Sanjeevani Multipurpose Foundation's

Dr. Deepak Patil Ayurvedic Medical College & Research Center

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Welfare. Department of AYUSH, New Delhi & Govt. of Maharashtra, Medical Education & Medicine Dept.•
• Affiliated to Maharashtra University Of Health Sciences, Nashik •

Information Technology Cell

1. Title:

Policy for the Constitution of Information Technology Cell (IT Cell) at Dr. Deepak Patil Ayurvedic Medical College and Research Centre, Borpadale.

2. Introduction:

The Information Technology (IT) Cell of Dr. Deepak Patil Ayurvedic Medical College and Research Centre, Borpadale, will play a vital role in managing and advancing all IT-related activities of the institution, including its attached teaching hospital. The IT Cell will ensure that the institution remains at the forefront of technological advancements in education, healthcare, and research, in accordance with the guidelines set by the regulatory authorities.

3. Vision:

To establish Dr. Deepak Patil Ayurvedic Medical College and Research Centre as a technologically advanced institution that integrates modern Information Technology systems to enhance educational quality, healthcare delivery, research capabilities, and administrative efficiency.

4. Mission:

-To implement and maintain a comprehensive Information Technology infrastructure that supports all institutional units, including teaching, research, and hospital services.

-To facilitate smooth operations of digital systems such as Learning Management System (LMS), Hospital Information Management System (HIMS), and biometric attendance systems, and ensure real-time data transfer with regulatory bodies.

-To foster innovation, support digital learning, and improve healthcare management through advanced IT solutions.

-To ensure seamless coordination of virtual meetings, webinars, and hybrid events, enhancing the digital capabilities of the institution.

5. Objectives:

-To establish a robust IT infrastructure, including internet bandwidth of no less than 500 Mbps, ensuring connectivity and support for educational and healthcare activities.

-To manage and maintain the college website, hospital management software, digital library, smart boards, virtual labs, and other essential IT systems.

-To ensure the integration of systems with the central command of regulatory bodies for real-time data transfer and compliance.

-To support and enhance digital learning through Learning Management Systems, virtual labs, and multimedia-based teaching tools.

-To facilitate smooth conduct of biometric attendance (Aadhaar-enabled biometric, iris, or face recognition systems) and ensure efficient data management.

-To support departments and administrative units in organizing virtual or hybrid events, such as webinars and assessments.

6. Composition of the IT Cell:

The IT Cell will comprise the following members:

1.Chairperson: Principal of the College.

2.Co-chairperson: Head of IT Department or a Senior IT Professional.

3.Members:

One faculty member from each department with an interest in IT.
IT Systems Administrator.
Hospital Information Management System (HIMS) Administrator.
Network Administrator.
Digital Library Coordinator.
Biometric System Coordinator.

4.Student Representative: One student representative from the undergraduate or postgraduate body.

5. External Consultant: As required, experts in IT infrastructure and management.

7. Roles and Responsibilities:

Chairperson: Oversee the functioning of the IT Cell, ensure alignment with institutional goals, and liaise with regulatory authorities.

IT Systems Administrator: Manage and maintain the IT infrastructure, including hardware, software, and network security.

HIMS Administrator: Ensure smooth functioning of the Hospital Information Management System, integrating with the central command for real-time data transfer.

Network Administrator: Maintain high-speed internet, LAN connectivity, and oversee cybersecurity measures.

Digital Library Coordinator: Ensure the upkeep of the digital library and access to online educational resources.

Biometric System Coordinator: Manage biometric attendance systems, ensuring compliance with institutional and regulatory requirements.

Faculty Representatives: Act as liaisons between departments and the IT Cell, ensuring that academic needs are met.

Student Representative: Provide feedback on student requirements and help in implementing student-friendly digital solutions.

8. Functioning of the IT Cell:

-The IT Cell will meet once a month to review ongoing projects, address issues, and plan future initiatives.

-The cell will regularly audit and update the IT infrastructure to ensure it meets the standards specified by the Commission and other regulatory authorities.

-The IT Cell will coordinate with departments to facilitate virtual learning, assessments, and meetings.

-All IT-related complaints from departments and hospital units will be routed through the IT Cell, which will ensure timely resolution.

-The cell will maintain a log of all IT assets, software licenses, and their respective renewal timelines.

9. Expected Outcomes:

-Efficient and seamless integration of IT systems across the institution and the attached hospital.

-Real-time data transfer to regulatory authorities through proper integration of HIMS, LMS, and biometric systems.

-Enhanced teaching and learning experiences via virtual labs, smart boards, and digital libraries.

-Improved administrative and hospital management through effective use of IT systems.

-Regular organization of webinars, virtual meetings, and hybrid assessments, enabling the institution to stay current with technological trends in education and healthcare.

10. Future Work and Path Ahead:

-Continuous upgrade of IT systems in line with advancements in technology and recommendations from regulatory bodies.

-Exploration of Artificial Intelligence (AI) and Machine Learning (ML) applications in the management of educational and healthcare data.

-Establishment of a robust IT support system for faculty and students, focusing on digital literacy and the use of modern educational tools.

-Expansion of virtual labs and the adoption of simulation-based learning for advanced medical training.

-Collaboration with external technology partners to introduce cutting-edge IT solutions, ensuring the institution remains a leader in Ayurvedic education and healthcare.

11. Review and Monitoring:

The IT Cell will review its policies and functioning annually, updating its strategies and tools in line with technological advancements and feedback from faculty, students, and administrators

Principal
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Information & Communication (Website)

Sr.No	Designation	Name	Sign.
1	Co-Ordinator	Dr. Parag Kulkarni	
2	Member	Dr. Rashmi Bhawane	
3	Member	Dr. Amar Abhrange	

Principal
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