Maratha Vidya Prasarak Samaj

G. M. D. Arts, B. W. Commerce and Science College, Sinnar, Dist. Nashik

Affiliated to Savitribai Phule Pune University, Pune   **Id.No.PU/NS/ASC/013/1969**

Best College Awarded by SPPU2012-13   **AISHE:C-41292**

www.gmdcollege.in   **ISO 9001:2015 Certified College**
sinnarcollege001@yahoo.com

E- Governance Policy

The College adopted E-governance in all areas of operation including accounts, administration, admissions, library, examination, feedback, communication and even in teaching-learning activities. College has made financial provisions for its upgradation and maintenance. There are certain standard operating procedures and policies in practice for the successful implementation of E- governance in all areas of operations.

Objectives:

1. Implementation of E-governance in various operations of the institution

2. To achieve transparency, accountability and work efficiency in functioning of the college.

3. Providing easy access to information and facilitating online communication between various sections of institution.

4. Making information visible to society.

5. Make all operations user friendly to avoid barriers.

Policy Statement:

To implement e-governance in all possible fields of operations such as accounts, administration, communications, admissions, feedback, library, teaching-learning etc.

Following efforts are taken so far in implementation of e-governance

1. Website:

Parent institute Maratha Vidya Prasarak Samaj is the apex decision making authority in the matters of planning and development. Major plans regarding college administrations, financial dealings, decisions incorporated through annual and general meetings are conveyed by management through email and others circulars displayed on its website https://mvp.edu.in.

The college website www.gmdcollege.in works as information Centre. An external service provider for the development of website is appointed. There is a functional website committee in the college. It looks after regular operations, Upgradation and smooth functioning of college website.

2. Admission:

College has implemented online admission process for all its programmes. For online admission Process College uses E-campus software. This software is maintained regularly through an AMC. It is renewed every year.

3. Finance and Accounts:

Accounts section of the college uses Perfect software. All account related entries are maintained in this offline software. Apart from this, the salary of aided faculty, their promotions and other related issues are managed through HTE Sevaarth portal of the Government of Maharashtra. For smooth operations of these portal college has 100 mbps bandwidth connation. Accountants use Tally software provided by Parent institution to perform all account related calculations and records.

4. Examination:

Most of the issues related to examination are managed by the affiliating university. However, at college level, task such as filling of examination forms is done through e-campus education hub software

5. Library:

College library is fully automated. Library developed e-resource Centre through which we provide online access of e-books and e-journals to students and teachers. All operations of library such as book issuance, return, cataloguing, foot fall counting is done through software's such as SOUL, OPAC.

Library has also subscribed to E-Resources such as N-List, E-Shodhsindhu, Shodhganga, and Inflibnet.

6. Office:

Office of the College is fully uses e-campus software provided by parent institute for salary, scholarship, admission, and other purposes.

ICT infrastructure of the College:

College frequently updates its IT infrastructure. It is done on the basis of availability of funds. It ensures that there is sufficient number of computers for academic purposes. College has policy to provide every necessary IT infrastructure to all departments in the college. The IT infrastructure of the college is regularly maintained by appointing local agencies and persons when need be.

Principal
G. M. D. Arts, B. W. Commerce and
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