Arts and Commerce College, Mayani (Dist. Satara)

DVV Documents

Criteria 6

Governance, Leadership and Management

6.2.2

6.2.2 Institution implements e-governance in itsoperations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Annual e-governance report approved by Governing Council

e-Governance

(REPORT: 2021-22)

e-Governance in the institution allows use of ICT with an aim to improve internal communication and to promote transparency and accountability and to reduce the operational cost and save time. The operational e-Governance helps in various functions in an integrated manner in the areas of Academics, Administration, Finance & Accounts, Library and others. In the year 2021-22, an amount of Rs. 29,000/- has been spent for annual maintenance of software.

(1) Academics and Administration:

There is an availability of 100Mbps Broadband connection with Wi-Fi connectivity in the campus. The 'Biyani Technology Software' has been subscribed for office automation and the Library has subscribed SOUL 3.0 Software.

- The Student Admissions, monetary transactions (Receipts and Payments) and retrieving of data is being done using the above mentioned softwares.
- The academic sessions were conducted online and offline, simultaneously in the pandemic situation, for all UG classes (theory and practical) using Zoom Meetings, Google Meet and Google Classroom Platform.
- Student's portal facilitated the submission of Admission Forms, Data Circulation, issuance of different Certificates and generating various reposts etc.
- WhatsApp Group has been operationalized for dissemination of information and communication under mentor-mentee.

(2) Finance and Accounts:

There is 'Biyani Software' subscribed for office automation. It helps automation of student admission procedures and maintenance of student profiles, general administration, Finance and Accounts, etc. e-cashbooks, generates receipts and different financial reports. The administrative office maintains the reports and books of accounts generated from the 'Office Automation Software' for auditing procedure.

(3) Library:

To address different serveries and issues, and to serve its users better, the library has internally evolved a system by leveraging smart technology that assured, ensured and generates library resources and a user-friendly online service from anywhere and anytime, a system that compliments, supplements and strengths the existing offline service resulting to optimizations of library services. It has subscribed SOUL 3.0 Software. The Library Web Portal, its Android App, QR Codes used to access the library e-Resources and online services. The users can reach and get access to the specific information resources and service in a very short time with the help of the above interfaces.
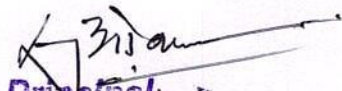
(4) Examinations:

The Examination Department of the college is equipped with ICT tools necessary for conduct of examination related activities. The e-Governance in university examinations is observed with the University Software. The College examination (Part I & II) is conducted with the help Biyani Software designed and developed by Biyani Technology, Kolhapur.

The examination related activities include:

- Generation of Examination forms and Hall tickets
- Queston Papers through Secured Remote Paper Delivery (SRPD) System.
- Results, Revaluation through online mechanism.

(5) Others:

- Circulation of Meeting Agendas through WhatsApp Group.
- Conducting meeting using Google Meet/Zoom Meeting Platform.
- Disseminating important notices and announcements using institutional website.
- Online mode of Feedback forms and Grievance Redressal System.

Principal
Arts and Commerce College
Mayani, Tal- Khatav Dist. Satara.