



Centurion
UNIVERSITY

Shaping Lives...
Empowering Communities...

INTEGRATED DIGITAL TRANSFORMATION POLICY 2026

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CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT
ODISHA

FOREWORD



At Centurion University of Technology and Management, we recognize that the responsible management of information is fundamental to maintaining trust, ensuring institutional integrity and supporting excellence in education, research and administration. As digital technologies increasingly shape the way we learn, work, communicate and innovate, the protection of personal data and privacy has become a critical institutional responsibility.

The Data Protection and Privacy Policy reflects our commitment to safeguarding the confidentiality, integrity and security of personal and institutional data entrusted to the University. It establishes a comprehensive framework for the lawful, ethical and transparent collection, processing, storage, sharing and disposal of information, while respecting the privacy rights of all members of our University community.

This policy reinforces our dedication to responsible data governance, cybersecurity, regulatory compliance and the adoption of best practices in information management. It also promotes a culture of accountability and awareness, ensuring that students, faculty, staff, researchers and external stakeholders understand their role in protecting sensitive information and maintaining the highest standards of privacy and security.

As we continue our journey towards digital transformation and innovation, I encourage every member of the Centurion fraternity to uphold the principles embodied in this policy. Together, let us foster a secure, trustworthy and privacy-conscious environment that supports learning, research, collaboration and sustainable institutional growth.

Prof. (Dr.) Supriya Pattanayak
Vice Chancellor
Centurion University of Technology and Management

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INTEGRATED DIGITAL TRANSFORMATION POLICY

1. Preamble

Centurion University of Technology and Management recognizes digital transformation as a strategic enabler for academic excellence, operational efficiency, innovation, stakeholder engagement and sustainable institutional growth.

The University is committed to leveraging advanced digital technologies, including Artificial Intelligence (AI), Internet of Things (IoT), Data Analytics, Cloud Computing, Automation, Learning Technologies, Digital Platforms and Emerging Industry 4.0 solutions to transform academic, administrative, research, extension and governance processes.

This Policy provides a framework for integrating digital technologies into institutional operations to enhance decision-making, improve service delivery, increase transparency, strengthen stakeholder experiences and support continuous innovation.

2. Purpose

The purpose of this Policy is to establish a University-wide framework for digital transformation and the effective adoption of advanced technologies. It aims to promote data-driven decision-making, enhance operational efficiency, improve stakeholder experiences through digital services, foster innovation using Artificial Intelligence (AI), Internet of Things (IoT) and emerging technologies, strengthen digital governance and transparency and support continuous improvement and digital readiness across the University.

3. Scope

This Policy applies to all academic, administrative, research and operational activities of Centurion University of Technology and Management (CUTM). It encompasses academic operations, administrative functions, student support and service delivery, research and innovation activities, skill development initiatives, outreach and community engagement programmes, industry collaboration activities, campus infrastructure and facilities management, as well as digital platforms and information systems utilized across the University.

The Policy is applicable to all members of the University community, including students, faculty members, staff, researchers, consultants, service providers and other stakeholders who access, manage, utilize or interact with the University's digital systems, technologies and information resources.

4. Vision

To create a digitally intelligent, data-driven, AI-enabled and future-ready university ecosystem that enhances educational quality, operational excellence, stakeholder satisfaction and societal impact.

5. Strategic Objectives

To realize its vision of becoming a digitally empowered and future-ready institution, the university is committed to leveraging advanced digital technologies across its academic, administrative, research and operational functions. The following strategic objectives provide a framework for enhancing governance, improving efficiency, fostering innovation and delivering greater value to all stakeholders through digital transformation.

5.1 Digital Governance

- Strengthen institutional governance through digital systems.
- Promote evidence-based policy formulation and planning.
- Enhance transparency and accountability.

5.2 Academic Transformation

- Enable digitally enhanced teaching, learning, assessment and academic administration.
- Promote personalized and adaptive learning environments.

5.3 Administrative Excellence

- Digitize and automate administrative processes.
- Reduce manual interventions and paperwork.
- Improve service efficiency and turnaround times.

5.4 Data-Driven Decision Making

- Establish integrated institutional dashboards.
- Utilize analytics for strategic planning and performance monitoring.
- Improve institutional effectiveness through actionable insights.

5.5 Innovation and Emerging Technologies

- Promote adoption of AI, IoT, Robotics, Data Science, Cloud Computing and Automation technologies.
- Encourage experimentation and innovation across functional areas.

