S.A.V.V.P. Samiti's

# SHRI ANNADANESHWAR ARTS, SCIENCE, COMMERCE COLLEGE AND POST-GRADUATE CENTER, NAREGAL.

Tq.: Gajendragad

Dist.: Gadag



### Criterion - 6

6.2.3: Implementation of e-governance in Administration, Finance and Accounts, Students Admission and Support, Examination







(Re-Accredited at "B" level by NAAC)

# E -Governance Policy

Electronic Governance or E-Governance can be defined as the usage of information and communication technology (ICT) by the organization to provide and facilitate required service, exchange of information, communication, transaction and integration of various standalone system and service thereby creating transparent, paperless and automated data systems.

#### **Objectives**

- 1. Implementation of E-governance in various functioning of the institution.
- 2. Achieving efficiency in the 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. To monitor all the activities of the college.
- 7. To make campus Wi-Fi enabled.
- 8. To established a fully automated Library

#### **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 resolved to implement e-governance in the areas of administration, academics, finance and examinations and with this aim we have drafted the policy.

#### Administration

• Institute has partially MIS which help in keeping track record of teaching and non-teaching staff attendance through bio-metric, salary generation through HRMS software, student's admission, etc. with the help of university and college website information used.

#### Website

• In general institute website <u>www.sac.edu.in</u> will act as an information center for all stake holders and it will reflect the activities carried out inside the college. So policy is made to disseminate all the details in website like circulars, all departmental activities, courses offered, important announcements etc.

### Library

To add more and more e-learning resources for the benefit of the teachers and student's library are presently using software for its internal working and through INFLIBNET, N-LIST, e-Journals and e-Books are accessed.

#### Examination

As per the direction of the university it is mandatory to fill examination forms online and also for obtaining hall tickets. Uploading of internal assessment marks are done in online. Entire process of examination is conducted under the guidance of Principal and examination co-ordinates of the college.

Principal







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### Annual E-Governance Report for the Year 2018 – 19

The Shri Annadaneshwar Arts, Science and Commerce College & P.G Centre, Naregal in association with IQAC has drafted policy for implementation of E-Governance in various administrative and academic activities for the year 2018 – 19.

- 1. The college has been using E-Governance facilities in the form of admission software used by the office staff since 2007 and KUD examination online portal since 2000.
- 2. Every year student admission process done through kud website software and through this software student fee receipt, uploading student information for getting scholarship etc.
- 3. Administration system like generating salary draft bill through HRMS introduced by the Department of Collegiate Education. Government of Karnataka accessing faculty attendance is done through Bio-metric solution.
- 4. The other functioning area of e-governance are: Installed a software for keeping track of student's performance, admission details, fee receipt, uploading students information for getting scholarship, etc. and also college has policy to enhance infrastructural facilities required for effective administration.
- 5. Our affiliating university and software regularly used in the college.
- 6. Notices regarding academic activities are timely updated on college website.

Principal







### Shri Annadaneshwar Arts, Science and Commerce College and P.G Centre, Naregal – 582119 (Re-Accredited at "B" level by NAAC)

# Annual E-Governance Report for the Year 2019 – 20

- 1. The college has been using E-Governance facilities in the process of admission and the
- software used.

  2. Library partially automated by implementing E-Library using software through which bar
- code, books access return system were followed

  3. Finance and accounts all permanent teaching and non-teaching staff salary draft bill were generated through HRMS introduced by the Department of Collegiate Education,
- Government of Karnataka.

  4. Important notices regarding academic activities are regularly updated on college website.

**Indianity** 







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### Annual E-Governance Report for the Year 2019 – 20

- 1. The college has been using E-Governance facilities in the process of admission and the software used.
- 2. Library partially automated by implementing E-Library using software through which bar code, books access return system were followed
- 3. Finance and accounts all permanent teaching and non-teaching staff salary draft bill were generated through HRMS introduced by the Department of Collegiate Education, Government of Karnataka.
- 4. Important notices regarding academic activities are regularly updated on college website.

**Principal** 







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# Annual E-Governance Report for the Year 2020 - 21

The college has been using E-Governance facilities for the process of admission through software like UUCMS (Unified University College Management System)

Every year the college has been done e-governed in the area of

- 1. Admission of students
- 2. Filling of examination forms
- 3. Obtaining hall tickets
- 4. Uploading of internal assessment marks

Important notice regarding major college activities are regularly updated on college website.

