Best Practice 1

Title:Data Journey Management System (DJMS)

Objectives:

1. To bring about transparency in administrative communication
2. To enhance efficiency in administration

The Context: The administration of University of Mumbai is complex on account of geographical diversity, huge number of affiliated colleges, large masses of students and large number of teaching and non-teaching staff. This sometimes, resulted in loss of information and resultant delays and conflicts. This problem needed to be fixed and one of the ways of doing this was introduction of Data Journey Management System (DJMS).

The Practice:Data Journey Management System (DJMS) includes identifying the movement of written communication within the university and lets one know in which section or with which administrative authority a particular paper lies and how many days were taken by the section or the administrative authority to process the concerned paper. The practice resulted in improvement of processing of written communication and efficiency.

Best Practice 2

Title:Clean Campus Initiative

Objective:

1. To recognize the contribution of University of Mumbaiby implementing Swachh Bharat Mission.
2. Creating awareness amongst faculty, students and residents on the premises regarding campus clean initiatives.

The Context: Every institute and department generate solid, chemical as well as hazardous waste. There is no specific waste collection and separation system which can grad the waste and develop its re-cycling.

The Practice: Door to door waste collection by separating bio-degradable and dry waste itself at collection point. Domestic hazardous wastes collection in suitable label bins which is then handoverto authorize waste processing and/or disposal centres. Installation of new bins at every 50 ft for collection of waste like plastic bottels, poly bags, cartons, etc.

Best Practice 3

Title: 24x7 security arrangement

Objective:

1. The act requires colleges and universities to develop and implement campus security policies.
2. The goal of a campus security program should be to provide students and employees with an atmosphere free from fear of personal harm or property loss.

The Context: Develop and establish a public safety with the administration of the campus security.The securityis responsible to provide information related with campus security procedures /policies/ instructions as well as report the suspicious or criminal activity if happens on campus to theauthorities.

The Practice: University has a Campus Patrol going round the campus with a Security Supervisor on duty 24X7. High tech equipment's such as CCTV cameras are installed at various buildings, departments, roads, etc.