

R. C. Patel Educational Trust's **R. C. Patel Arts, Commerce and Science College Shirpur-425405,** Karvand Naka, Dist.- Dhule (Maharashtra) E-mail - principal@rcpasc.ac.in

Affiliated to: K. B. C. North Maharashtra University, Jalgaon-425001

Self Study Report (SSR): 2024 (4th Cycle)



Criteria - 6 Governance, Leadership and Management

Key Indicator – 6.2 Strategy Development and Deployment

Metric No. - 6.2.2 (QnM)

Institution implements e-governance in its operations

Submitted to

National Assessment and Accreditation Council, Bangalore



Date: 15/06/2024

Declaration

This is to declare that, the information, reports, true copies of the supporting documents, numerical data etc. submitted in these files is verified by Internal Quality Assurance Cell (IQAC) and it is correct as per the office record.

This declaration is for the purpose of NAAC accreditation of the HEI for the 4th cycle assessment period 2018-19 to 2022-23.

Place: Shirpur

Date: 15/06/2024

Dr. Sandip P. Patil IQAC Co-ordinator IQAC Coordinator R. C. Patel Educational Trust's R. C. Patel Arts, Commerce and Science College Shirpur, Dist.-Dhule (M.S.) 425405



Dr. D. R. Patil IQAC Chairman & Principal PRINCIPAL R. C. Patel Educational Trust's R. C. Patel Arts, Commerce and Science College Shirpur, Dist.-Dhule (M.S.) 425405

RCPET'S R. C. PATEL ARTS, COMMERCE AND SCIENCE COLLEGE, SHIRPUR-425405

<u>ANNUAL</u> E-GOVERNANCE REPORT

2018-19 TO 2022-23

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RCPET'S R. C. PATEL ARTS, COMMERCE AND SCIENCE COLLEGE, SHIRPUR-425405

ANNUAL

E-GOVERNANCE REPORT



Annual e-Governance Report for the year 2018-19

E-Governance in college allows the use of Information and Communication Technologies to improve communication, promote transparency and accountability, and increase cost and time effectiveness. The overwhelming response of human resources to digital technology has strengthened the prospects of e-governance in different areas of operations. The college has been practicing e-governance in academic and non-academic functions for a few years.

E-Governance reviews the meeting of the college is held periodically. For the years 20218-19, the review was done in the second week of May 2018. Different issues related to the implementation of the e-Governance system were discussed in the meeting. A review of the functioning of the important available software is considered in the meeting. It was generally felt that e-Governance would be more efficient and convenient with the related module of ERP in terms of planning and follow-up. Maintenance of transparency in the admission process by sharing information with the stakeholders is smooth through ERP and the website. Some of the major organizational functions conducted through online mode are-

1) All the college staff use official e-mail IDs for official communication.

2) Minutes of meetings of IQAC, various committees, etc. are made available on the website for the consumption of stakeholders.

3) The smooth functioning of the library, data of the books and journals processes, and library activities such as acquisition, cataloging, circulation, administration, reporting, etc. are done using the various software that facilitated library management.

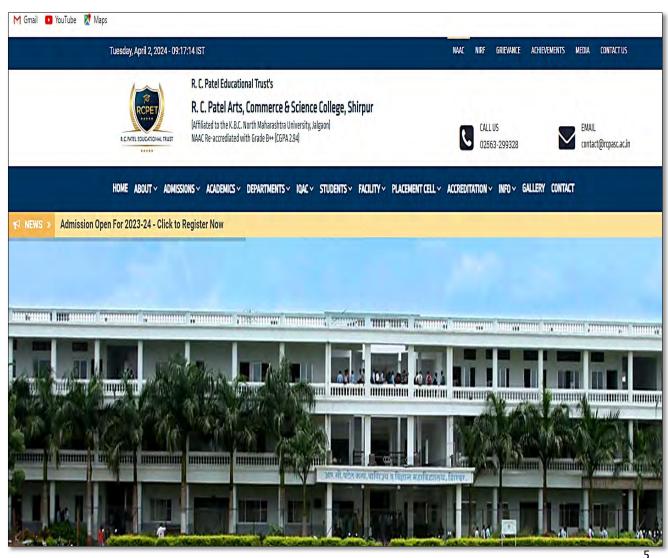
4) What App Groups have been created for sharing instructions, information, directions, important announcements, and notices with all the employees.

