



Gokhale Education Society's

R. N. Chandak Arts, J. D. Bytco Commerce &

N. S. Chandak Science College

Nashik Pune Road, Opp. Sujata Birla Hospital, Nr. Ashirwad Stop, Nashik-422101

Email: cbccollegenashikroad@gmail.com ☎ : 0253-2461548 Fax : 0253-2469372



▶ Affiliated to Savitribai Phule University ▶ ID No: PU/NS/ASC/005/ 1963 ▶ ISO 9001-2015 Certified ▶ NAAC Accredited B College

DVV Clarification/Response- Metric No. 6.2.2

As per findings of DVV and SOP of Affiliated PG Colleges for HEIs as on 19/06/2024 (R.N.C. Arts, J.D.B. Commerce, N.S.C. Science College Nashik road, Nashik).

Annual E-Governance Report 2022-23

IQAC drafted policy for implementation of e-governance in various administration and academic activities of the college to accelerate College functioning and development in terms of speed, efficiency and reliability.

Implementation of e-governance in areas of operation:

It has been decided to automate all the various operation of the College in an integrated manner in order to enable transparency clarity in different functions of the College pertaining to teaching, learning, academic, administration, admission, examinations, finance and accounting.

Required training has been given to the staff of the college with a view to get the optimal benefits from the software and strangle connect with the stake holders and smooth functioning of e-governance.

Administration

- A major part of the college administration process has been made paperless for a hassle-free and smooth functioning.
- The College Administrative Office makes use of Advanced Excel in order to maintain an updated database.
- To make maximum services in online mode available to students.
- The college has plans to work towards further automatization of the administrative process.
- Admin Staff is trained and well-versed in the use of technology.

Examination

- The college follows and adheres to all the norms of the e-governance policy of the university with respect to examinations.
- Online allotment of assessment and marks entry to subject teachers.

- Online entry of internal and external marks through BCUD profiles of teachers.
- Access to ledger which records internal and external marks.
- Online receipt of University question papers.

Student Admission

- Website announcing admissions at the start of the academic year.
- Online admission forms remotely filled by students.
- Admission portal to manage admissions.
- Details such as former records of students and personal details to be stored in the portal.
- Mandatory submission of online admission form.

Accounts

- Accounts records and transactions maintained on Tally.
- Effective and accurate entry of all financial exchanges and records.
- Generation of Profit and Loss, Balance Sheet for the purpose of annual financial audit.
- Regular updating and protection of software.
- Online crediting of salaries, PFs, etc.
- Generation of salary slips for all staff members on a monthly basis.

ICT

- Adequate number of computers allotted to each department for use by staff for administrative and academic purposes.
- Installation of Projectors in the classrooms to enhance ICT enabled teaching.
- Printers made available for documentation and record keeping.
- Office automation packages for desktops like Open Office, MS Office and Antivirus purchased and updated.



Prof. Dr. Manjusha Kulkarni

I/C Principal

VC PRINCIPAL

**R.N.C.Arts,J.D.B. Commerce and
N.S.C. Science College, Nasik Road**



Annual e-governance Report for 2022-23:

1. New version of Tally business Solutions was updated in the Accounting Department.
2. Online Admission forms were developed for the students.
3. All the assessment Marks were uploaded on the University Portal in time.
4. The College website updating and maintenance services are continued with
5. Library e-resources were used to access the required e-books and e-journals through college website. College registered as NDLI club under the National Digital Library of India.
6. Google Meet, Zoom and Microsoft Teams applications were used to conduct online classes and organizing different events and activities in the College.
7. WhatsApp messenger Application used for the fast communication of various notices and important information.
8. All online administrative and academic work done properly in time like AISHE, Maha DBT, Scholarships, University Work etc.



Prof. Dr. Manjusha Kulkarni

I/C Principal

I/C PRINCIPAL

**R.N.C.Arts,J.D.B. Commerce and
N.S.C. Science College, Nasik Road**

