

### Annual Report on e- governance (Academic year 2018-19)

The good governance is necessary to improve the administrative efficiency and services in all aspect of institute. This is the solution that changed the way of administration and make the education system user friendly, time saving & cost saving. e-governance facilitates the processing and maintenance of large volume of information like attendance, salary, library, expenses, admission, finance etc.

During the year 2018-19 the College implemented e-Governance in following areas-

➤ **Administration: -**

Transparent strategy for the admission process followed by the college. The admission procedure strengthened by the using the online software provided by Maharashtra knowledge Corporation Limited (Promoted by the Department of Higher and Technical Education, Maharashtra State) and regulation of Kavayitri Bahinabai Chaudhari, North Maharashtra University, Jalgaon.

➤ **Examination: -**

The College has adopted online System for examination, which is regulated by University, thus the e-governance policy of the University to be adopted in this regard.

➤ **Library: -**

College continues to add more e-learning resources and subscribed new magazines, journals. Library has developed own website.

➤ **Website: -**

The website is an information centre of the college, which is necessary to updates regularly. The Goldline Software, Jalgaon has as a service provider to make important updating the website on regular basis.



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महाविद्यालय, जळगाव

नेक मानांकन श्रेणी 'ब'

कवयित्रीबहिणाबाईचौधरीउत्तरमहाराष्ट्रविद्यापीठ  
जळगावसंलग्न

डॉ. राजेंद्र भा. वाघुळदे, प्राचार्य

संदर्भ/Ref:SMCCJ/



Dhanaji Nana ChaudhariVidyaPrabodhiniSanchalit  
SHIRISH MADHUKARRAO CHAUDHARI  
COLLEGE, JALGAON

NAAC Accredited Grade 'B'

Affiliated to KavayitriBahinabaiChaudhari North  
Maharashtra University, Jalgaon

Dr. Rajendra B. Waghulade, Principal

दिनांक/Date ://

➤ **Software: -**

The College has maintained adequate software infrastructure and also maintain adequate Configuration. The college has renewed the window software and purchased software of Rs. 345628/ from Computer Beam, Jalgaon. During the academic year 2020-21 total expenses for software was Rs. 804493.



  
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(Academic year 2019-20)

Implementation of e-governance in all functioning of the college promote transparency and accountability in the working of the College. During the 2019-20 the College has implement e-governance in the following areas.

➤ **Student admission: -**

An open strategy for admission followed by the College. The prospects displayed on the website and published the guidelines for admission. An admission portal used to manage the admissions in the college. The Maharashtra Knowledge Corporation Limited (MKCL) provided online software on self of University for admission process.

➤ **Account: -**

The office has maintained the accounts on Tally software. This help the Staff to maintain financial records effectively and efficiently.

➤ **Library: -**

The College continuous to maintain its academic excellence through maintaining well-stocked library. The College add e-learning resources form e-books & e-journals.

➤ **Examination: -**

Online system for examination form fill up procedure has adopted by the college. Marks of internal assessment also submitted through portal. The e-governance policy of University adopted by college.

➤ **Website: -**

The service provider Goldline software, Jalgaon updating and maintaining the website. During this Rs. 2750, spent for website updating.

➤ **ICT Tools: -**

The infrastructure completed by networking devices and adequate IT facilities made available in the administrative office.



### Annual Report on e-governance (Academic year 2020-21)

Implementation of e-governance is required to enhance good, governance in the institute. Good governance characterized by participation, transparency and accountability. The benefits of e-governance are faster access to Service and lower costs for administrative Services. The College has implemented e-governance policy during the Year 2020-21 in the following area.

➤ **Administration: -**

Administrative office used advanced excel and file management system tools to maintain effective database. Administration of the college to be made paperless. We are providing maximum online services to the students.

➤ **Website: -**

The website is an information center of the college, which is necessary to updates regularly. For this Goldline Software, Jalgaon has as a service provider and to make important updates on the website.

➤ **Account: -**

An office continues to maintain its account Tally software. This was a latest version of the software. Financial statements like profit and loss account and balance sheet generated through Tally. Training to existing staff and updating of the software done regularly. The multiple software like public finance management system is also used to manage the calculation of salary' provident fund and allowances etc.

➤ **Library: -**

The college continued with e-learning resources of N-list. Teachers has also applied to get books of different authors for the subject they are teaching. The unicode support is also available in the library





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➤ **Software: -**

The College has maintained adequate software infrastructure and also maintain adequate Configuration. The college has renewed the Master soft ERP software Rs. 46443 and Rs. 38283. During the academic year 2020-21 total expenses for software was Rs. 113803.

➤ **Hardware: -**

The College has ensured adequate hardware infrastructure. Computer, printer and desktops etc are available to learners and also in the administrative staff.



  
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### Annual Report on e-governance (Academic Year 2021-2022)

The e-governance increase the efficiency of the various departments and reduces duplication. This leads to significant reduction of transaction cost, time, space and also manpower. Today IT has become integral part of life and it is time to apply the e-governance policy for the betterment of the institute.

In the year 2021-22, the College has adopted e-governance policy in the following areas: -

➤ **Administration: -**

The e-governance policy provided a hassle free, convenient and smooth process of administration in the college. Advance excel and file management system maintain effective database in the office.

➤ **Admission: -**

Students admission completed through online portal which is provided by MKCL. Number of students applying to each course, fee payment, fees withdrawal eligibility etc. managed through portal. Students are required to submit online admission form and complete the procedure.