Administration:

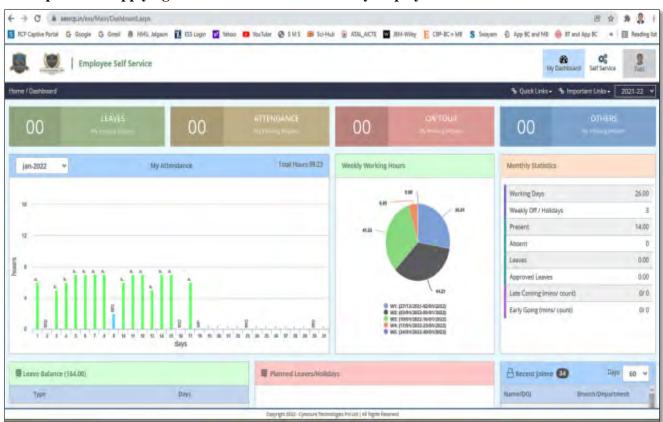
As far as possible, communications and information flow are paperless and online the staff and students communicate with each other through email and other digital platforms. Committed and strictly monitored What App Groups have been created for sharing instructions, information, directions, important announcements, and notices to all the employees. The College has a biometric attendance system which is compulsory for all the staff.

The staff attendance can be monitored through this. Salary is paid to the staff through net banking and salary slips can be downloaded online to all the staff members.

Computers are used to record and track attendance, internal assessment, semester-end consolidated reports, payroll, pay-slip generation, faculty course mapping, etc. The college website is well managed and maintained by the Website and Automation Committee. It is user-friendly for smooth access and operation. All official communications and notices are sent via e-mails and updated on the website from time to time. What's App Groups are also used for sharing important college updates and notices promptly. The college has ICT ICT-enabled conference seminar hall with projectors and screens, and CCTV cameras are installed and maintained at key locations of the college for surveillance.



College Website (www.rcpasc.ac.in)



The process of applying for leave online can be done by employee

The acknowledgement of N-List bills for 2018

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	R. C. Patel Arts Commerce and	Science College, Shirpur (Dist Dhule)
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		mbership fee has been revised fro net.ac.in/join.php and send the re	om August 2015. For details, please visit maining amount RS.0.
	You can download the above fee http://nlist.inflibnet.ac.in/ddinfo.ph	receipt along with invoice after realinp.	sation of the payment, from
	For any queries regarding NLIST	Payment, please mail to paymentin	fo@inflibnet.ac.in .
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	Thanking you.		
	With regards,		
	NLIST Team		
	INFLIBNET Centre		
	Infocity, Gandhinagar - 382007		
	Phone:079-23268243/44/45		
	Email: college@inflibnet.ac.in,		

The acknowledgement of N-List bills for 2019

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You can download the above fee receipt along with http://nlist.inflibnet.ac.in/ddinfo.php.	invoice after realisation of the payment, from
For any queries regarding NLIST Payment, please r	mail to paymentinfo@inflibnet.ac.in .
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Thanking you.	
With regards,	
NLIST Team	
INFLIBNET Centre	
Infocity, Gandhinagar - 382007	
Phone:079-23268243/44/45	
Email: college@inflibnet.ac.in,	

What's App group for faculty members to share college information and communication



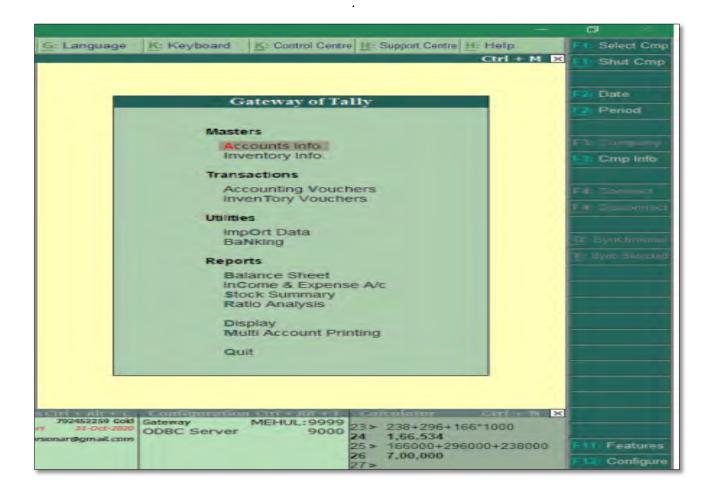
Finance & Accounts:

As a key ingredient of the e-Governance concept and as per the guidelines of the authorities, all kinds of financial transactions above the stipulated limit have become online cashless. A few important activities carried out digitally are as follows:

The salaries and other benefits of employees are paid online through the bank. The payment of scholarships. Honorariums and all purchase transactions are executed cashless and online.