6. Digital Transformation Framework

The University's Digital Transformation Framework shall comprise the following pillars:

Pillar 1: Digital Governance

The University shall establish:

- Enterprise-wide digital governance mechanisms.
- Institutional digital transformation roadmaps.
- Data governance standards.
- Digital policy and compliance frameworks.

Pillar 2: Integrated Digital Platforms

The University shall strive to integrate:

- ERP Systems
- Learning Management Systems (LMS)
- Student Information Systems
- Examination Management Systems
- Research Management Systems
- Human Resource Management Systems
- Finance and Procurement Systems
- Alumni and Placement Systems

- Accreditation and Ranking Management Systems

to enable seamless information flow and stakeholder experience.

Pillar 3: Artificial Intelligence Integration

The University shall encourage responsible use of Artificial Intelligence for:

Academic Processes

- Personalized learning pathways
- Adaptive learning systems
- AI-assisted tutoring
- Curriculum enhancement
- Learning analytics
- Assessment support

Administrative Processes

- Automated workflows
- Chatbots and virtual assistants
- Document processing
- Predictive analytics
- Resource optimization

Strategic Decision-Making

- Enrollment forecasting
- Student success prediction
- Placement analytics
- Institutional performance analysis
- Risk assessment and mitigation

Pillar 4: Internet of Things (IoT) Integration

The University shall promote IoT-enabled solutions for:

Smart Campus Management

- Energy management
- Water management
- Waste management
- Environmental monitoring
- Building management systems

Safety and Security

- Smart surveillance systems
- Emergency response systems
- Access control systems
- Campus safety monitoring

Infrastructure Monitoring

- Equipment performance monitoring
- Predictive maintenance
- Asset tracking
- Facility utilization analysis

Pillar 5: Data Analytics and Business Intelligence

The University shall utilize analytics for:

- Academic performance monitoring
- Student retention analysis
- Employability tracking
- Research performance assessment
- Resource utilization optimization
- Institutional benchmarking

Institutional dashboards shall be developed to support timely and evidence-based decisions.

Pillar 6: Automation and Process Reengineering

The University shall:

- Digitize key workflows.
- Reduce duplication of effort.
- Eliminate unnecessary manual processes.
- Promote paperless administration wherever feasible.

Priority areas include:

- Admissions
- Examination processes
- Academic approvals
- Human resource management
- Procurement
- Financial management
- Student services

7. Digital Transformation in Academic Processes

The University shall promote the adoption of advanced digital learning technologies and innovative pedagogical approaches to enhance teaching, learning, assessment and student development. To support a flexible, inclusive and outcome-oriented learning environment, the University shall facilitate:

- Blended, online and hybrid modes of learning delivery
- Digital assessment and evaluation systems to improve efficiency, transparency and academic integrity
- AI-enabled learning analytics to support personalized learning and student success
- Digital repositories for academic content, learning resources and knowledge sharing
- Virtual laboratories, simulation platforms and immersive learning environments
- E-portfolios and digital competency-tracking mechanisms to monitor student progression and achievements
- Outcome-Based Education (OBE) monitoring systems to assess learning outcomes and support continuous academic improvement

8. Digital Transformation in Research and Innovation

The University shall promote the adoption of digital technologies and intelligent systems to strengthen research, innovation, collaboration and knowledge commercialization. To foster a robust research and innovation ecosystem, the University shall support:

- Research data management systems for the secure storage organization and sharing of research data
- AI-enabled research tools to enhance data analysis, knowledge discovery and research productivity
- Digital collaboration platforms that facilitate interdisciplinary, inter-institutional and industry-academia partnerships
- Innovation management systems to support the generation, evaluation and implementation of innovative ideas and projects
- Intellectual Property (IP) management systems for the effective protection, tracking and administration of patents, copyrights and other intellectual assets
- Technology transfer and commercialization platforms to facilitate the translation of research outcomes into societal and industrial applications.

9. Digital Transformation in Community Engagement

The University shall leverage digital technologies and intelligent systems to enhance community engagement, social outreach and sustainable development initiatives. In alignment with its mission of creating positive societal impact, the University shall support:

- Rural transformation and community development initiatives through technology-enabled interventions
- Digital literacy programmes aimed at improving digital inclusion and technology adoption among diverse communities
- Digital platforms and advisory services to support sustainable agricultural practices and farmer empowerment
- Technology-enabled skill development and capacity-building programmes to enhance employability and lifelong learning
- Digital monitoring, evaluation and impact assessment mechanisms to measure the effectiveness and outcomes of outreach and community engagement activities

10. Cybersecurity, Privacy and Responsible Technology Use

All digital transformation initiatives shall adhere to:

- University ICT Policies.
- Cybersecurity standards.
- Data protection requirements.
- Ethical AI principles.
- Privacy-by-design principles.
- Applicable regulatory and statutory requirements.

