

INDIRA MAHAVIDYALAYA

KALAMB, DIST. YAVATMAL 445401

www.indiramahavidyalaya.com

AISHE ID: C-42925

Institution Track ID: MHCOGN15368

Criterion 6

Governance, Leadership and Management



KEY INDICATOR 6.2

Strategy Development and Deployment



Metric No. 6.2.2 (QnM)

6.2.2 Implementation of e-governance in areas of operation

6.2.2 (W3) Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance

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DECLARATION

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


Co-ordinator
IQAC
Indira Mahavidyalaya
Kalamb




PRINCIPAL
Indira Mahavidyalaya
Kalamb Dist. Yavatmal

Metric No. 6.2.2

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Implementation of e-governance in areas of operation

Policy document

Technology has been a boon to academic institutions in the field of education, which helps to streamline governance systems and maintain a better quality of education. Good governance can be termed as the ability to address the challenges and need of the current situation. E-Governance policy of an institution is for the purpose of enhancing the system of governance for development of institute through new and advanced technologies. It aims at planning and enabling any infrastructure for the deployment of cutting-edge applications and deployment of solutions for seamless administration of the institute. Indira Mahavidyalaya, Kalamb Dist. Yavatmal believes in bringing e-governance in administrative, financial and other services. It has also enhanced the use of technology in teaching-learning. The e-governance policy facilitates the IT policy of the institution. The college administration is made paperless in order to give a hassle-free, convenient, and smooth process.

The college prioritise to adopt paperless administration as a green initiative. To ensure green and clean campus, as one of the components of the college, it adopts e-governance in all its management and administrative activities. All stakeholders are oriented and encouraged to practice e-governance. This policy shall apply to the administration, Finance & Account, Student admission, Examination and many such sections of the institute. Having an e- governance system will aid in the integration of all of the institution's stakeholders as well as the automation of many functions. It will also add a layer of transparency to the process. The college management team recognizes the importance of having an e-governance system in place to coordinate the college's administration as it grows into a well-known institution of higher learning. It will aid in the integration of all of the institution's stakeholders as well as the automation of many functions.

The policy is designed and framed to make each and every function transparent and accountable. The website will act as an information center which will reflect about the college, all its activities, important notices, courses offered, etc. For this purpose, a separate service provider/web designer will be appointed by the college. Training will be given to the administrative and teaching staff to make important updates on the website. A Website Committee to be formed for the administration of the college website. The Committee will look after the process of updating, maintaining and working of the website on a regular basis. The Committee will also look for other changes that are required on the website. The College strives to showcase its vibrant self and activeness through its website. All the important notifications have to go

live on the website as and when they are released.

Scope

Scope of the policy extends to the following areas.

- Administration
- Student admission
- Library Services
- Account and Finance
- ICT Infrastructure
- Examination

Objectives

- To provide ICT facilities to students and faculty.
- To provide quick and easy access to the information.
- To provide transparency in all functions of the college.
- To create paperless work in the institution.
- To make campus Wi-Fi enabled.
- To establish fully automated process of administration, finance, student support such as admission, library and examination.


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Implementation of e-governance in areas of operation

Administration

The college has decided to implement e-governance in all areas of operation which includes administration, student admission, feedback, library services, finance and accounts, teaching-learning and evaluation process, support service centers etc.

The policy is framed to make each and every function of college is transparent at accountable.

Finance and Accounts

Administrative staff use advanced excel and file management system tools to maintain effective database.

Professional trainings are provided with adequate information with new technologies.

College website as a source of information

The college website is the key point for information to the stakeholders reflecting the functioning of the institution. The website is providing all information about IQAC, departmental activities, important notices, courses offered, admissions. circulars, support services and upcoming events. The college has website maintenance committee to maintain and update the website regularly. The college always seeks to showcase its remarkable achievements and activities through the website.

Student Admissions

The institution has offline and online procedure admission portal is made available on college website for transparent admission process. It is strengthened by ethical practices and regulations of it is in accordance with Sant Gadge Baba Amravati University, Amravati. The guidelines for admission process are to be displayed on the website including schedule of admission, counselling sessions, etc.