PRINCIPAL







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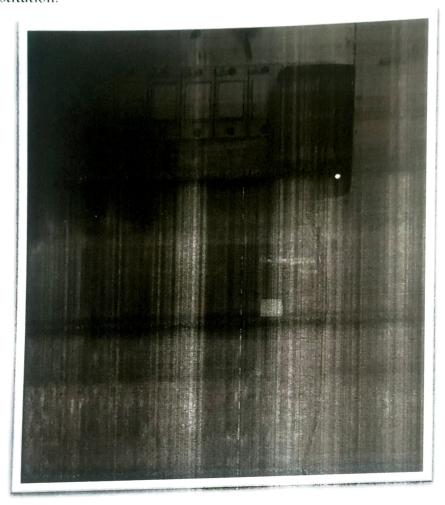
# Annual E-Governance Report for the Year 2021 – 22

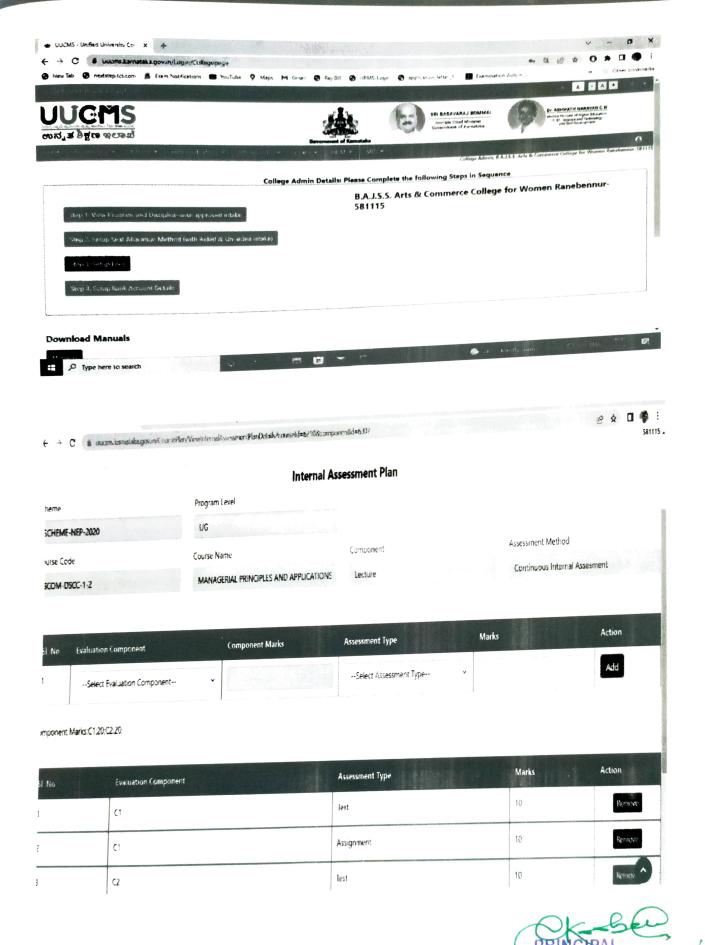
- 1. The following activities are done through software like HRMS, UUCMS, Bio-metric, and CCTV.
- 2. All students' admission, attendance, internal assessment activities are done through UUCMS and KUD website.
- 3. All faculty members, student's movement observed through CCTV.
- 4. Our affiliated university website regularly used for teaching and non-teaching staff on updated the examination and admission notification.
- 5. All important notice regarding academic activities are regularly updated on college website.

Principal

### Biometric

Master Soft's Biometric Attendance System is an advanced real-time attendance monitoring system that enables educators to accurately track the daily attendance record of employees in an educational institution.

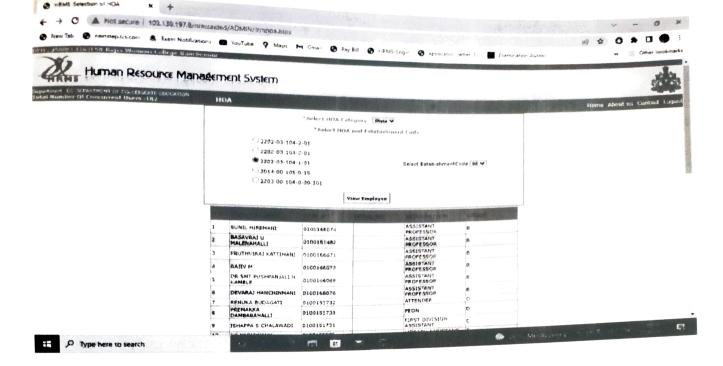






# HRMS software for Salary to Employees





### **Professional Tax payment**

