



## **CRITERION 6**

### **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

#### **6.2**

#### **Strategy Development and Deployment**

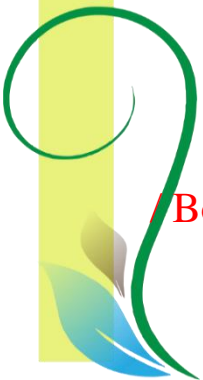
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##### **6.2.2**

##### **Institution implements e-governance in its operations**

1. Administration
2. Finance and Account
3. Student Admission and Support
4. Examination

**c) Annual e-governance report approved by the Governing Council / Board of Management/ Syndicate Policy document on e-governance**





Panchakshri Shivacharya Trust's

## CHANNABASWESHWAR PHARMACY COLLEGE (DEGREE)

Kava Road, Basweshwar Chowk, Latur-413512 (Maharashtra) Tel./Fax :- (02382) 243855

DTE Code :- 2253, University Code :- 947, MSBTE Code :- 2041

Email:- channabasweshwar@gmail.com / principalcbpc@gmail.com Website:- www.channabasweshwar.org

Approved by:- Govt. of Maharashtra, PCI, New Delhi, Affiliated to:- S.R.T.M. University, Nanded, MSBTE, Mumbai.

## 6.2 Strategy Development and Deployment

### 6.2.2 Institution implements e-governance in its operations


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## Policy on e-governance

	Panchakshri Shivacharya Trust's	Est :- 1973
	<b>Channabasweshwar Pharmacy College (Degree)</b> Kava Road, Basweshwar Chowk, Latur-413512 (Maharashtra) Phone No. (02382) 240192, Fax-(02382) 243855 Email- <a href="mailto:channabasweshwar@gmail.com">channabasweshwar@gmail.com</a> Website- <a href="http://www.cdphl.org">www.cdphl.org</a>	
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### POLICY DOCUMENT ON E-GOVERNANCE

The 21st Century has witnessed tremendous advancements in technology particularly in ICT. It is well known that integration of ICT in governance helps to reduce the intricacy, make the work fast, cost-effective and improve the overall administration of the institution.

The UGC has issued 17/17 Quality Mandate document to all the Higher Educational Institutions in which e-governance is given prime importance which includes.

- ❖ Digital Transactions
- ❖ National Digital Library
- ❖ Admissions
- ❖ Planning
- ❖ Examinations
- ❖ Finance
- ❖ Administration
- ❖ Wi-fi connectivity for the entire campus
- ❖ Student Grievance Portal

The UGC has mandated that all higher education institutions adopt e-governance in text and spirit. By routinely requesting reports, the UGC also keeps a close eye on each institution's progress towards e-governance implementation. Additionally, NAAC believes that at the time of assessment and accreditation, this is a crucial indicator.

As a result, having an e-governance policy is crucial for any institution. For this reason, the Channabasweshwar pharmacy college, Latur. has developed the following objectives of e-governance policy to ensure efficient administration of the institution.

- To improve productivity, offer complete transparency, excellent response, accountability, ease, and cross-platform service and information accessibility.
- Electronic infrastructure must be provided by e-governance in order to streamline service delivery, cut down on duplication, and increase service quality and speed at a reduced cost.
- Establishing an intranet-based training programme that can function as a virtual two-way system where teachers receive real-time feedback and assistance and students are connected to mentors.
- To provide comprehensive database which help in design, formulate and evaluate custom based model for all entity in the system.
- To provide comprehensive database which help in design, formulate and evaluate custom based model for all entity in the system.
- The changing roles of faculty, the changeable learning environment and the design of e-Learning facilities all contribute to a potentially more flexible organizational structure.

The following areas are effectively running their work with the help of e-governance as follows:

1. ADMINISTRATION:

The principal serves as the head of the institution and is responsible for administrative, academic activities. He has got access to the details of information regarding student admission, their attendance, internal and external marks, time table for each semester, examination schedule, mark entry status and other academic works. Also have the access of individual profile of students and faculty members. The office of the institution also carried out the various activities of administration effectively with the help of e-governance. All the administrative people in college effectively and fastly do their work with the help of e-governance.