➤ **Examination: -**

The students have to submit their examination form through online mode. Hall tickets, summary of students etc. also generated through portal. All the functions related with examination completed through portal.

➤ **Website: -**

A separate service provider important updates on the college website. Training has given to staff member to make important updates on website. The college has developed separate library portal on the website.



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➤ **Software: -**

The College has Spent Rs. 9204 for digital platform for online teaching learning paid license fees to Zoom.

➤ **Account: -**

The office has maintained the accounts on Tally Latest versions of the software purchased by the College. Rs.4248 was spent on tally software. This help the staff to maintain financial records effectively and efficiently.

➤ **Library: -**

The college continuous to maintain its academic excellence through maintaining well-stocked library. The College, add e-learning resources and subscribed Rs.5900 towards N-list for e-books & e-journals.



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### Annual report on e-governance (The academic year 2022-23)

Considering the impact of IT in every discipline the college has adopted e-governance policy in different aspects of institute. The e-governance reduced the Students harassment. Online mode of every working is become almost immediate. In the year 2022-23 the College implemented e-governance to following important areas of the institute.

➤ **Admission: -**

The entire admission process has been completed on portal. The students submit their online application form for taking admission and for this purpose online software used by college which is provided by Maharashtra Knowledge Corporation Limited.

➤ **Account: -**

The office continuous to maintain its account on Tally latest version of Software used by the college to prepare and maintain the financial records effectively and efficiently. All the financial statements and reports generated through Tally. All the payments are generally made and received through online mode such as RTGS, Net Banking, NEFT etc.

➤ **Library: -**

The College continuous to maintain its academic excellence through maintaining well-stocked library. The College, add e-learning resources and subscribed Rs.5900/- towards N-list for e-books & e-journals.

➤ **Website: -**

A separate service provider appointed by the college to make important updates on the website. Training has given to staff member to make important updates on website. The college has developed separate library portal on the website.





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➤ **Examination: -**

The examination process regulated by the university and thus e-governance policy of the university adopted by the college. All examination process completed on portal, marks of the internal assessment and first year degree level Semester marks are submitted through portal.

➤ **Software: -**

The college has purchased Antivirus software of Rs. 11100 during the year.

➤ **Library: -**

The college has subscribed to N-list for e-learning resources and spent Rs. 5,900 which are benefited for students and staff.



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### e-Governance Policy

The effective e-governance needs to be, effectively deals with new challenges of system. e-governance facilities in improving transparency, providing speedy information, improving administrative efficiency etc. e-governance is accountable and transparent for the smooth functioning of the College. The vision of e-governance is to transform service through the use of IT and Multimedia.

➤ **Purpose: -**

The purpose of implementing e-governance recent advances in ICT provide opportunities for participation, transparency and accountability which improved efficiency, increase in transparency and accountability in administration of the college.

➤ **Scope: -**

The scope of e-governance extends to the following are

- General Administration
- Students Admission
- Examination.
- Account and finance
- Library
- Reading Room
- ICT infrastructure

➤ **Policy: -**

e-governance will be implemented in all aspect of functioning of the college. Our attempt will to make each and every function of the college should be transparent and accountable.





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➤ **The area of e-governance: -**

➤ **Administrative: -**

Administrative office should use advance Excel and file management system to maintain effective database. Services to student will be provided through online mode. Administrative staff to be provided with adequate training to keep update with new technology.

➤ **Admission: -**

An admission portal to be used to manage the admission in the college. The admission procedure to be managed through this portal. The college displayed the guideline for the admission process on website and notice board. Online software to be used for online application of an admissions.

➤ **Accounts: -**

The college maintains its account on Tally software. Latest versions of the software to be purchased and used by the college. This Software helps to prepare and maintain the financial record effectively. Updating of software and training to the staff must be done regularly. payroll and calculation of Salary generating salary slip, transfer the salary to bank account, payment made and received etc. managed through software.

➤ **Examination: -**

The examination process is regulated by university and therefore e-governance policy of the university to be adopted in governance this regard. Students fill up their examination form online. Internal assessment mark at the end of each semester to be submitted to University through online mode. Paper evaluation is done by on screen evaluation process

➤ **Library: -**

The College will provide e-learning resources for the benefit of the teachers and students. Subscribe to new journals and books regularly and also subscribe e-resources. The library to be install fully automated Lib. Man software. The OPAC module be used for library database. The reading room facility are providing to all students.



पत्ता : गट नं. ७८/५, शंकरराव नगर, तळेले कॉलनी जवळ,  
जुना खेडी रोड, जळगाव (महा.), ४२५००१

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➤ **Website: -**

This is the digital information center of the college. All the activities, courses, programs, reports, achievement etc. will be displayed on website. A service provider to make important updating the website on regular basis.

➤ **Hardware: -**

The hardware infrastructure to be made available to support the administrative work as and when required. The college to ensure that it has adequate number of desktops for students and staff. projectors and other ICT tools to be provided in the classroom for effective reaching-learnings.

➤ **Software: -**

The College to provide access to all standard statistical and scientific type setting packages. Office automation for desktops like MS office and antivirus to be purchased and updated regularly. The college maintain adequate configuration to allow fast transmission of data.

➤ **Responsibilities: -**

Responsibility to be execute good governance is solely rest with principal and college management. The office head clerk will responsible for office e-governance and librarian be responsible for e-governance in library work. The purchase committee will be responsible for provide adequate hardware and software for the College.



  
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