



Vidya Bharati Shaikshanik Mandal, Amravati's
VIDYA BHARATI MAHAVIDYALAYA, AMRAVATI.

C.K. Naidu Road, Camp, Amravati - 444 602. (M.S.) India

Re-accredited "A" by NAAC (CGPA 3.26-II Cycle) • CPE status by UGC - Thrive,
'Lead College' by S.G.B. A University, Amravati, Mentor College Under Paramarsh Scheme of UGC

☎ 0721-2662740, Fax No. 0721-2552012 | Website : <http://www.vbmv.org> | Email : principal@vbmv.org, vm126@sgbau.ac.in

President

Mr. R.D. Shekhawat

☎ : 2662866, 2662783 (R)

Founder President

Dr. D.R. Shekhawat

☎ : 2662866, 2662783 (R)

Principal

Dr. Pradnya Yenkar

☎ : 2662740 (O), 2664013 (R)

Ref. No. : *VBMV/ST/2018-19*

Date : *10/07/2019*

Policy Document

On

E-GOVERNANCE

A remarkable growth in the higher education sector had made the administration of higher education institutions intricate. The integration of ICT helps to reduce the intricacy and enhance the overall administration of higher education. Electronic Governance (e-Governance) is the use of Information and Communication Technologies (ICT) for the planning, implementation, and monitoring of government programs, projects, and activities.

Object:

1. Implementation of E-governance in various functioning of the institution.
2. Achieving efficiency in our functioning.
3. Promoting transparency and accountability.
4. Achieving paperless administration of the institution.
5. Facilitating online internal and external communication between various entities of the institution.
6. Providing easy access to information.
7. Making the institution visible globally.

Policy:

1. In order to provide simpler and efficient system of governance within the institution, it is decided to adopt and implement e-governance in maximum activities of our functioning.
2. The institution has already started with e-governance in some aspects of functioning like library, accounts, etc. But, now we have resolved to implement e-governance in many more areas and with this aim in view we have drafted this policy framework.

E-governance in following areas: For convenience purposes, the policy is divided into various areas of operation. These areas of operation are illustrative and the society reserves the right to implement e-governance even in the areas not enlisted herewith.

1. **Website:** The website of the college needs to revamp taking into account the new changes. The website should act as a mirror of the college activities and information about all activities, important notices, etc. should be made easily available to the outsiders. For this purpose, a separate service provider/web designer can be appointed by the Principal of the College. Alongwith it, training should be given to the existing staff and persons should be identified who will undertake the responsibility of website administration and up-dation at the college level.
2. **Student Admission:** The College has decided to process all admissions in online mode. This will cover admissions to all courses whether graduate, post graduate, Ph.D., diploma. The Principal is given the authority to take appropriate decisions and identify the persons responsible for implementation of this aspect of the policy.
3. **Accounts:** For ease of maintaining accounts, the college is already using Tally software. But, with new accounting methods and compliances, it has become necessary to procure other software as well. Accordingly, requirements should be assessed by the Secretary by discussion with accountant and other accounts staff and accordingly new software may be purchased. Appropriate security measures should be taken for maintaining

confidentiality of the transactions. Training to the existing staff and updation of the existing software must be done on timely basis.

4. **Library:** We have the privilege of having one of the best library in the region. To continue with this legacy, we need to add more and more e-learning resources for the benefit of the teachers and students. Library is presently using LIBMAN and LIBSYS software for its internal working. It needs to update timely. Similarly newer e-learning resources like journals, etc should be identified and subscribed taking into account the recommendations of the library advisory committee. Recommendations of the teachers and students also need to taken into account while subscribing to these resources. Appropriate training to the staff and the students for using the e-learning resources should be provided.
5. **Administration:** To provide a hassle free, convenient and cheap process, maximum of the administration of the College should be handled with ICT based technology. Facilities should be provided for online leave management of employees, e copy of salary certificates, internal communication between the employees etc. Students also must be able to obtain maximum services like transfer certificates, bonafide certificates, etc. in online mode.
6. **Examination:** As per the directions of the University, it is mandatory to handle examination in online manner. Filling of examination forms, revaluation forms, photocopy forms, obtaining hall tickets, receiving of examination papers, uploading of marks, etc. everything has to be done in online manner. Utmost secrecy and confidentiality needs to be maintained while handling examinations and work needs to be done with utmost care and caution. College Examination Officer needs to supervise the entire process of examination under the guidance of the Principal of the college.



Penkar
PRINCIPAL
VIDYA BHARATI MAHABIDYALAYA
AMRAYATI



Vidya Bharati Shaikshanik Mandal, Amravati's
VIDYA BHARATI MAHAVIDYALAYA, AMRAVATI.

