KALINGA INSTITUTE OF SOCIAL SCIENCES (KISS)

Deemed to be University, Bhubaneswar - 751024

(Declared under Section 3 of UGC Act, 1956)

4.3.2 IT policy

Q: Institution has an IT policy, makes appropriate budgetary provisions and updates its IT facilities including the Wi-Fi facility

A:

KISS- DU has a comprehensive IT Policy, the document of which has been uploaded as additional information. The salient features of the same are mentioned here.

Infrastructure

Network connections to every computer system covering all the buildings across the campus and hostels have been provided. ICT Cell is responsible for running the University's Intranet and Internet services. KISS-DU provides high-speed Internet connection by combining the dedicated lines from KIIT, STPI and Airtel at 1GBPS and more specifically 1165 MBPS. The IT Policy of the University provides the following guidelines and objectives to ensure information and communication technology (ICT) to all the users of KISS-DU:

- Follow due procedures to ensure the safe and appropriate use of ICT at the service, including maintaining secure storage of information.
  Only the persons authorised by the Cell are permitted to access ICT at the University.

- Understand what constitutes illegal and inappropriate use of ICT facilities and avoid such activities.

- Provide all necessary IT resources as per the academic programmes laid down by the statutory bodies. Also, introduce new IT technologies from time to time that will benefit the students and research scholars and faculty members.

- Introduction of modern technologies in-line with the Academia as part of the annual plan.

- Provision for up-gradation of the products.

- Plan and invest for redundancy at all levels.

- Provision for Annual Maintenance expenses to ensure maximum uptime of the products.

- Ensure products are updated and services catered 24x7 on the campus or as per the policies laid down by the University Management.

- Leverage information technology as a tool for the socio-economic development of the University.

Core Components of the IT Policy

The Core Components of the IT Policy of KISS-DU include Hardware and Software installation policy and licensing policy. In addition, it has a Network (Intranet & Internet) Use Policy in order to regulate the Network connectivity provided through an authenticated network access connection or Wi-Fi. Matters such as IP Address Allocation, DHCP and Proxy Configuration by Individual Departments/Cells/Users. Running Network Services on the Servers, Dial-up/Broadband Connections and Wireless Local Area Networks come within the purview of the IT policy.

There are also clear guidelines about E-mail account use and Web hosting. Further, the institution has policies regarding creating databases and access to information and a more generic policy on data access, which outlines the University's approach to accessing and using this University resource.

- Database Ownership: KISS-DU is the data owner of the entire institutional data generated in the University.

- Data Administrators: Data administration activities outlined are delegated to the technical team.

- ERP Components: For ERP system requirements of the University, SOUL has designed the EDULEAD for students' support and examination management. Other modules are in the pipeline.

KISS-DU also has guidelines about the maintenance of Computer Hardware and Peripherals. The budgetary provisions for IT implementation is as follows:

Year	2017-18	2018-19	2019-20	2020-21	2021-22
Expenditure incurred on ICT equipment	94,58,928	1,48,160	82,73,130	5,24,293	6,65,759
Other ancillary items & software	8,86,489	4,28,213	16,37,897	35,40,000	

Documents Attached

- KISS-DU IT Policy