The University shall establish safeguards against:

- Unauthorized access.
- Data breaches.
- Algorithmic bias.
- Misuse of AI systems.
- Cybersecurity threats.

11. Ethical and Responsible Use of Artificial Intelligence (AI) and Digital Technologies

11.1 Policy Statement

Centurion University of Technology and Management (CUTM) encourages the responsible, ethical, transparent and innovative use of Artificial Intelligence (AI) and digital technologies to enhance teaching, learning, research, administration, decision-making and community engagement while maintaining academic integrity, human oversight, privacy, security and accountability.

11.2 Guiding Principles

The use of AI and digital technologies within the University shall be guided by the principles of:

- Academic Integrity
- Transparency and Accountability

- Human Oversight and Responsibility
- Fairness and Non-Discrimination
- Privacy and Data Protection
- Security and Risk Management
- Inclusivity and Accessibility
- Continuous Learning and Innovation

11.3 Responsible Use in Academic Activities

Students, faculty, researchers and staff may use AI and digital technologies to support:

- Learning and knowledge acquisition.
- Content development and instructional design.
- Research and literature review.
- Data analysis and visualization.
- Coding assistance and software development.
- Administrative productivity and workflow automation.
- Accessibility and language support.

Such use shall complement and not replace, independent thinking, creativity, critical analysis, scholarly effort and professional judgment.

11.4 Disclosure and Transparency Requirements

Users shall disclose the use of AI tools when such tools have materially contributed to academic, research, administrative or professional outputs.

Disclosures should indicate:

- Name of the AI tool or platform used.
- Nature of assistance received.
- Extent of AI-generated content incorporated.
- Verification and review undertaken by the user.

The University may prescribe specific disclosure formats for assignments, projects, dissertations, theses, publications, reports and official submissions.

11.5 Student Academic Work

Students remain fully responsible for all submitted work regardless of any AI assistance used.

Students shall:

- Ensure originality and authenticity of submissions.
- Verify the accuracy of AI-generated content.
- Properly acknowledge all sources and references.
- Comply with academic integrity requirements.
- Follow faculty instructions regarding permissible AI use for assessments.

Submission of AI-generated content as wholly one's own work without disclosure may constitute academic misconduct.

11.6 Faculty and Research Responsibilities

Faculty members and researchers shall:

- Promote ethical and responsible AI usage.
- Clearly communicate permissible AI use within courses and assessments.
- Ensure compliance with research ethics and publication standards.
- Critically evaluate AI-generated outputs before use.
- Maintain responsibility for all academic and research outputs.

AI systems shall not be recognized as authors of scholarly publications.

11.7 Green–Amber–Red AI Usage Framework

Green Category (Permitted with Disclosure)

Examples include:

- Grammar and language improvement.
- Brainstorming and idea generation.
- Literature discovery.
- Coding support.

- Learning assistance.
- Translation and accessibility support.

Amber Category (Permitted with Faculty/Supervisor Approval)

Examples include:

- AI-assisted content generation.
- Data analysis support.
- Research synthesis.
- Design generation.
- Automated report drafting.

Appropriate disclosure and human verification shall be mandatory.

Red Category (Prohibited Unless Explicitly Authorized)

Examples include:

- Closed-book examinations.
- Individual competency assessments.
- Viva voce examinations.
- Submission of fully AI-generated assignments as original work.
- Fabrication of data, references, results or citations.
- Contract cheating and impersonation.

11.8 Data Privacy and Security

Users shall not upload confidential, proprietary, personal, examination-related, research-sensitive or restricted University information to public AI platforms without authorization.

All AI-enabled activities shall comply with University ICT, Data Protection, Information Security and Cybersecurity policies.

11.9 Prohibited Practices

The following shall be considered violations of this Policy:

- Undisclosed AI-generated submissions.
- Fabrication of references or research data.
- Academic dishonesty using AI tools.
- Manipulation of institutional data.
- Creation or dissemination of misleading information.
- Unauthorized disclosure of confidential information.
- Use of AI systems in ways that discriminate, harass, deceive or cause harm.

11.10 Monitoring and Compliance

The University may deploy appropriate technologies, review mechanisms, audits and academic integrity processes to ensure compliance with responsible AI use requirements.