Fess Payer software is used to track the fee payment of every student. Some of the other functions include the generation of receipts, the generation of financial reports, etc. Necessary reports and books of accounts are generated from the software which helps in quick retrieval of data and auditing.

Tally ERP 9 is used by the accounts office to maintain all the financial records and data of the college such as generating reports, Profit And Loss Statement, Balance Sheet, etc. The Payroll Management System at the college is assisted through various software which helps in calculating salary, payroll reports, generating pay slips, etc. The staff members can download pay slips through the portal with their user-id, to manage the funds received from the Government, a complete TDS filing and compliance software to manage TDS, e-TDS Filing, Returns, and TDS Compliance, etc.



The bill of the purchase for Microsoft software: Cloud Based ERP Solution for the year 2018

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The bill of the purchase for Biometric System for Face Reader Uface 402 for the year 2018

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The bill of the purchase for Biometric Device IN02-A for the year 2018

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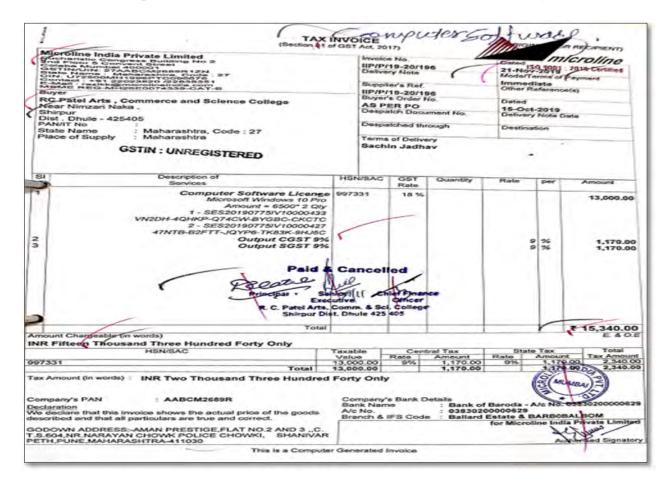
The bill of the purchase for Microsoft software: Cloud Based ERP CCMS for the year 2019

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The bill of the purchase for Tally.ERP 9 Silver to Tally.ERP 9 Gold for the year 2019

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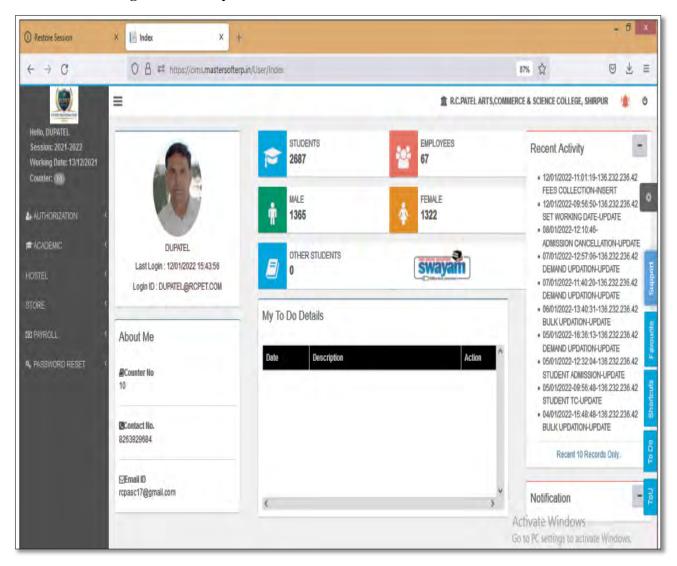
The bill for the Computer Software Licence for Microsoft Windows 10 Pro for the year 2019



Students Admission and Support:

