

BHARATIYA JAIN SANGHATANA'S
ARTS, SCIENCE AND COMMERCE COLLEGE
WAGHOLI, PUNE

INTERNAL QUALITY ASSURANCE CELL (IQAC)

E-Governance Report

2019-2020 to 2022-23

BHARATIYA JAIN SANGHATANA'S ARTS, SCIENCE
AND COMMERCE COLLEGE WAGHOLI, PUNE

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Annual E-Governance Report 2019-20

1. Planning and Development

The college has established multiple committees to oversee regular updates regarding the affiliating university, Directorate of higher education, UGC, and other non-government bodies for developmental schemes. Academic & Research committee and UGC funding committee share information about online proposals for organizing various events such as seminars, workshops, and research projects to the faculty members. Once approval is obtained from funding agencies, the committee arranges meetings to discuss and finalize the schedule of sanctioned programs, including audit, utilization, and final submission. The UGC committee, NIRF, and the AISHE committee of the college submit data related to the college for an online survey conducted by the Government of India through MHRD and Ministry of Human Resource Development Government of India. The college updates its profile on the website of the affiliating university SPPU, Pune, and the personal profiles of the staff are also updated annually using individual logins. Additionally, the college submits statistical information to the Department of Higher and Technical Education, Government of Maharashtra, through MIS (Management Information System). All computers in the college are equipped with internet access at a speed of **2 MBPS**. Furthermore, there is a high-speed Wi-Fi connection available for students and staff members on the college campus. To ensure security and safety, the entire campus is under CCTV surveillance, and the recordings are retained for a period of one month.

2. Administration

The college possesses an institutional website, www.bjcollege.org.in, which serves as a platform for various activities. In order to promote a paperless environment, the college utilizes the IQAC system for all important communication, conducted through email or the official WhatsApp group. To streamline administrative tasks, the college office has implemented the CCMS software. This software automates processes related to admission, examination, bonafide certificates, notices, finance issues, payroll, roll calls, and tally. By utilizing this software, the college ensures efficiency and accuracy in these areas. Similarly, the library is equipped with the LIBMAN software, which automates various tasks such as book accession, issue-return of books, listing, and barcoding. This software enables smooth operations within the library. Moreover,

the library has a membership with INFLIBNET-N-List, providing access to online books and journals for both staff and students. Each individual is provided with their own login credentials to access these resources. In terms of computer facilities, the college boasts two fully equipped computer laboratories, housing a total of 71 computers and 2 laptops. Additionally, every department is equipped with a computer that can be utilized by both staff and students. Lastly, since the academic year 2014-15, the college has implemented a biometric attendance system. This system ensures accurate recording of regular attendance, facilitates monthly report generation, and allows for monitoring by the Principal.

3. Finance and Accounts:

The online transfer of funds from different agencies and the payment of staff salaries are conducted via electronic transactions. RTGS and internet banking are utilized for routine financial affairs. The CMS software, acquired in 2004-2005, is employed to manage all accounts and financial records.

4. Students' Admission and support

The admission process is streamlined through automation, allowing students to complete online forms and submit necessary documents electronically. Additionally, the final merit list is made available online. Vital information such as notices, exam schedules, and the schedule for filling out online exam forms is communicated through the website and digital display notice board. Furthermore, updates regarding students' attendance are conveyed to parents via text messages.

5. Examination

The Result Management system (RMS) software is utilized by the examination department to input online marks, exam forms, and accept exam forms. Mark-lists for first-year students of B.Com, B.A, B.Sc., BCA (Science), and BBA (CA) are prepared by the examination department using computerized methods. The examination department in SPPU, Pune, receives online hall tickets, seating arrangement information, and question papers from Savitribai Phule Pune University. These materials are printed within the examination department using the password provided by SPPU's examination department.

BHARATIYA JAIN SANGHATANA'S ARTS, SCIENCE
AND COMMERCE COLLEGE WAGHOLI, PUNE

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Annual E-Governance Report 2020-2021

1. Planning and Development

For developmental plans, the college has formed a number of committees that supervise the regular updates regarding the affiliating institution, the Directorate of Higher Education, the UGC, and other non-government organizations. These committees use the SPPU website to monitor the online funding availability for co-curricular, extracurricular, and extension programs. The college's SPPU and UGC financing committee notifies the relevant departments and faculty members about online bids for hosting seminars, workshops, and minor and major research projects, among other activities. To complete the proposals that are submitted online and gather the required paperwork, a number of meetings are scheduled. Following funding agency approval, the committee convenes to debate and settle on the timeline for the many sanctioned programs, such as audit, utilization, and final submission.

Information about the college is submitted via an online survey to the Government of India through MHRD by the UGC and AISHE committees of the college.

Every year, the staff members' personal profiles are updated by individual logins, and the college updates its profile on the website of the affiliated institution, SPPU, Pune. Additionally, the college uses MIS (Management Information System) to report statistical data to the Maharashtra government's Department of Higher and Technical Education.