Violations may result in disciplinary action under applicable University regulations and policies.

12. Capacity Building and Change Management

The University shall organize regular training, awareness and capacity-building programmes to enhance digital competencies and promote the effective adoption of emerging technologies across the University community.

For faculty members, programmes shall focus on digital pedagogy, the application of Artificial Intelligence (AI) in teaching and learning and the effective use of educational technology tools to enrich the learning experience. For administrative staff, training shall emphasize the utilization of digital systems, data-driven decision-making and process automation to improve operational efficiency and service delivery. For students, the University shall promote digital literacy, AI literacy and emerging technology competencies to equip them with the knowledge and skills required for academic success, employability and lifelong learning in a digital world.

13. Roles and Responsibilities

Board of Management

- Provide strategic oversight.
- Review digital transformation progress.

Vice Chancellor

- Champion institutional digital transformation initiatives.

Pro Vice Chancellor/Registrar

- Coordinate implementation across functional units.

IQAC

- Monitor effectiveness and quality outcomes.

Information Technology Department

- Develop, deploy and maintain digital infrastructure and systems.

Schools, Departments and Centres

- Implement digital initiatives within their respective domains.

14. Monitoring and Evaluation

The University shall establish appropriate mechanisms to monitor and evaluate the effectiveness of its digital transformation initiatives. Key performance indicators shall include digital adoption and utilization rates, user satisfaction levels, process efficiency improvements, cost optimization outcomes, the effectiveness of AI and IoT deployments and overall institutional performance enhancements resulting from digital interventions.

To ensure continuous improvement and strategic oversight, an **Annual Digital Transformation Report** shall be prepared, documenting progress, achievements, challenges and opportunities for further enhancement. The report shall be reviewed by the University Management and used to guide future digital transformation initiatives and institutional planning.

15. Key Performance Indicators

Through the effective implementation of this Policy, the University shall strive to achieve greater digital maturity and operational excellence across its academic and administrative functions. Key outcomes shall include increased automation and optimization of business processes, reduced

reliance on paper-based transactions, enhanced stakeholder satisfaction, broader use of data analytics for informed decision-making, improved operational efficiency and expanded adoption of Artificial Intelligence (AI) and Internet of Things (IoT) solutions. The Policy further aims to strengthen the effectiveness, responsiveness and overall performance of the University's academic, administrative and support services.

16. Alignment with National and Global Frameworks

This Policy is aligned with national priorities and internationally recognized frameworks that promote digital transformation, innovation, quality education and sustainable development. It supports the objectives of the **National Education Policy (NEP) 2020**, the **Digital India Mission**, the **National Digital Education Architecture (NDEAR)** and emerging **Industry 4.0 readiness frameworks**, while reinforcing the University's commitment to global best practices in digital governance and institutional excellence.

The Policy also contributes to the achievement of the **United Nations Sustainable Development Goals (SDGs)**, particularly **SDG 4 (Quality Education)**, **SDG 8 (Decent Work and Economic Growth)**, **SDG 9 (Industry, Innovation and Infrastructure)**, **SDG 11 (Sustainable Cities and Communities)** and **SDG 16 (Peace, Justice and Strong Institutions)** by fostering technology-enabled education, innovation, inclusive growth and accountable institutional systems.

17. Approval and Review

This policy has been approved by the university administration and will be reviewed periodically to ensure its effectiveness and compliance with current laws and best practices. Any amendments to the policy will be communicated to the university community.



Dr. Anita Patra
Registrar
Centurion University of Technology and Management





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CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT, ODISHA

CAMPUSES:

Paralakhemundi Campus

Village Alluri Nagar
P.O. – R Sitapur, Via- Uppalada
Paralakhemundi, Dist.- Gajapati
Odisha, India. PIN– 761211

Bhubaneswar Campus

Ramchandrapur
P.O. – Jatni, Bhubaneswar
Dist.- Khurda, Odisha,
India, PIN– 752050

Balangir Campus

Behind BSNL Office
IDCO land, Rajib Nagar
Dist.- Balangir, Odisha
India, PIN-767001

Rayagada Campus

IDCO Industrial Area
Pitamahal, Rayagada
Dist.-Rayagada, Odisha
India, PIN-765001

Balasore Campus

Gopalpur,
P.O.-Balasore
Dist.-Balasore, Odisha
India, PIN-756044

Chatrapur Campus

Ramchandrapur,
Kaliabali Chhak,
P.O-Chatrapur, Dist.-Ganjam
Odisha, India, PIN-761020