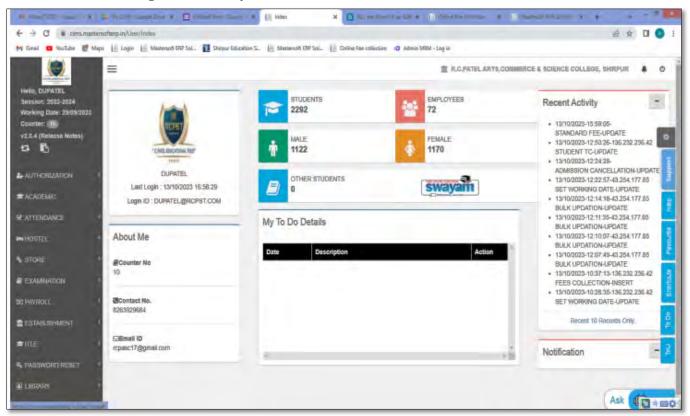
For the smooth functioning of the admission process and tracking of admission inquiries, modern online communication channels are used. Admission and related activities including disclosure of admission rules and schedule, verification of documents, payment of fees & other admission formalities, and counseling of the students are done online to the extent possible. Wherever necessary, relevant details are published on the college website. Disclosure of student-centric information is also done on the website.

The R. C. Patel Arts, Commerce, and Science College have a Student Admission Portal that is used for managing the admissions in the college. It also manages many other aspects such as the number of students applying to each course, withdrawals, fee submissions, etc. The college also facilitates academic pursuits by providing easy access to computer labs with the latest software. The entire campus is Wi-Fi enabled. The college has a well-stocked and fully automated library system. It uses a free, open-source, fully featured, and scalable library management system.



Portal for the college admission system

Portal for the college admission system



Fees Payer: Payment of admission fees is made online

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Examination System:

There is a fully computerized Examination Management System that complies with all guidelines and instructions by K.B.C.N.M. University Jalgaon and other agencies regarding the conduct of exams, maintains curriculum, and publishes results online for different courses and programs. Students can access the college website to get updates on examination-related matters including dates and timetables. Online messages are sent to students, whenever needed, regarding examination dates, rules, and regulations. The interface has become an integral part of the system. The e-governance procedure is not only accurate and cost-effective but also creates transparency in the entire working system of the college.

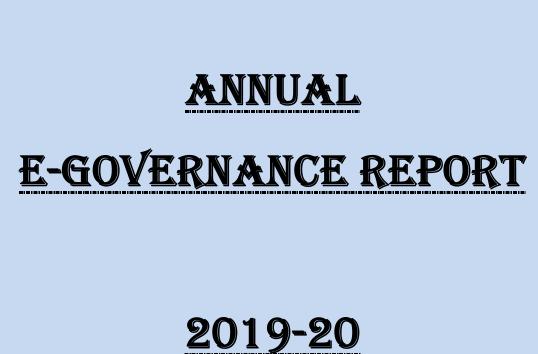
College of Examination Management System for generating examination seat numbers of the students, uploading Internal Assessment Theory Marks, Practical Marks, and Term-End Marks, etc.

Secretary, Governing Council, R. C. Patel Educational Trust's, Shirpur-425405



Principal, R.C.P.E.T's R. C. Patel Arts, Commerce and Science College, Shirpur-425405

RCPET'S R. C. PATEL ARTS, COMMERCE AND SCIENCE COLLEGE, SHIRPUR-425405



Annual E-Governance Report for the year 2019-20

E-Governance at the college aims to leverage information and communication technologies to enhance communication, transparency, accountability, and operational efficiency. In recent years, the college has integrated e-Governance across both academic and non-academic domains.

Implementation of E-Governance:

To monitor progress and address issues related to e-Governance implementation, the college conducts regular review meetings. In May 2019, the review meeting for the 2019-20 academic years concentrated on operational challenges and software performance.

Administration:

Efforts are being made to reduce paper usage by encouraging online communication and information exchange among staff and students. Staff members communicate via email and various digital platforms. Dedicated and closely monitored what's app groups have been established to distribute instructions, information, directions, important announcements, and notices to all employees. The college enforces a mandatory biometric attendance system (face recognizer) for all staff, ensuring accurate attendance monitoring. Staff salaries are processed through net banking, with salary slips can download online.

