Sipna Shikshan Prasarak Mandal, Amravati's
ARTS, SCIENCE AND COMMERCE COLLEGE
CHIKHALDARA, DISTT. AMRAVATI (Maharashtra State)
Accredited by NAAC with Grade B++ (CGPA 2.77)

ASCC Chikhaldara

DVV Clarification For

6.2.2 Institution implements e-governance in its operations

Outward No :

Date : 23|09|2023

DECLARATION

This is to declare that the information, photos, reports, true copies, numerical data, etc. furnished in this file as supporting documents for DVV clarification is verified by IQAC and found correct.

Dr. V.D. Kapse
IQAC Coordinator
Co-ordinator
IQAC
Arts,Science & Commerce College,
Chikhaldara
Distt.: Amravati(M.S.)

Dr. R. S. Jaipurkar
Dr. R.S. Jaipurkar
Arts Science & Commerce College,
Principal
Chikhaldara,Dist - Amravati

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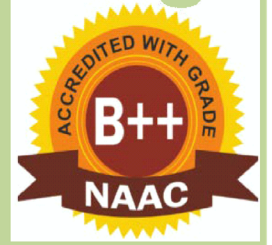
I N D E X

Annual e-governance report approved by Governing Council

Sipna Shikshan Prasarak Mandal, Amravati's
Arts, Science and Commerce College, Chikhaldara

e - Governance Report (2021-2022)

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e-governance has been implemented to automate the various functions in an integrated manner in the areas of Academics, Administration, Finance & Accounts, Admissions, Examinations, Library, Planning and Development, Student Support, and CCTV Surveillance.

IMPLEMENTATION OF E-GOVERNANCE

Student Admissions and Support:

The college implemented e-Governance with the automation of student admission procedures and maintenance of an exhaustive student profile. The college has ensured uninterupted internet connectivity. It has provided Broadband with Wi-Fi facility in the campus.

> During COVID-19 pandemic all the UG & PG theory and practical classes were conducted online using various e-platforms like video conferencing Apps (ZOOM, Google meet), Google Classroom, Whatsapp, etc.
> The students' data is stored and maintained using the software.
> Official website of government is used for disbursement of scholarships.
> The prospectus, academic and activity plan of college are made available on college website.
> Records of student admission are maintained by College Automation Software.
> The college has developed e-Library Portal providing online free access to various Consortium, Digital Libraries, Institutional Repositories, Online Journals, Online Books, Gateway to Online Education, Online News Papers, Catalogues & Databases, Special links for Marathi & Hindi literature, Syllabus and Question Bank of affiliating university etc.
> Semester-wise and subject-wise Whatsapp groups are formed to share study material, university/college notices/guidelines.
> Books are processed with bar-coded spine labels and bar-coded Borrowers' Tickets.

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Finance and Accounts:

The college uses automation software for e-Governance of transparent functioning of the Finance and Accounts department. This software has separate modules for different administrative tasks like admission, scholarships, account, finances, payroll and other support services. The administrative office maintains the reports and books of accounts generated from the software which helps in auditing procedures. Official website of government is used for disbursement of scholarships.

Administration:

The administration of the college functions with an e-Governance system at college level for different administrative tasks like admission, scholarships, account, finances, payroll and other support services. Library has fully automated inhouse operations. Some of the functions include issue and return of Library book transactions, Acquisition, Stock position, Stock verification and Online Public Access Catalog (OPAC) using software. The College has also subscribed for access to Inflibnet. The college updates central stock book in soft format. To achieve the target of paperless communication and processes, the college has started using Google facilities like Google Form, Google Sheet and Google Drive.

Examinations:

> The Examination Committee of the college is equipped with ICT tools necessary for conduct of internal and university examination related activities.
> The college has "Examination Management Software System", which is in linkage with affiliating University, for university examination.
> The examination related activities include: Generation of Examination forms and Hall tickets, Facility of Downloading Hall tickets by students, Printing of question papers, Declaration of results and download facility of Marksheets, certificates, etc.
> Some of the departments carry out internal assessment by using e-platforms like Google Classroom, Whatsapp groups, etc.
> Internal examination data is uploaded on University examination portal.
> Question bank is shared with students through numerous e-platforms.
> Previous year question sets of university examination are made available on college website.

Others:

- The college uses ICT tools in the process of planning college events, activities and academics. Important notices and announcements and communication are also circulated via website/Social media platforms to all the stakeholders.
- CCTV camera surveillance systems are used to maintain safety and security in and around the campus.
- Meetings of all statutory bodies like Governing Body, Academic Council, Boards of Studies of all departments and non-statutory bodies were held online using various platforms like Microsoft Teams or Zoom platforms during COVID-19 pandemic.

30.05.2023

Dr. R. S. Jaipurkar
Principal
Arts Science & Commerce College,
Chikhaldara.Dist - Amravati

Sipna Shikshan Prasarak Mandal, Amravati's
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➤ During COVID-19 pandemic lockdown period, the UG & PG theory and practical classes were conducted online using various e-platforms like video conferencing Apps (ZOOM, Google meet), Google Classroom, Whatsapp, etc.

➤ The student's data is stored and maintained using the software.

➤ Official website of government is used for disbursement of scholarships.

➤ The prospectus, academic and activity plan of college are made available on college website.

➤ Records of student admission are maintained by College Automation Software.

➤ The college has developed e-Library Portal providing online free access to various Consortium, Digital Libraries, Institutional Repositories, Online Journals, Online Books, Gateway to Online Education, Online News Papers, Catalogues & Databases, Special links for Marathi & Hindi literature, Syllabus and Question Bank of affiliating university etc.

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➤ Some of the departments carry out internal assessment by using e-platforms like Google Classroom, Whatsapp groups, etc.

➤ Internal examination data is uploaded on University examination portal.

➤ Question bank is shared with students through numerous e-platforms.

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Others:

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- Meetings of all statutory bodies like Governing Body, Academic Council, Boards of Studies of all departments and non-statutory bodies were held online using various platforms like Microsoft Teams or Zoom platforms during COVID-19 pandemic.

Acting Principal
Arts, Science & Commerce College
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