



Rashtra Vikas Shikshan Sanshtha, Khapa's
Late Dr. HARIBHAU ADMANE
ARTS & COMMERCE COLLEGE
SAONER, DIST. NAGPUR

E-mail : haribhauadmanecollege@gmail.com

(Off.) 07113-232227

Ref: NAAC 2024/MLD/Cr-6.2.2

Date-29/07/2024

Criteria 6.2.2	<i>Institution implements e-governance in its operations</i> <ol style="list-style-type: none">AdministrationFinance and AccountsStudent Admission and SupportExamination
Findings of DVV	Kindly provide audited financial statements include institutional spending reports for e-governance leaders, links to the ERP system with screenshots of module interfaces showing the institution's name, an annual e-governance report approved by the Governing Council, and a policy document on e-governance. In case if documents are in regional language please provide translated copy in English. Google drive links are not accepted.
Response/ Clarification	As per clarification, screenshots of software's used for administration, finance, students admission and examinations are attached (Appendix I) E-governance policy documents. (Appendix-II)




Principal
Dr. Haribhau Admane
Arts & Commerce College
Saoner Dist Nagpur

Appendix I



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Administration

The screenshot shows a web browser window with the URL `dbtworkflow.mahaonline.gov.in/CollegeScrutinyDashboard/Collegehomepage`. The page title is "Dr. Haribhau Aadmane Arts Commerce College Saoner Dist Nagpur". The user is logged in as "DH2670_Clerk". The page features the "आपले सरकार" (Aaple Sarkar) logo and the "महाDBT Scrutiny Portal" header. A navigation menu on the left includes "Home", "Scrutiny", "Reports" (with sub-items: DBT Dashboard, Student-Institute Detail Reason Report, Student Disbursement Report, Institute Disbursement Report, Benefit Component Report), and "Institute" (with sub-items: Institute Profile, Update Aadhaar Details, Reset Mobile Number). The main content area is titled "Select Department and Scheme For Scrutiny" and contains a form with the following fields: "Department Name" (Social Justice and Special Assistance ...), "Scheme Name" (Government of India Post-Matric Sch...), "Financial Year" (2023-2024), and "Select Scrutiny For" (Second Installment). A "Submit" button is located below the form. A notification at the top right states: "*All reports last updated on 10-08-2024 00:00:00". The Windows taskbar at the bottom shows the system tray with a temperature of 28°C, light rain, and the date 10-08-2024.



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Student Admission & Support

The screenshot displays the 'College Portal' web application. The browser address bar shows 'cims.mastersofterp.in/Dcr/Dcr'. The page title is 'LATE DR. HARIBHAU ADMANE ARTS & COMMERCE COLLEGE'. The user is logged in as 'SUBHASH' for the '2024-2025' session, with a working date of '10/08/2024'. The main content area is titled 'Daily Collection Register' and features several filter options:

- Report Format:** Detailed (selected), Short, Summary, Summary Tran. Wise, Date Wise Summary, Prev Session Detailed, Date Wise, Academic Session Summary, Summary Tran. Course Wise, Summary Tran. Basic Course Wise, DCR Details Demand Wise, DCR Details Fee Head Description Wise, DCR with Scholarship, DCR Details with GST, Consolidated Summary Tran. Course Wise.
- Counter:** All (selected), Selected, Particular.
- Courses:** All (selected), Selected, Basic Course.
- Receipt Status:** With Cancelled (selected), Without Cancelled.
- Feeheads:** None selected.
- Date From:** 09/08/2024.
- Date To:** 09/08/2024.
- Format Type:** 60 Heads.
- Session:** 2024-2025.

The left sidebar contains a navigation menu with items like 'Master', 'Pre Admission', 'Transaction', 'Student Reports', 'Fees Reports', 'Tally Integration', 'Setting', and 'Graphical Report'. The bottom of the page shows a Windows taskbar with various application icons and a system tray displaying the time '13:55' and date '10/08/2024'.



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Examination

The screenshot shows a web browser window displaying the Examination Section Portal. The browser address bar shows the URL: nagpur.university/CollegeRTMNU/Fmcollegedashboard. The page header includes the university name: RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY, Formerly known as Nagpur University, and the portal title: Examination Section Portal. A welcome message reads: Welcome LATE DR. HARIBHAU ADMANE ARTS & COMMERCE COLLEGE (New College No: 345) -- (Old College No: 331). A navigation menu on the left lists: Home, Update Student Mobile No., Download Mobile Details Pdf, Exam Form Summer-2023, Admit Card W22, Centre Data, and Collegewise Roll List. The main content area is titled "Format for appointment as internal supervisor for examinations" and contains several buttons: "New Enrollment/ New Admission", "Enrollment-Register", "Exam Form Summer-2023", "Examiner Data", "Enrollment-2016-17", and "Admission for Registered Student". Below these buttons, there is a section for "Examination Summer 2022 Principle/Incharge Exam Credential For Login" and an "Exam Status" table with columns "ExamNo" and "Exam". A "Logout" button is visible in the top right corner. The Windows taskbar at the bottom shows the time as 13:49 on 10/08/2024.