2. EXAMINATION DEPARTMENT:

The examination system of the college functions with the examination personal. Proper reports and formats of all the procedures of examinations after each examination will be collected and saved effectively with the help of e-governance platform.

Access to the examination schedule, student attendance, exam application status, access to marks uploaded by faculty members, list of students from each programme who are applying for examination, examination fee paid, hall ticket generation and all other academic programmes of the college are effectively implemented through the various softwares.

3. WEB-SITE:

The website of college needs makeover considering the new changes in the education system. The website should display following information and should be made useful for outsiders.

#### 4. ADMISSION:

The admission committee should be appointed in the institute and responsible to monitor current admission procedure as per the Director of technical education government of Maharashtra on institutional website.

The college staff should be trained to handle the admission procedure involved in FC and ARC as prescribed by DTE, Maharashtra.

#### 5. LIBRARY:

Institute should use Library management software in the ERP for proper handling of books, their issuance and return installed in library.

#### 6. ACCOUNTS:

For ease of use of transparency in accounts, the account section should use tally software to maintain financial records. Profit and loss, Balance sheet, various analysis reports should be generated through this software.



  
Principal  
Channabasweshwar Pharmacy College (Degree)  
LATUR



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### **Annual e-governance Report for Academic Year 2022-2023**

The college has implemented e-governance to enhance good governance, to improve communication technologies, promote transparency, accountability and cost effectiveness. Many initiatives have been taken by the college towards e-governance, to automate the functions.

#### **Areas in which there is use of e-governance in academic year 2022-2023:**

- Software for library administration
- Software for academic administration
- Software for account management
- Software for student support
- Online portal for Examination (Form filling, downloading admit card, uploading marks, etc.)
- Complaint management

#### **Implementation of e-governance in the areas of:**

##### **Administration:**

The college uses SOUL software for LIBRARY that is management of issue and return of books. All the details of admitted students, program and courses taken, student profile etc. can be processed with the help of this software.

The college uses Vmedulife software for academic administration like distribution of roll no to students, attendance of students, batch allocation of students etc.

**Complaint management:**

For complaint management college has implemented Operation Define programme to know problems from various stake holders and try to solve it.

**Finance and Accounts:**

College uses Tally ERP 9 for Accounting and Finance related matters. This data is used for MIS and Auditing purpose. All daily transactions & auditing processes were carried out by using this software.

**Student Support:**

College has taken DELNET subscription for expansion of library via e-tools. It was helpful for students to search various research articles, books for reference purpose.

X-PHARMA, Quality by design, Lexicomp software are implemented for student support and academic growth.

**Examination:**

Examination department is equipped with necessary IT tools for conduct of examinations, paper printing etc. SRTMUN Examination portal is useful for generating admit cards, generating consolidated mark sheet and individual mark sheets and storing data regarding student's examination performance.

The college uses Vmedulife software for internal examination, seminars & unit test purpose.

Like this in various areas e-governance were implemented effectively.



*(Handwritten signature)*  
**(B. J. Devnikar)**  
Secretary  
Panchakashari Shivacharya Trust,  
(Aloor), Latur

*(Handwritten signature)*  
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## Annual e-governance Report for Academic Year 2021-2022

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**Panchakashari Shivacharya Trust,**  
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*[Signature]*  
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#### **Areas in which there is use of e-governance in academic year 2020-21:**

- Software for library administration
- Software for academic administration
- Software for account management
- Software for student support
- Online portal for Examination (Form filling, downloading admit card, uploading marks, etc.)

#### **Implementation of e-governance in the areas of:**

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#### **Areas in which there is use of e-governance in academic year 2019-20:**

- Software for library administration
- Software for academic administration
- Software for account management
- Software for student support
- Online portal for Examination (Form filling, downloading admit card, uploading marks, etc.)

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## Annual e-governance Report for Academic Year 2018-19

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### **Areas in which there is use of e-governance in academic year 2018-19:**

- Software for library administration
- Software for account management
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