Examination

The college uses online portal for examination provided by Sant Gadge Baba Amravati University, Amravati. The university examination forms are uploaded on university web portal. The students can seek their examination hall tickets as well as result from the online portal. All the examination related services and issues are addressed through the online examination portal maintained by the affiliating Sant Gadge Baba Amravati University, Amravati. The examination process is regulated by the university and thus e-governance policy of the affiliating university is accepted in this regard.

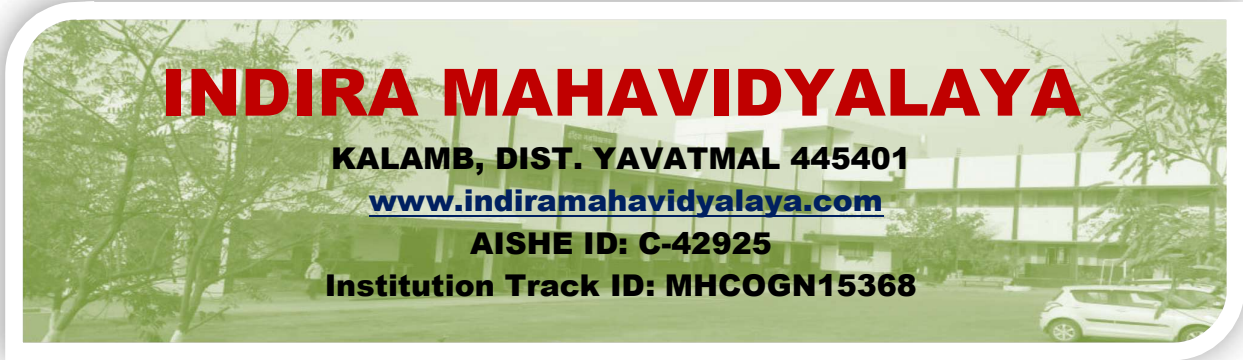
Hardware and Software Infrastructure

- The college persists for adequate number of computers and internet facility for staff and students.
- computers and printers are available for staff.
- Multimedia devices and projectors to be provided in classrooms, laboratories, seminar hall etc.

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Annual Report of E-Governance approved by the Governing Council

2022-23

Indira Mahavidyalaya Kalamb has implemented e-governance for sharing information and to manage human resource efficiently with transparency clarity in different functionalities of the instructions pertaining to admission, administration, Examinations, Library, Finance and accounting, Communication and provides various service facilities In this direction a few venders/service providers of ERP software are called for demo and quotations were received and as per the suggestion and decision taken by member of management. deployed and put in to the appropriate use, required training has been given for teaching and non-teaching fraternity of the college with a view to get the optimal benefits from the software and strangle connect with stake holders. Mobile Apps for Android & iPhone, SMS and Notification feature has been put in to maximum use to stay connected with parents, students and staff for the purpose of intimating absentees, academic performance, holidays and other required information.

The management decided to implement the e-governance I following areas

1. The college continued use of Koha Software for Library purpose.
2. The college uses Public Finance Management System (PFMS) to accept the funds from the government agencies.
3. The college publish brochure on college website for all stakeholders.
4. The college has added more E-resources for the benefit for the teachers and students.
5. Examination process is conducted as per the e-governance policy and guidelines of Sant Gadge Baba Amravati University, Amravati.

Approved by the governing council


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2021-22

Indira Mahavidyalaya Kalamb has implemented e-governance for sharing information and to manage human resource efficiently with transparency clarity in different functionalities of the instructions pertaining to admission, administration, Examinations, Library, Finance and accounting, Communication and provides various service facilities In this direction a few venders/service providers of ERP software are called for demo and quotations were received and as per the suggestion and decision taken by member of management. deployed and put in to the appropriate use, required training has been given for teaching and non-teaching fraternity of the college with a view to get the optimal benefits from the software and strangle connect with stake holders. Mobile Apps for Android & iPhone, SMS and Notification feature has been put in to maximum use to stay connected with parents, students and staff for the purpose of intimating absentees, academic performance, holidays and other required information.

