Nutan Vidya Mandir Education Society's
LATE SOW. KAMALTAI JAMKAR MAHILA MAHAVIDYALAYA,
PARBHANI – 431 401 (M. S.) INDIA
(B.A., B.Com. B.C.A., B. Voc. (F.T.), M.Sc. (CS), M. A. (Music), M. Voc. (F.T.), & M. Com.

Re-accredited by NAAC 'B++' Grade with CGPA 2.92   ISO 9001:2015

| Shri. Hemantrao Jamkar | Adv. Kiran Subhedar | Shri. Vijayrao Jamkar | Dr. Vasant K. Bhosle |
| President | Vice-President | Secretary | Principal |

4th Cycle Self Study Report
Criterion VI
E-Governance Policy

1. Late Sow. Kamaltai Jamkar Mahila Mahavidyalaya, Parbhani will ensure that it adopts e-governance in most of the aspects of functioning like academic, administrative, finance, library and other support services. All the stakeholder oriented and encouraged to adopt e- governance. The scope of the policy is as follows-

   Scope

   - Academic
   - Administration
   - Finance and Accounts
   - Student Admission and Support
   - Examinations
   - Library

2. **Objectives**

1. To discuss various issues regarding demands of academic and infrastructural facilities

2. To try to create paperless environment in the institution

3. To create transparency in all functioning of the college

4. To provide easy and quick access to information through dynamic website

5. To make college campus Wi- Fi enabled and upgrade ICT facilities and internet connectivity.

6. To discuss about maintenance and upgradation of IT facilities

7. To undertake automation of the library

8. Functioning of the institution for e-governance is as follows-

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9. Use of ICT techniques for teaching faculty for effective teaching.

10. Classrooms equipped with ICT enabled infrastructure. Use of platforms like ZOOM, Google meet, etc. for online teaching – learning purpose. Group SMS facility to send notices, WhatsApp groups of students with teacher as Admin for sending messages, video links, pdf notes etc.

11. Training to teachers to use platforms like google form for conducting assignments, tests, feedbacks etc.

12. Provided access of syllabus to students from website

13. The institution adopts IUMS of affiliating University and CMS. Admission process is completed through this two software. After admission, eligibility forms are generated, filled and submitted to university. For Preparation of income and expenditure budget, maintenance of cashbook, ledger etc. used ERP Tally software.

14. To develop and implement computerized systems for the appropriate gathering, archiving, and upkeep of pertinent student, faculty, test, result, and scholarship data in the necessary forms.

15. Online payment will be used to collect student fees.

16. Marks of the Skill Enhancement Course (SEC), External Marks, and Continuous Internal Evaluation (CIE) must be processed online.

17. Results is made available online

18. OPAC system is made available for search of books in the library

19. The website is fully used as a crucial information source for all parties involved, and crucial messages and circular notices are posted there to guarantee that the underprivileged can access information at any time and from any location.

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20. Use of biometric machines to record attendance of faculty, non-teaching staff

21. Display of advertisement, admission schedule, display of rules and regulations

of college and university, etc.