

ARTS & COMMERCE COLLEGE, WARWAT BAKAL



2nd Cycle of Assessment & Accreditation by NAAC

CRITERION VI GOVERNANCE, LEADERSHIP & MANAGEMENT

6.2	Strategy Development and Deployment
6.2.2	<i>Institution implements e-governance in its operations</i>

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SATPUDA EDUCATION SOCIETY, JALGAON (JAMOD)'S

ARTS & COMMERCE COLLEGE

Warvat-Bakal Dist- Buldana

Dr. Subhash Pawar
In Charge Principal

Shri Krushnarao Ingle (Ex MLA)
President

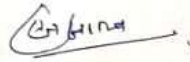
Phone: 07266-295243

visit us at: www.acscwb.co.in

Email: 327accwb@gmail.com

SELF-DECLARATION

This is to certify that the information, reports, true copies of the supporting documents, numerical data and weblinks furnished herein are verified by IQAC and the head of institution and are found correct.



IQAC Co-ordinator
Arts and Commerce College,
Warvat Bakal



Principal
Arts & Commerce College,
Warvat Bakal Dist. Buldana

E-GOVERNANCE POLICY OF ARTS & COMMERCE COLLEGE, WARWAT BAKAL

Introduction:

E-governance policy refers to the adoption and implementation of digital technologies in government operations and services to enhance efficiency, transparency, and accessibility. It involves the use of information and communication technologies (ICT) to transform traditional bureaucratic processes into streamlined digital systems. By leveraging technology, e-governance aims to improve the delivery of academic services, facilitate stakeholder participation, and promote effective governance.

Objectives:

The objectives of e-governance initiatives at Arts & Commerce College Warwat Bakal are:

- a. Enhance administrative processes through the adoption of digital technologies and systems.
- b. Improve transparency, accessibility, and efficiency in delivering services to stakeholders.
- c. Facilitate effective communication and collaboration among students, faculty, staff, and administration.
- d. Foster a culture of innovation and continuous improvement through the integration of technology.
- e. Ensure data security and privacy in all digital operations.

Current Status:

The college currently has an established e-governance infrastructure, including digital platforms, software applications, and hardware resources. This infrastructure supports various administrative functions such as admissions, registrations, and grievance redressal. Keeping in mind to provide information immediately, finance and account department can be said that it is partially e-governed. The clerk of this department where it is necessary prepare accounting statements on computer. Clerk is responsible for the preparation of draft accounts to be audited. After consultation of Principal, he submits draft account statements to Auditor appointed by the Management and gives necessary inputs to settle it in the proper manner.

Implemented Initiatives:

Arts & Commerce College Warwat Bakal has successfully implemented the following e-governance initiatives:

- a. Online Admission Process: Students Whats app group was formed for simplifying the application and admission process of students.
- b. Digitization of Records: College records, including student records, academic documents, and administrative files, have been digitized for easy access, retrieval, and storage.
- c. Finance and accounts: Finance and account department can be said that it is partially e-governed. The clerk of this department where it is necessary prepare accounting statements on computer.
- d. Online Grievance Redressal: A dedicated online grievance redressal system allows students, faculty, and staff to submit and track their grievances, ensuring timely resolution.
- e. Digital Services: Various digital services, such as online library resources, course materials, examination schedules, and result publication, are available to stakeholders through the college's website and online platforms.

Progress and Achievements:

Arts & Commerce College Warwat Bakal has made significant progress in its e-governance initiatives. Key achievements include:

- a. Increased efficiency and reduced paperwork through the implementation of online processes.
- b. Enhanced accessibility and convenience for students and parents through online services.
- c. Improved transparency in administrative processes and decision-making.
- d. Strengthened communication and collaboration among stakeholders.
- e. Positive feedback from students, faculty, and staff regarding the effectiveness of digital initiatives.

Challenges and Solutions:

The college has encountered challenges during the implementation of e-governance initiatives. These challenges include infrastructure constraints, digital literacy gaps, and resistance to change. To address these challenges, Arts & Commerce College Warwat Bakal has:

- a. Upgraded the IT infrastructure to support the growing digital needs of the college.

