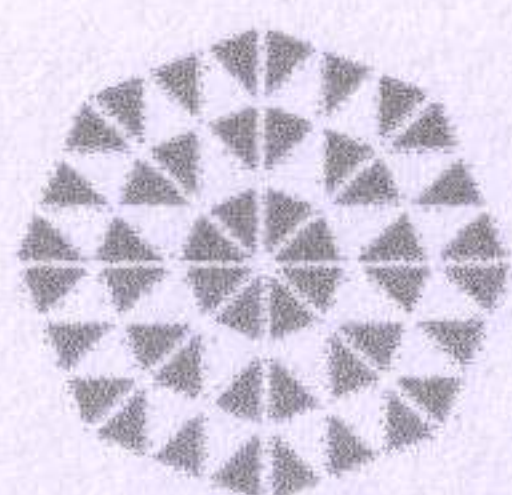
KMCT Dental Hospital is using HIS (Hospital Information System) “Backbone HIS” for patient management. It is an integrated Hospital Management Software which can be utilized for primary care to tertiary care multispecialty Hospital. It is a patient centric application utilized in front office management, Electronical Medical Records (EMR) and Store & Biomedical Management

Campus Medicine academic software manages Post Admissions Process, Class room Management, Time Table Management, Student and Faculty management, Attendance Management, Hostel Management, Transport Management, Fee Management. Spotting irregular attendance, HR Management, Faculty appraisal etc




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FINANCE AND ACCOUNTS

Tally.ERP is using for Finance & accounts which is a perfect fiancé management solution. It manages Daily transactions, purchases management and keeping their accounts.

STUDENT ADMISSION & SUPPORTS

The Admission process in Dental Colleges in Kerala conducted through a Centrallised Admission Process (CAP) by the Commissioner of Entrance Examination, Government of Kerala through their web portal www.cee.kerala.gov.in as per the norms and regulations of the statutory body Dental Council of India (DCI) and Ministry of Health & Family Welfare. Post admission process is managed through the “Campus Medicine”, the academic software.

EXAMINATION

KMCT Dental College is affiliated to the Kerala University of Health Sciences, the Medical University of Kerala. The examination registration process and the question paper delivery and its monitoring is done by the University through their webportal www.kuhs.ac.in. Internal Examination and class tests are managed using LMS (MOODLE, Google Class Room, Edpuzzle) and Campus Medicine, the academic software.



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