Every computer has 8 MBPS internet access. On the college campus, employees and students have access to high-speed Wi-Fi. For security and safety, the entire campus is monitored by closed-circuit television (CCTV), with records retained for a duration of one month.

2. Administration

The college features an institutional website www.bjs.edu.in, where the emails of its many departments and committees are available for the purpose of communication. Every department has a Google Drive account and email, where all documents are stored electronically and connected to IQAC for future reference. The college uses Google Drives and IQAC to encourage paperless documentation. Important correspondence is sent using official WhatsApp groups or emails.

With the help of the CCMS software, the college office is automated. Work pertaining to payroll, roll calls, tally, finance concerns, admission, examination, and bona fide notices is handled by the program.

The LIBMAN program is used to automate the library. It handles all aspects of book access, including book returns, issue and issue, listing, and barcoding. With individual logins, staff and students can access online books and journals through the library's membership in INFLIBNET-N-List.

Two completely furnished computer labs with 164 PCs, 8 laptops, and 8 MBPS internet access are available at the campus. Staff and students can utilize the personal computers in each department. Students were emailed the schedule and other correspondence by the BBA (CA) and BCA Science departments.

Since 2014–15, the college has used a biometric attendance system for regular attendance, monthly report generation, and principal monitoring.

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 are 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

Students complete online forms and upload necessary documents as part of an automated admissions process. Online access is also available for the final merit list.

A website and digital display notice board are used to disseminate important information, such as notices, exam timetables, and online exam form filling schedules. Parents receive updates on their children's attendance through text messaging.

The organization has updated its cloud-based CCMS Master-soft ERP system. Thanks to this cloud technology, the college administration, library, and examination departments are now completely automated. This software provides access to the students. Using this program, students and other stakeholders can complete online feedback forms.

5. Examination

For online mark entry, exam form acceptance, and online mark entry, the examination department uses the Result Management System (RMS) software. Computerized mark-lists for first-year B.Com, B.A., B.Sc., BCA (Science), and

BBA (CA) students are created by the examination department. Online question papers, hall tickets, and seating arrangements are sent by Savitribai Phule Pune University; these are printed in the examination department using the password that is sent by Examination, SPPU, Pune.

BHARATIYA JAIN SANGHATANA'S ARTS, SCIENCE
AND COMMERCE COLLEGE WAGHOLI, PUNE

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Annual E-Governance Report 2021-22

1. Planning and Development

The college formed a number of committees that supervise the periodic updates concerning developmental programs with the affiliating institution, the Directorate of Higher Education, the UGC, and other non-governmental organizations. These committees use the SPPU website to monitor the online funding availability for co-curricular, extracurricular, and extension programs. The college's SPPU and UGC financing committee notifies the relevant departments and faculty members about online bids for hosting seminars, workshops, and minor and major research projects, among other activities. To complete the proposals that will be submitted online and gather the required paperwork, a number of meetings are scheduled. Following funding agency approval, the committee convenes to debate and settle on the timeline for the many sanctioned programs, such as audit, utilization, and final submission.

The college's UGC and AISHE committees provide information of the college for an online survey that is run by the MHRD, the government of India.

Every year, the college updates its profile on the website of the affiliated institution, SPPU, Pune, and staff members update their personal profiles through unique logins. Through MIS (Management Information System), the college also provides statistical data to the Maharashtra government's Department of Higher and Technical Education.

Every PC has internet access at a speed of 50 MBPS. On the college campus, employees and students have access to high-speed Wi-Fi. For security and safety, the entire campus is monitored by closed-circuit television (CCTV), with records retained for a duration of one month.

2. Administration

The college maintains an institutional website www.bjs.edu.in, where the emails of its many departments and committees are posted for communication purposes. Every department has a Google Drive account and email, where all documents are stored electronically and connected to IQAC for future use. The college uses Google Drives and IQAC to encourage paperless documentation. Important correspondence is sent using official WhatsApp groups or emails.

The CCMS software automates the college office, handling tasks like payroll, roll calls, tally, finance concerns, notices, admission, exams, and bona fide.

The LIBMAN program automates the library's operations and handles tasks including book accession, return and issue handling, cataloging, and barcoding. With individual logins, staff and students can access online books and journals through the library's membership in INFLIBNET-N-List.

Two completely furnished computer labs with 164 PCs, 8 laptops, and 50 MBPS internet access are available at the campus. Staff and students can utilize the personal computers in each department. Students were emailed the schedule and other correspondence by the BBA (CA) and BCA Science departments.

Since 2014–15, the college has used a biometric attendance system for regular attendance, monthly report generation, and principal monitoring.

3. Finance and Accounts:

Transfers of funds from different agencies and remuneration of staff are carried out via online channels. RTGS (retransfer-to-gross-value-average) and internet banking (web banking) are used for routine financial operations. All the financial accounts and records are kept using CMS software which was bought in 2004-05.