- b. Conducted training programs and workshops to enhance digital skills among faculty, staff, and students.
- c. Implemented change management strategies to promote acceptance and adoption of digital solutions.
- d. Encouraged feedback and suggestions from stakeholders to continuously improve the e-governance framework.

Future Plans:

Arts & Commerce College Warwat Bakal's future plans for e-governance include:

- a. Expanding online services to cover additional administrative processes and student support services.
- b. Integration of emerging technologies such as artificial intelligence, data analytics, and virtual learning environments.
- c. Strengthening data security measures to safeguard personal and confidential information.
- d. Continual capacity building initiatives for faculty, staff, and students to stay updated with technological advancements.
- e. Collaborating with industry partners and other educational institutions for knowledge sharing and best practices.

Budget and Resources:

The college has allocated a specific budget and will put up Infront of management for approval for e-governance initiatives, including infrastructure development, software licensing, training programs, and ongoing maintenance. Additional resources are mobilized through partnerships with government agencies, grants, and sponsorships.

E-governance Area	Details
Planning and Development	<p>The Vision and Mission Statement is uploaded on the college website.</p> <p>Further Institutional-Procedures-and-Policies file is uploaded on the website.</p> <p>The College has adopted the policy of e-correspondence and information of its policies, decisions and notices for its staff and stakeholders through Whats app group.</p> <p>To use ICT in the process of planning college-events and activities, institute uses google sheet, google docs. Important notices and reports are also circulated via whats app group. As an institutional strategy, it has been made mandatory for all the departments, committees and cells to submit their annual planning and reports in soft formats and hard copies.</p>
Curriculum Development	<p>Curriculum is designed by SGBAU.</p> <p>Enhancement of curriculum is done through value added certificate courses, projects, etc</p>
Teaching and Learning	<p>Teaching learning process shifted to online mode. Whats App group, Google classrooms are formed for teaching purpose.</p> <p>Teachers also use LCD projectors for teaching. Teachers are encouraged to develop e- learning resources such as ppts and videos.</p>
Examination and Evaluation	<p>Progressive Examination of odd semester of this session was conducted through online mode and for that Google form links were used to conduct examination at college level</p>

	by examination committee. Online tests and quizzes are also conducted by teachers to evaluate students' performance.
Research and Development	Teachers can utilize computer lab for writing their research paper, preparing subject lesson ppts etc.,
Management Information System	For efficient and effective administration, the college has procured College Automation Software (CAS). At the initial stage CAS has independent modules for administrative tasks like Admissions, scholarships, students' data, account and finance etc. The CAS ensures that number of papers used for printing and storing data and info is limited. Operational Modules: • CAS Office • CAS Payroll • CAS Admissions •CAS Account
Human Resource Management	IQAC and Senior faculty member encourages new staff members to attend Online Professional development programmes.
Students Admission and Support	The admission procedure and other details are recorded and maintained through College Automation Software. Students Whats App group for teaching and learning purpose are formed.
Finance and Accounts	Keeping in mind to provide information immediately, this department can be said that it is partially e-governed. The clerk of this department where it is necessary prepare accounting statements on computer. Clerk is responsible for the preparation of draft accounts to be audited. After

	consultation of Principal, he submits draft account statements to Auditor appointed by the Management and gives necessary inputs to settle it in the proper manner.
Community engagement	The college has an active NSS wing and NCC. Google links are provided to new admitted students to join these bodies every year.

Screen Shot of Salary Statement prepared on computer:

