

E-Governance Report

2014-2019



**Bharatiya Jain Sanghatana's Arts,
Science & Commerce College,
Wagholi**

BHARATIYA JAIN SANGHATANA'S
ARTS, SCIENCE AND COMMERCE COLLEGE
WAGHOLI, PUNE
INTERNAL QUALITY ASSURANCE CELL (IQAC)
Annual E-Governance Report
2014-15

1. Planning and Development

The college has formulated various committees that oversee regular updates related to the affiliating university, Directorate of higher education, UGC and other non-government bodies for developmental schemes. These committees check the online availability of funds for co-curricular/ extra-curricular/ extension activities on the SPPU website. The SPPU and UGC funding committee of the college communicates information regarding online proposals for organizing various events like seminars, workshops and minor and major research projects to the concerned departments and faculty members. Various meetings are organized to finalize the proposals to be submitted online and collect necessary documents required. After getting the approval from funding agencies, the committee organizes meetings to discuss and finalize the schedule of various sanctioned programs including audit, utilization, and final submission.

The UGC committee and the AISHE committee of the college submit the data related to the college for online survey conducted by the Government of India through MHRD.

The college updates its profile on the website of the affiliating university SPPU, Pune and the personal profile of the staff is also updated using individual logins annually. The college also submits statistical information to the Department of Higher and Technical Education, Government of Maharashtra through MIS (Management Information System).

All the computers have internet with 2 MBPS speed There is a high-speed Wi-Fi connection for students and staff members on the college campus. The entire

campus is under CCTV surveillance for security and safety; the recordings of the CCTV are kept for a period of one month.

2. Administration

The college has an institutional website (www.bjcollege.org.in). The college promotes paperless documentation through IQAC. All important communication is done via email or official WhatsApp group.

The college office is automatized using the CCMS software and work related to admission, examination, bonafide, notices, finance issues, payroll, roll calls, tally, etc. is done through the software.

The library is automatized using LIBMAN software and accession of the books, issue-return of the books, listing, and barcoding of the books, all work done through this software. The library has a membership of INFLIBNET-N-List where online books and journals are available for staff and students with individual logins.

The college has two fully equipped computer laboratories with 71 computers, 2 Laptops and the internet with 2 MBPS speed. Every department has a computer which can be used by staff and students.

The college has a biometric attendance system since 2014-15 for regular attendance, monthly report generation and monitoring by the Principal.

3. Finance and Accounts:

The funds' transfer from various agencies and the salary of the staff is done through online transactions. RTGS and internet banking is used for regular finance related matters. All the accounts and financial records are maintained through CMS software purchased in 2004-2005.

4. Students' Admission and support

The admission procedure is automatized where students fill online forms and upload required documents. The final merit list is also displayed online.

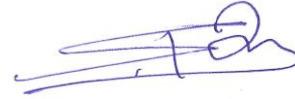
Important information like notices, exam schedules, and online exam form filling schedule is communicated through the website and digital display notice board. Update regarding students' attendance is communicated via text messages to the parents.

Examination

The examination department is using Result Management system (RMS) software for filling online marks, exam forms and acceptance of exam forms. The examination department prepares computerized Mark-lists of first-year students of B.Com, B.A, B.Sc., BCA (Science) and BBA (CA). The Savitribai Phule Pune University forwards online hall tickets, seating arrangement information as well as question papers; these are printed in the examination department by using the password sent by the examination department of SPPU, Pune.



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Annual E-Governance Report
2015-2016

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The UGC committee and the AISHE committee of the college submit the data related to the college for online survey conducted by the Government of India through the MHRD/ National Institutional Ranking Framework (NIRF).

The college updates its profile on the website of the affiliating university SPPU, Pune and the personal profile of the staff is also updated using individual logins annually. The college also submits statistical information to the Department of Higher and Technical Education, Government of Maharashtra through MIS (Management Information System).

All the computers have internet with 8 MBPS speed. There is a high-speed Wi-Fi connection for students and staff members on the college campus. The entire

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The college has two fully equipped computer laboratories with 164 computers, 2 laptops, and internet with 8 MBPS speed. Every department has a computer of its own which can be used by staff and students.

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4. Students' Admission and support

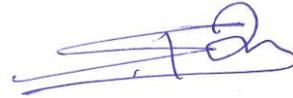
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2016-2017

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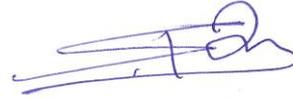
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campus is under CCTV surveillance for security and safety; the recordings of the CCTV are kept for a period of one month.

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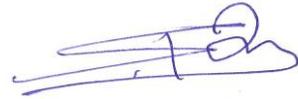
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Recently, the institution has upgraded CCMS Master-soft ERP cloud system. Now the college office and library and examination departments are fully automatized through this cloud system. The students have access through this software. The students and other stakeholders can fill online feedback forms through this software.

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