During COVID, faculty and students were given remote access to all e-resources to ensure a smooth teaching-learning process, online teaching using Google Classroom and Zoom Meetings, Google Meet, and advanced concepts in Google Classroom & Zoom Meet were organized by various committees and departments in collaboration with IQAC. These programs aimed to familiarize faculty with new teaching and communication methods.

- During the pandemic, all classes were conducted online. Students living in remote areas were connected via e-learning platforms such as Google Meet, Zoom, and MS Teams. These platforms ensured effective knowledge transfer during the pandemic.
- The college faculty conducted and attended a series of webinars on various important issues, both academic and non-academic. Some webinars addressed topics related to COVID issues management.

The e-Governance system of the administration has the following features:

• Creation and Management

- Creation of departments, courses, and branches.
- Management of course fees, including due dates and fines.
- Mapping users to appropriate user levels.

• Data Management:

- Backup and restoration of data.
- Uploading data to the college website.
- Maintaining the college records.

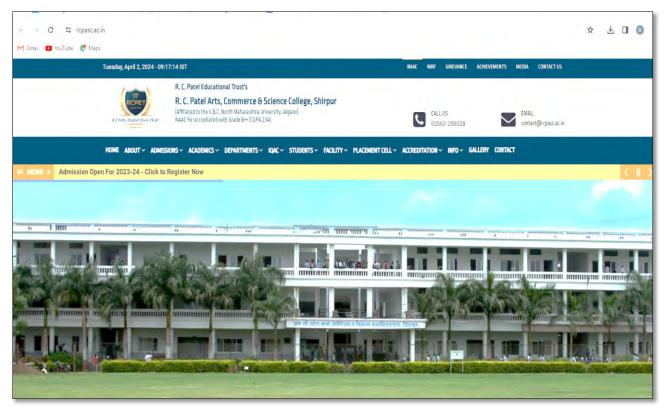
Academic Management:

- Setting the academic calendar.
- Posting news and events for user notice.
- Faculty entry of attendance and marks.
- Analysis of student attendance.
- Displaying a complete student profile on a single screen.
- Uploading resources like notes for students.
- Integration with attendance capturing devices.
- Collecting student feedback on faculty.
- Sending attendance shortage massage to parents.

• Course and Faculty Management:

- Creating and managing timetables and faculty teaching assignments.
- Managing academic projects.
- Maintaining the faculty academic register.
- Tracking faculty workload and other records.
- Issuing circulars.

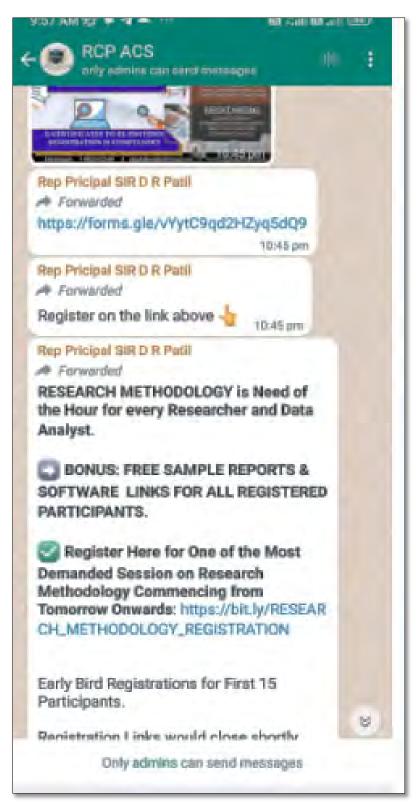
College Website (<u>www.rcpasc.ac.in</u>)



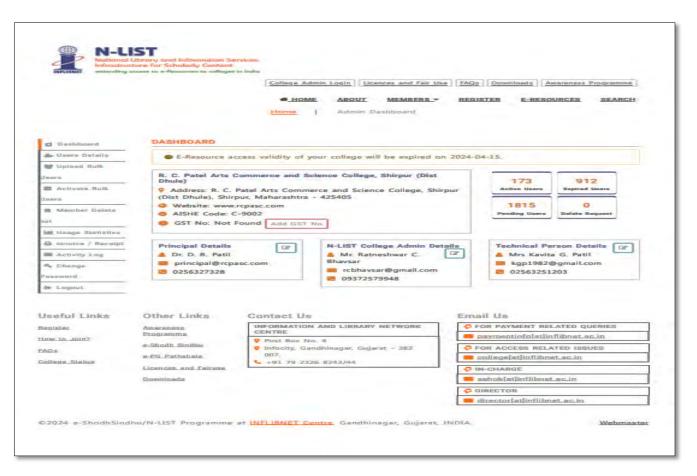
K. B. C. North Maharashtra University, Jalgaon Website (www.nmu.ac.in)