STATEMENT - 2

STATEMENT SHOWING THE DETAILED STATEMENT OF SALARY FOR THE TEACHING & NON TEACHING STAFF IN THE AIDED COLLEGES

Name of the College :- Arts & Commerce College Warwat - Bakal

College Code :- 0730/0016

October 2021

Sl. No.	Name of the Employee	Design	Basic Pay	HCP	Pay Detail										Government Deductions										Rank	LIC	GND To RAO (Dw-Dat)	No. Govt. Deductions	Net Salary (Col. 14 - 21)
					D.A.	H.R.A.	C.L.A.	T.A.	Gr. Allow.	Other Allow.	Grav Total Allow.	G.P.F. (L)	G.P.F. (M)	G.P.F. (T)	Total G.P.F.	D.C.F.S. (M)	Total Deduction	Income Tax	P.T. Tax	Total Govt. Ded. (Col. 17-20)									
1	Dr. J. B. Chaudhari	Principal	205600	0	57588	18504	1400	1200	2000				286272	7994	10000	0	10000	0	0	87500	200	77700	0	0	0	0	208572		
2	R. D. Konde	Asst. Prof.	107200	0	30016	9648		1200				148064	6760	5000	0	5000	0	0	24000	200	29200	40000	7832	0	47932	70932			
3	Dr. B. R. Gujar	Asst. Prof.	110400	0	30912	9836		1200				152448	6761	5000	0	5000	0	0	26000	200	31200	0	5763	0	5763	115485			
4	G. S. Mansal	D.P.Ed.	107200	0	30016	9648		1200				148064	6762	5000	0	5000	0	0	24000	200	29200	0	2117	0	2117	116747			
5	S. M. Marode	Uttaran	107200	0	30016	9648		1200				148064	6763	5000	0	5000	0	0	24000	200	29200	40000	4134	0	44134	74730			
6	Dr. S. S. Pawar	Asst. Prof.	161900	0	45248	14564		1200				222992	6764	5000	0	5000	0	0	35000	200	40200	0	2910	0	2910	159482			
7	A. U. Dhandale	Asst. Prof.	101900	0	28308	9099		1200				139707	6765	5000	0	5000	0	0	24000	200	29200	0	1977	0	1977	108530			
8	N.P. Saha	Asst. Prof.	92500	0	25000	8325		1200				127925		0	0	0	14300	14300	19000	200	32500	0	5373	0	5373	90043			
9	Dr. S. W. Rane	Asst. Prof.	61200	0	17136	5593		1200				85044		0	0	0	8048	8048	7998	200	15248	15000	0	0	15000	54796			
10	B. S. Bhusari	Asst. Prof.	61200	0	17136	5508		1200				85044		0	0	0	8048	8048	7998	200	15248	0	0	0	0	69796			
11	Dr. B. R. Solante	Asst. Prof.	61200	0	17136	5500		1200				85044		0	0	0	8048	8048	7998	200	15248	0	0	0	0	68796			
12	N. D. Dohare	Asst. Prof.	61200	0	17136	5509		1200				85044		0	0	0	8048	8048	7998	200	15248	27000	0	0	27000	42796			

Screen Shot of Student Admission is carried out through College Automation Software

Arts & Commerce College, Warwat Bakal 2022-2023

AB
Date: 29-12-2022 Time: 12:28:23
Logout

Student Master

First Name: Abhishek Middle Name: Marish Last Name: Bhusari

Admission Type: NA Course Level: Undergraduate Stud Gr.No: 3626

Registration Enrollment Scholarship Bank Details Documents

Birth Date: 26/10/2002 Birth Place: Religion: Hindu

Cast: Kumbhi Sub Cast: Ma. Tamang MTNA

Category: OBC Sex: Male Female

Local Address: Address: M. Urkalgaoon Taluka: Sangarpur City/Dist: Buldhana Pin Code: 444201 State: MAHARASHTRA Ph./Mobile No.: 9830823329