C.K. Naidu Road, Camp, Amravati - 444 602. (M.S.) India

Re-accredited "A" by NAAC (CGPA 3.26-II Cycle) . CPE status by UGC - Thrice,
'Lead College' by S.G.B. A University, Amravati, Mentor College Under Paramarsh Scheme of UGC

☎ 0721-2662740, Fax No. 0721-2552012 | Website : <http://www.vbmv.org> | Email : principal@vbmv.org, vm126@sgbau.ac.in

President

Mr. R.D. Shekhawat

☎ : 2662866, 2662783 (R)

Founder President

Dr. D.R. Shekhawat

☎ : 2662866, 2662783 (R)

Principal

Dr. Pradnya Yenkar

☎ : 2662740 (O), 2664013 (R)

Ref. No. *VBMV/SG/2019*

Date : *03/06/2019*

E-Governance and Digital Campus Development Status

Vidya Bharati Mahavidyalaya, Amravati had resolved to implement E-governance system step by step for overall administration at the college run by VBSM which began with letter correspondence through email and institutional operations via online. All essential infrastructures had been created at the college by the Education Society. The service provider for this purpose is Master Soft, Nagpur.

During the course of time, the progress work of e-governance and digital development is as follows:

Sr No	Particulars of E-governance	Implemented Since
1	Web Portal of VBMV for communication with the stakeholders	2008
2	Biometric Attendance System	2015
3	Online admission process for all the programmes	2017
4	Online Feedback Mechanism	2016
5	Online Application Process for recruitment of the staff	
6	Use of e-resources for teaching and learning	2015
7	Online Library resources	2004
8	Tally Financial Accounting System	2014
9	Online procedure for availing scholarships and free ships	2012
10	Correspondence with JD Office, University, UGC and AICTE and NAAC	2013
11	Dedicated Lease line for Internet Connectivity	2018



Penkar
PRINCIPAL
VIDYA BHARATI MAHAVIDYALAYA
AMRAVATI



Vidya Bharati Shaikshanik Mandal, Amravati's

VIDYA BHARATI MAHAVIDYALAYA, AMRAVATI.

C.K. Naidu Road, Camp, Amravati - 444 602. (M.S.) India

Re-accredited "A" by NAAC (CGPA 3.26-II Cycle) * CPE status by UGC - Thrice,
'Lead College' by S.G.B. A University, Amravati, Mentor College Under Paramarsh Scheme of UGC

☎ 0721-2662740, Fax No. 0721-2552012 | Website : <http://www.vbmv.org> | Email : principal@vbmv.org, vm126@sgbau.ac.in

President

Mr. R.D. Shekhawat

☎ : 2662866, 2662783 (R)

Founder President

Dr. D.R. Shekhawat

☎ : 2662866, 2662783 (R)

Principal

Dr. Pradnya Yenkar

☎ : 2662740 (O), 2664013 (R)

Ref. No. :

Date :

E-GOVERNANCE REPORT

Vidya Bharati Mahavidyalaya Amravati

E-governance is a buzzing term which now finds ample relevance in any organization's dictionary. E-governance in educational sector facilitate the processing and maintenance of information, improves transparency in administration and provides faster information dissemination. It's applications needs a centralized approach in document storage and retrieval. An efficient push and pull of information can be facilitated using a proper Management Information System (MIS) which can be customized and built according to an institutions need. As we gear up for a NAAC visit after a tenure of 7 years, the current e- infrastructure of the college need to be strengthened in terms of hardware and application softwares.

To begin with, the new working committee was constituted for the purpose: an e-governance committee i.e. MIS Committee. The committee made a study of the requirements in e-governance for various certifications like NAAC, NIRF, DBT, ISO, etc.

The MIS committee prepared a structure for creating a central database through **Mastersoft** for facilitating full automated MIS. The structure includes the following: Advanced Faculty Profile, Student Support, Student Activities, Department Profile.

The e-infrastructure in the college includes the following:

- I. Mastersoft Module 1: Salary
- II. Mastersoft Module 2: Database, Admission and other administrative aspects

- III. LYBSIS : Library database
- IV. College Website

The Committee identified the potential for e-governance in areas like Planning and Development, Administration, Examination Management System (EMS), Finance and Accounts, Student admission and support. A brief report is presented below:

1. The most indispensable element in the implementation of E-governance in any scenario rests on an unlimited and unrestrained internet connectivity. In Vidya Bharati Mahavidyalaya Amravati, the major form of connectivity is achieved via a LAN connection, with a 100 MBPS capacity. Nonetheless the college has been over-reliant on this connectivity with around 400 systems at present. Yet another form of connectivity in the campus derives from Wi-Fi and the college is yet to provide unlimited connectivity.
2. Regarding Student admission and support, the college has made a great leap in the implementation of E-Governance with a full automation of student admission procedures and maintenance of an exhaustive student profile.
3. With respect to examination, full automation of EMS has not been attained. However, segments like attendance evaluation, assignment allocation and its evaluation, conduct of online MCQ examinations, procedure for valuation for end semester examination and result publication has been fully automated.
4. In case of Personal, Pedagogical and Administrative Support for teachers, attempts have been limited to the creation of an advanced profile for faculties. There is still scope for further improvement by the inclusion of an activity log, notification broadcasting system, etc.



A handwritten signature in blue ink, appearing to read "Pankaj".

Principal

Vidya Bharati Mahavidyalaya

Amravati

**VIDYA BHARATI MAHAVIDYALAYA
AMRAVATI**