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Administration

Dashboard Overview:

- STUDENTS: 627
- EMPLOYEES: 13
- MALE: 379
- FEMALE: 247
- OTHER STUDENTS: 1

My To Do Details:

Date	Description	Action
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About Me:

- Counter No: 2
- Contact No: 9970878702
- Email ID: [Redacted]

Recent Activity:

- 10/08/2024-13:19:38-117.196.117.229 FEES COLLECTION-INSERT
- 10/08/2024-13:16:18-117.196.117.229 FEES COLLECTION-INSERT
- 10/08/2024-13:15:44-117.196.117.229 STUDENT ADMISSION-INSERT
- 10/08/2024-13:13:30-117.196.117.229 FEES COLLECTION-INSERT
- 10/08/2024-13:10:06-117.196.117.229 FEES COLLECTION-INSERT
- 10/08/2024-13:09:05-117.196.117.229 STUDENT ADMISSION-UPDA
- 10/08/2024-13:07:20-117.196.117.229 FEES COLLECTION-INSERT
- 10/08/2024-13:04:55-117.196.117.229 OUTSTANDING FEES COLLECTION-INSERT
- 10/08/2024-12:59:58- [Redacted]



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Account & Finance

The screenshot displays a web browser window with two tabs: 'College Portal' and 'Student Admission'. The address bar shows the URL 'cims.mastersofterp.in/StudentAdmission/Index'. The page header includes the college name 'LATE DR. HARIBHAU ADMANE ARTS & COMMERCE COLLEGE' and a user greeting 'Hello, SUBHASH' for the '2024-2025' session, with a working date of '10/08/2024' and a counter of '2'. The main content area is titled 'Student Admission' and features a 'Note : * Marked Is Mandatory !' in red. It contains two primary sections: 'Course Details' and 'Student Details'. The 'Course Details' section includes dropdown menus for 'Basic Course *', 'Course *', 'Fee Type *', and 'Student Type *', a text input for 'Standard Fee' (pre-filled with 'STANDARD FEE'), and a 'Search Student' button. The 'Student Details' section contains text input fields for 'Title *', 'Last Name/Surname *', 'First Name', 'Middle Name', 'Mother Name', 'Unicode Mother Name', 'Father Name', and 'Unicode Father Name'. A left sidebar menu lists various navigation options like 'Master', 'Pre Admission', 'Transaction', etc. The Windows taskbar at the bottom shows the system time as 13:52 on 10/08/2024.

Course Details	
Basic Course *	Please select basic course!
Course *	Please select course!
Standard Fee	STANDARD FEE
Fee Type *	Please select fee type!
Student Type *	Please select student type!
<input type="button" value="Search Student"/>	

Student Details	
Title *	Please select title!
Last Name/Surname *	ENTER LAST NAME / SURNAME
First Name	ENTER FIRST NAME
Middle Name	ENTER MIDDLE NAME
Mother Name	ENTER MOTHER'S NAME
Unicode Mother Name	ENTER UNICODE MOTHER NAME
Father Name	ENTER FATHER'S NAME
Unicode Father Name	ENTER UNICODE FATHER NAME

Appendix II



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E-GOVERNANCE POLICY

Scope:

E-governance envisages with the sole vision of enhancing the system of governance for development of the college by leveraging new and cutting-edge technologies. The broad areas of e-governance are in the area of examinations, admissions, day to day operations of departments, academics, placements management information systems and stake holder's inclusion in a staged manner. The scope of this policy broadens to the following areas:

- College Administration
- Student Admission
- Examination & Evaluation

- Library Management
- Account & Finance Section

- ICT Infrastructure
- E-waste Management

Objectives

- Implementation of E-governance in all functioning of the college to provide simpler and efficient system of governance within the college.
- To achieve and create a paperless environment in the college.
- To making green campus.
- Providing easy access to information
- To maintain the Data on a secure environment.

- Making the institution visible globally
- To provide easy and quick access to information.
- Promoting transparency and accountability in all the functions of the college.
- To make campus Wi-Fi enabled.
- To make our Classrooms ICT Enabled having Desktops, Laptops, Smart boards, Projectors, etc.
- Implementation of E-governance in various functioning of the institution
- Achieving efficiency in our functioning
- Facilitating online internal and external communication between various entities of the institution





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Policy:

1. In order to provide simpler and efficient system of governance within the college, it is decided to adopt and implement e-governance in maximum activities of our functioning.
2. Institution to embrace e-governance for the seamless access of data for better decision making at various levels of the organization.

Area of Implementation:

1. Website & social media
2. Academics & Office
3. Communication System
4. Finance & Accounts
5. Library
6. Alumni
7. Feedback
8. E-Waste Management

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 & Social Media: The website will act as an information centre which will reflect about the college, all its activities, important notices, courses offered, etc. The website should act as a mirror of the college activities and information about all activities, important notices etc. should be made easily available. Website is hosted & deployed by a third party on a secure platform.

2. Academics & Office: Admin Staff (Teaching as well as non-teaching Staff) to be provided with adequate training and development to keep them abreast with the new technology in regular intervals.

3. Communication System: Regular updates about student to be communicated with respect to Student on Fees, college updates & other academic matters by uploading notices on website and WhatsApp group made by Professors.

4. Finance & Accounts: For ease of maintaining accounts & Finance suitable Tally ERP Software package to be implemented. Reports can be generated for all Staff members. Payments are generally made and received through online mode such as NEFT, RTGS, Bank Transfers, etc.





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5. Library: The College continues to maintain its academic excellence through maintaining a well-stocked library. The College will add more and more e-learning resources for the benefit of the teachers and the students. The College should continue to subscribe to new journals and books regularly. Recommendations are taken from the teachers and students while subscribing to the e-resources. Professors can apply to get books of different authors for the subjects they are teaching to increase the knowledge database.

6. Alumni: In order to strengthen our alumni relationships, a separate alumni page to be created on the website providing facilities like registration, prominent alumni of the college, feedback and many other aspects. Alumni association to be consulted for regular updates and database management.

7. Feedback: Feedback from students, parents and alumni of our college is taken online. The students can also give feedback to our faculty members.

8. E-Waste Management: Our college ensures that usage of technology and generation of e-waste doesn't impact environment.



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