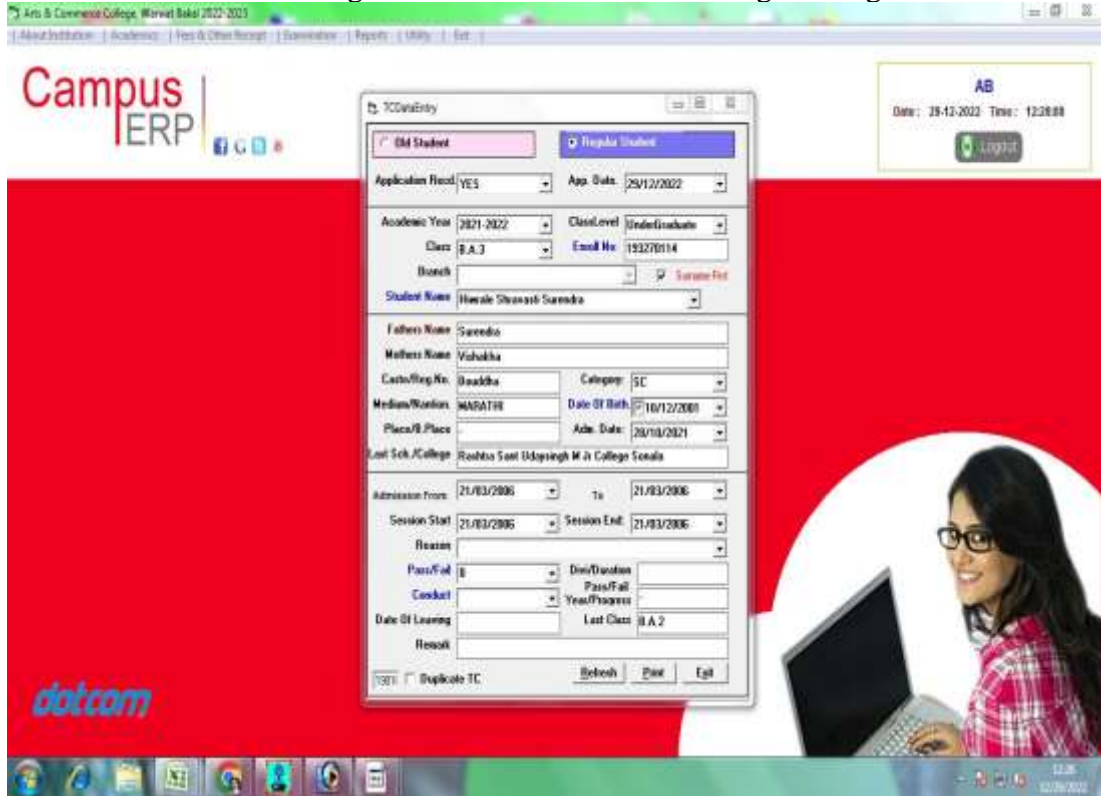
Permanent Address: Address: M. Urkalgaoon Taluka: Sangarpur City/Dist: Buldhana Pin Code: 444201 State: MAHARASHTRA Phone No.: 9830823329

Same Permanent Address

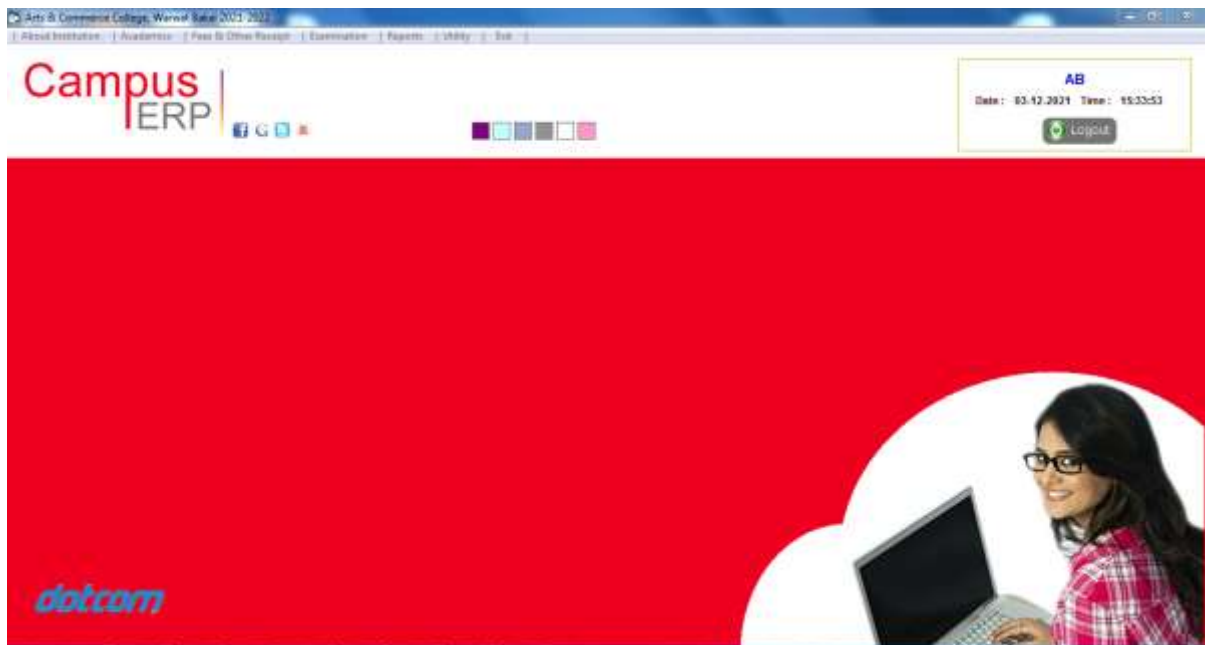
Sticker No. First Search Refresh Update Edit Student View Exit