4. Students' Admission and support

Students fill out online forms and upload necessary documents as part of an automated admissions process. Online access is also available for the final merit list.

Digital notice boards and websites are used to disseminate important information, such as exam timetables, notices, and online exam form filling schedules. Parents receive updates on their children's attendance through text messaging.

The CCMS Master-soft ERP cloud system has been upgraded by the organization recently. Thanks to this cloud technology, the college administration, library, and examination departments are now completely automated. This software provides access to the students with which students and other stakeholders can complete online feedback forms.

5. Examination

The Result Management System (RMS) software is used by the examination department for online marks entry, filling of exam forms, and validate exam forms. Computerized mark-lists for first-year B.Com, B.A., B.Sc., BCA (Science), and BBA (CA) students are created by the examination department. Online question papers, hall tickets, and seating arrangements are sent by Savitribai Phule Pune University; these are printed in the examination department using the password that is sent by Examination, SPPU, Pune.

BHARATIYA JAIN SANGHATANA'S ARTS, SCIENCE
AND COMMERCE COLLEGE WAGHOLI, PUNE

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Annual E-Governance Report 2022-23

1. Planning and Development

The college has established several kinds of committees that monitor regular updates concerning growth initiatives with the affiliating institution, the Directorate of Higher Education, the UGC, and other non-governmental organizations. On the SPPU website, these committees verify the availability of money for co-curricular, extracurricular, and extension programs. Faculty members and departments that are involved are informed about online proposals for conducting seminars, workshops, and minor and major research projects by the college's SPPU and UGC financing committee. A number of meetings are held to complete the proposals that will be uploaded online and gather the relevant paperwork. The committee holds meetings to debate and settle on the timeline for the many sanctioned programs, such as audit, utilization, and final submission, after receiving approval from funding agencies.

The college's AISHE and UGC committees provide information on the college for an online survey run by the MHRD, the government of India.

Every year, the college modifies its profile on the website of the affiliated institution, SPPU, Pune, and staff members update their personal profiles through unique logins. Through MIS (Management Information System), the college also provides statistical data to the Maharashtra government's Department of Higher and Technical Education.

Every computer has access to the internet at a speed of 8 MBPS through LAN. On the college campus, employees and students have access to high-speed Wi-Fi. For security and safety, the entire campus is monitored by closed-circuit television (CCTV), with records retained for a duration of one month.

2. Administration

The emails of the various committees and departments are posted on the college's institutional website, www.bjs.edu.in, for communication purposes. Every department has a Google Drive account and email, where all documents are stored electronically and connected to IQAC for future use. The college uses Google Drives and IQAC to encourage paperless documentation. Important correspondence is sent using official WhatsApp groups or emails.

The CCMS software automates the college office, handling tasks like payroll, roll calls, tally, finance concerns, notices, admission, exams, and bona fide.

The LIBMAN program is used to automate the library; it handles all aspects of book access, including book returns, issue and issue, listing, and barcoding. With individual logins, staff and students can access online books and journals through the library's membership in INFLIBNET-N-List.

The college has two fully operational computer labs with 165 PCs, 4 laptops, and 50 MBPS internet access. Staff and students can utilize personal computers that are available in each department. Students were emailed the schedule and other correspondence by the BBA (CA) and BCA Science departments.

For regular attendance, the creation of monthly reports, and principal supervision, the institution has used a biometric attendance system from 2014 to 2015.

3. Finance and Accounts:

Transfers of funds from different agencies and remuneration of staff are carried out via online processes. RTGS (retransfer-to-gross-value-average) and internet banking (web banking) are used for routine financial operations. All the financial accounts and records are kept using CMS software which was bought in 2004-05.

4. Students' Admission and support

Students submit their required documents and complete online forms as part of an automated admissions process. Online access is also available for the final merit list.

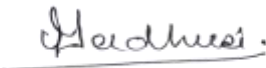
Important information is disseminated via websites and digital notice boards, such as exam timetables, notices, and online exam form filling schedules. Parents receive updates on their children's attendance through text messaging.

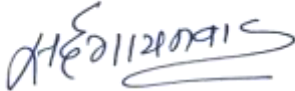
The organization has updated its cloud-based CCMS Master-soft ERP system.

Thanks to this cloud technology, the college administration, library, and examination departments are now completely automated. This software provides access to students and other stakeholders to complete online feedback forms.

5. Examination

For online mark entry, exam form acceptance, and online mark entry, the examination department uses the Result Management System (RMS) software. First-year B.Com, B.A., B.Sc., BCA (Science), and BBA (CA) students' computerized mark-lists are prepared by the examination department. Online question papers, hall passes, and seating arrangements are sent by Savitribai Phule Pune University; these are printed in the examination department using the password that is sent by SPPU, Pune.


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