TOSHNIWAL ARTS COMMERCE & SCIENCE COLLEGE

Sengaon Dist. Hingoli -431542 (MH)

ANNUAL E-GOVERNANCE REPORT

2019-20

(Presented for Approval of Governing Council)

E-Governance is the use of information and communication technologies (ICT) in organizations to provide user services, to improve work efficiency and to promote democratic values. It is being used as a platform for efficient, transparent and timely delivery of services to all the stakeholders. In essence the purpose of e-governance is to bring transparency and efficiency in the working of an organization. This urge for transparency and efficiency is derived by the demand of ever-increasing aspirations of information age. Speedy and cheaper communication, convenience, transparency, accountability, improved customer services and increased access to information are some of the basic parameters on which the concept of e-governance relies and finds its foundation.

Toshniwal Arts, Commerce & Science College, Sengaon is always trying its best to keep pace with the recent applications of e-governance in terms of various functions being performed digitally through Information and Communication Technology. Up to this year the CMS software developed by the MasterSoft Nagpur a server-based application was used for the Admission, Examination, Finance, Fees Collection, for issuing Transfer Certificate, Bonafied etc. however as per the requirement and need of the college to keep upgraded in present techno era Server based CMS software has been replaced by cloud based newly and highly modified softaid soft campus system. In this regard the governing body provide the necessary infrastructure to college for being upgraded and cope up with the recent technologies. In this new technology we get Three types of admin mode as cloud base software for administration, smart phone

application for teacher, student and for management too, and lastly for library automation.

e-governance in Administration:

Staff Attendance is through biometric system.

- The administrative offices have been computerized and equipped with scanners, printers, internet facilities and required software.
- Campus is fully under the CCTV surveillance. The installation and maintenance of CCTV cameras are ensured time to time.
- All official communications and notices are done via emails and college website.
- The college website is updated and redesigned with the information. It is made user friendly and interactive.
- The classrooms, seminar halls are ICT enabled with LCD Projectors and screen according to the necessity.
- A dedicated WhatsApp Group has been created at institution level and also in each academic department for sharing orders, information, direction and discussion on a common platform.

e-governance in Finance and Accounting:

As a basic ingredient of e-governance concept and as per instructions of the government, e-governance for salaries of employees is launched by the state government and THE-Sevarth portal is used for the same, the salaries directly deposited into their respective bank accounts. Not only is that, the payment of scholarships and all purchasing transactions are executed necessarily cashless to maintain transparency and financial accountability in the system. Outlined below are some of the major assignments being performed digitally at college level

- Receipt of examination and admission fees print through CMS software
- Pay bill preparation & management of various scholarship schemes,
- Management of College accounts and many such functions as required.
- All purchases are monitored and run through College Purchase Committee as per the college policy.
- Most of the transactions are done on the Public Management System. The Principal is the disbursing authority.

- A Cloud base software Soft Campus is used in the administration.
- Use of the affiliated University portal for undertaking the complete admission process.
- The college has redressal system to look into the exam related grievances of the students through the dedicated college mail ID.
- The college has provided to the Department of Commerce well equipped laboratories and LCD-Projector. The Department of Physics and Electronics has also had Well Equipped laboratories with LCD-Projector. Fishery Department has digital Laboratory and LCD-Projector facility and screen. The Department of Mathematics has well equipped laboratory with software, like Matlab. The department of Geology has well equipped laboratories and LCD-Projector.
- The college library is fully automated also the library has E-Journals, N-List (INFLIBNET), e-shodganga, e-shodsindhu, E-Books. The internet facility is available in the library and the bandwidth or speed of internet is 50 mbps. The library also has institutional e-repository.
- Disclosure of admission rules/schedule on web-page,
- Verification of documents, payment of fees & other admission formalities,
- Preparation & publication of admission rolls and related statistics,
- Admission related data management through CMS Software,
- Management of different scholarship schemes for students through government portals,
- Disclosure of students-centric information/data/materials on web-site,
- Availability of internet/e-resources in library,
- Conduction of computer awareness/digital literacy programs for students.

- The University portal is used for generating admit card and carrying out the whole examination process.
- The grievances of the students during examinations are redressed using dedicated Email-Id.
- Fully computerised exam cell which conducts exams in the college.
- The Hall tickets and results obtained by the university is also maintained by the examination cell of the college.

per university, all exam papers are delivered through E-Delivery system by the parent university.

The examination cell also handles all the internal examination conducted in the college.

Coordinator

Internal Quality Assurance Cell

Co-Ordinator
Internal Quality Assurance Cell

Principal

I/c Principal
Toshniwal Arts, Commerce &
Science College, Sengaon

Approved

President
Shri Gajanan Shikshan Prasarak Mandal
Yeldari Camp, Tq. Jintur Dist. Parbhani