



Rayat Shikshan Sanstha's

Radhabai Kale Mahila Mahavidyalaya, Ahmednagar

Reaccredited with A Grade by NAAC 3rd Cycle (April 2019-March 2024)

DST-FIST Supported/An ISO 9001:2015 Certified College

Affiliated to Savitribai Phule Pune University, Pune (PU/AN/ASC/034)

Policy Document for E-Governance





Policy for E Governance

Introduction: Rayat Shikshan Sanstha's, Radhabai Kale Mahila Mahavidyalaya, Ahmednagar has been established in June, 1989 to cater the need of higher education for women from urban, suburbs and nearby villages of Ahmednagar city. The Rayat Shikshan Sanstha, Satara is one of the leading institution in Asia and imparting education to the downtrodden masses in the rural areas of Maharashtra and Karnataka State. Radhabai Kale Mahila Mahavidyalaya, Ahmednagar also works in tune with the similar principles.

Scope of the E Governance

- Administration
- Examination
- Account
- Student Support
- Library
- ICT Infrastructure
- E waste management

Objectives

- Implementation of E-governance in all the sections of the institution so to provide simpler, transparent and efficient system of governance within the institution.
- To achieve and create a paperless environment in the college.
- To provide easy and quick access to information for stakeholders.
- To transform Classrooms to ICT Enabled.
- To establish a fully automated Library.
- To augment the IT facility as per the need.

Implementation

ICT Committee is constituted consisting of teachers as coordinator and member for the implementation of above objectives.

e-Governance in Administration: The data of all the teachers are kept in Human Resource Management System HRMS system. All function in office shall be adequately equipped with ICT-enabled systems with licensed software and internet facilities, wherever required, for necessary connectivity. The institute administration shall be equipped with a customized user-friendly. ERP system is for online admission process of students. All the classrooms, conference rooms and the seminar rooms shall be furnished with ICT-enabled projectors and screens. CCTV-cameras shall be installed and

maintained at all strategic locations to ensure proper surveillance. The institute shall develop and maintain a user-friendly interactive website to disseminate general information as well as updates to its students, teaching and nonteaching staff and to the public, in general. The website shall be periodically reviewed by the ICT enabling unit of the college. In addition, all official communications and notices shall also be sent via e-mail and other available online platforms. The institute shall ensure that all the faculty members and non-teaching staff are imparted special ICT training programs for their continuous growth. The institute shall also ensure that all the students are sufficiently skilled to enable them to benefit from ICT-enabled systems installed in the college. The institute shall also subscribe to online platforms to support online teaching learning process, trainings, lectures, webinars and other official interactions etc.

e-Governance in Examination: The college submit the online marks through affiliating university online marks entry portal.

e-Governance in Finance and Accounts: The accounts section shall operate and manage their entire accounting operations on Tally software. The college shall perform all the financial transactions through the Public Financial Management System (PFMS) in line with the extant guidelines by the Government of India.

e-Governance in Student Admission and Support: The institute adopt online mode of admission. The student's scholarship process is by MahaDBT portal. The college shall automate and digitize its Library functions to not only support contactless procurement, accession and issue/return of books from the library but also provide e-resources for remote access of the content from other sources also. Use of online applications like Google classrooms is promoted.

e-Governance in Library: To make library user friendly LIBRARIA is used to do the library automation. The Online Public Access Catalogue OPAC is used to search books.

E-Waste management: MoUs and AMC are signed with the vendor for the e waste management.




PRINCIPAL
Radhabai Kale Mahila Mahavidyalaya
Ahmednagar