dotcom

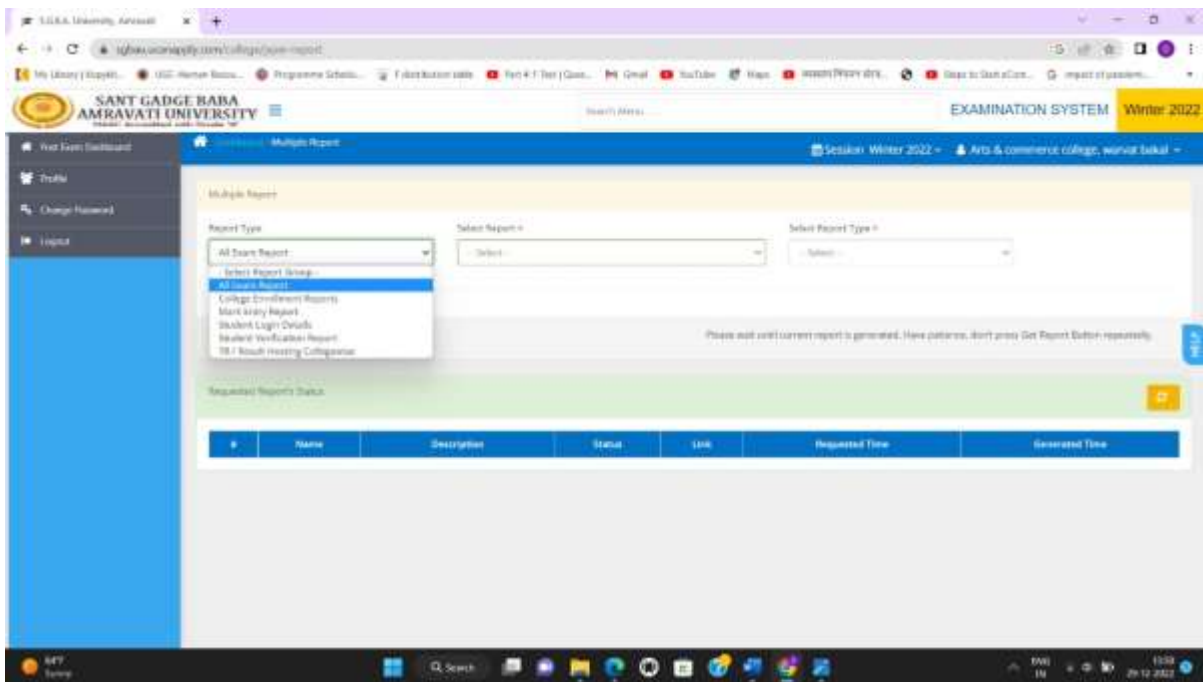
Screen Shot of Transferring Certificate is carried out through College Automation Software