The management decided to implement the e-governance I following areas

1. Library E-Resource was used to access the required e-books and e journals through N-LIST
2. The college has added more e-learning resources for the benefit of the teachers and students.
3. The college subscribes to new journals and books as per the recommendation of the teachers and the students.
3. The college has upgraded its internet connectivity to meet the requirement of e-governance.
5. College published the Kadambini an annual magazine on college website for all stakeholders.
6. Examination process is conducted as per the e-governance policy and guidelines of Sant Gadge Baba Amravati University, Amravati.

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2020-21

Indira Mahavidyalaya Kalamb has implemented e-governance for sharing information and to manage human resource efficiently with transparency clarity in different functionalities of the instructions pertaining to admission, administration, Examinations, Library, Finance and accounting, Communication and provides various service facilities In this direction a few venders/service providers of ERP software are called for demo and quotations were received and as per the suggestion and decision taken by member of management. deployed and put in to the appropriate use, required training has been given for teaching and non-teaching fraternity of the college with a view to get the optimal benefits from the software and strangle connect with stake holders. Mobile Apps for Android & iPhone, SMS and Notification feature has been put in to maximum use to stay connected with parents, students and staff for the purpose of intimating absentees, academic performance, holidays and other required information.

The management decided to implement the e-governance I following areas

1. The college publish brochure on college website for all stakeholders.
2. The college has added more E-resources for the benefit for the teachers and students.
3. The college subscribes to new journals and books as per the recommendation of the teachers and the students.
4. College published the Kadambini an annual magazine on college website for all stakeholders.
5. Examination process is conducted as per the e-governance policy and guidelines of Sant Gadge Baba Amravati University, Amravati.

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2019-20

Indira Mahavidyalaya Kalamb has implemented e-governance for sharing information and to manage human resource efficiently with transparency clarity in different functionalities of the instructions pertaining to admission, administration, Examinations, Library, Finance and accounting, Communication and provides various service facilities In this direction a few vendors/service providers of ERP software are called for demo and quotations were received and as per the suggestion and decision taken by member of management. deployed and put in to the appropriate use, required training has been given for teaching and non-teaching fraternity of the college with a view to get the optimal benefits from the software and strangle connect with stake holders. Mobile Apps for Android & iPhone, SMS and Notification feature has been put in to maximum use to stay connected with parents, students and staff for the purpose of intimating absentees, academic performance, holidays and other required information.

The management decided to implement the e-governance I following areas

1. Google meet and Zoom applications were used to conduct online classes.
2. Computers has been introduced for smooth coordination Administration, Students Admission and Examination.
3. The college has added more E-resources for the benefit for the teachers and students.
4. College published the Kadambini an annual magazine on college website for all stakeholders.
5. Examination process is conducted as per the e-governance policy and guidelines of Sant Gadge Baba Amravati University, Amravati.

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Annual Report of E-Governance approved by the Governing Council

2018-19

Indira Mahavidyalaya Kalamb has implemented e-governance for sharing information and to manage human resource efficiently with transparency clarity in different functionalities of the instructions pertaining to admission, administration, Examinations, Library, Finance and accounting, Communication and provides various service facilities. In this direction a few vendors/service providers of ERP software are called for demo and quotations were received and as per the suggestion and decision taken by member of management. deployed and put in to the appropriate use, required training has been given for teaching and non-teaching fraternity of the college with a view to get the optimal benefits from the software and strangle connect with stake holders. Mobile Apps for Android & iPhone, SMS and Notification feature has been put in to maximum use to stay connected with parents, students and staff for the purpose of intimating absentees, academic performance, holidays and other required information.

The management decided to implement the e-governance I following areas

1. The library has adopted N-LIST for e-resources.
2. Computers has been introduced for smooth coordination Administration, Students Admission and Examination.
3. The college has added more E-resources for the benefit for the teachers and students.
4. College published the Kadambini an annual magazine on college website for all stakeholders.
5. Examination process is conducted as per the e-governance policy and guidelines of Sant Gadge Baba Amravati University, Amravati.

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