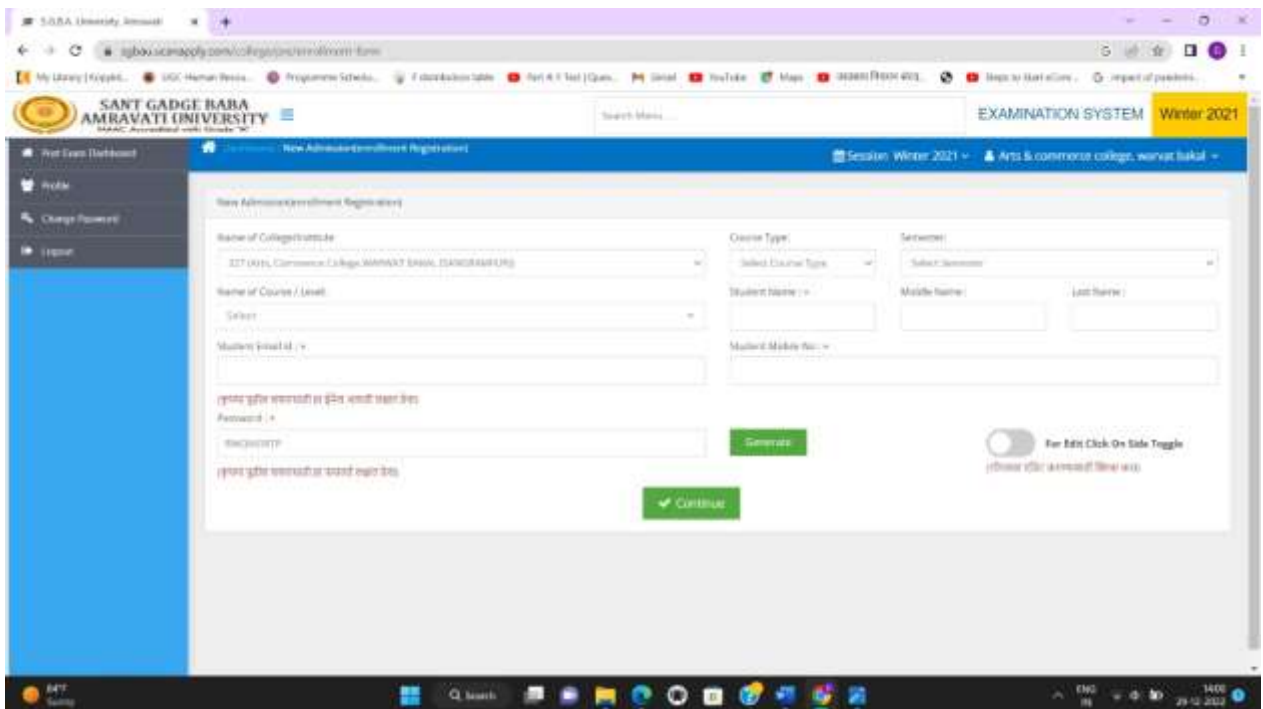
Screen Shot of ERP Software



Screen Shot SGBAU Ucanapply Software (SGBAU Online Portal)



Screen Shot SGBAU Ucanapply Software (SGBAU Online Portal)



Screen Shot of online exam (Progressive) conducted by exam committee at college level for students

B.Com II (Semester-III) Company Account

Sant Gadge Baba Amravati University, Amravati
Arts: Commerce College Warwat Bakal
Term End Examination (Saras pariksha)
Year: 2021-2022
Subject: Company Account (Medium-English)
Paper: Company Account
Class: B.com Part - II (Semester-II) Marks: 80
Time : 09:00 To 10:00 am Date: 09/01/2022

Note - 1) All Questions are compulsory
2) Each Question carries 2 marks
3) Click the correct answer
4) No negative Marking

taledraanjay-1@gmail.com (not shared) [Switch account](#)

* Required

Name of The Student *

Your answer

- Name of the ERP Software Vendor with contact details
Mr. Pankaj Belsare
dotcom Infotech Pvt.Ltd.,
2nd Floor Shetkari Bhavan,
Above SBI-ADB Bank, Old Market, Amravati (M.S.) India
Ph.No. 0721-2566245 Cell No. 9823194885, 9823646168,
e-mail; info@dotcominfotech.co.in
website: <http://dotcominfotech.co.in>
- Year of implementation: 2017.