What's App group for faculty members to share college information and communication



The N-List Dashboard is a feature of the College Library System



The College Library System entails faculties to register for e-books on the College N-List

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	Q	BHAMRE HARSHALI LILADHAR	harshalibhamre002@gmail.com	Student	Under Graduate	2025-03- 31	•		
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		Lohar Tulsi liladhar	tulsilohar1104@email.com	Student	Under Graduate	2025-03- 31	•		
		Lohar Tulsi liladhar	tulsilohar1104@gmail.com	Student	Under Graduate	2025-03- 31	0		

Payment Acknowledge_NLIST Prog 1 message	Iramme
Nlist Team <paymentinfo@inflibnet.ac.in> To: Principal <principal@rcpasc.com> Cc: Administrator <rcbhavsar@gmail.com></rcbhavsar@gmail.com></principal@rcpasc.com></paymentinfo@inflibnet.ac.in>	Mon, May 13, 2019 at 9:47 PM
To :	
Principal,	
R. C. Patel Arts Commerce and Science College,	Shirpur (Dist Dhule)
Dear Sir,	
	5900 vide DD/Cheque/RTGS/NEFT No. MAHBH19093332086 dated I membership fee of NLIST Programme for the period 01/04/2019 to
Kindly note that the annual membership fee has website at http://nlist.inflibnet.ac.in/join.php at	as been revised from August 2015. For details, please visit our nd send the remaining amount RS.0.
You can download the above fee receipt along with http://nlist.inflibnet.ac.in/ddinfo.php.	th invoice after realisation of the payment, from
For any queries regarding NLIST Payment, please	e mail to paymentinfo@inflibnet.ac.in .
	ing no userID and password for accessing NLIST e-resources, kinldy tetter[docx] to college@inflibnet.ac.in. We will happy to provide
Thanking you.	
With regards,	
NLIST Team	
INFLIBNET Centre	
Infocity, Gandhinagar - 382007	
Phone:079-23268243/44/45	
Email: college@inflibnet.ac.in,	

Finance & Accounts:

As an integral part of e-governance and by regulatory guidelines, all financial transactions above a specified limit are conducted online, eliminating cash transactions. Key digital activities include:

1. Online Payments:

- Salaries and other employee benefits are paid through Bank/NEFT/RTGS.
- Scholarships, honorariums, and procurement transactions are processed cashless.

2. Financial Management Software:

- Tally and ERP 9 software are used to track student fee payments, generate receipts, produce financial reports, and facilitate quick data retrieval and auditing.
- The software generates necessary reports and books of accounts, aiding in data retrieval and auditing.
- The accounts office uses Tally ERP 9 to maintain all financial records and data of the college, such as generating reports, profit and loss statements, balance sheets, etc.

3. Payroll Management:

- Various software tools assist in calculating salaries, generating payroll reports, and producing pay slips.
- Staff members can access their pay slips through a portal using their user ID.

4. Compliance and Fund Management:

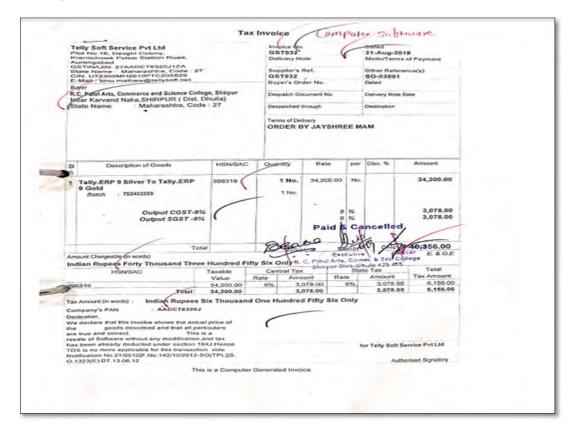
The college uses comprehensive TDS filing and compliance software to manage TDS, e-TDS filing, returns, and TDS compliance, ensuring proper management of funds received from the government.

Liabilities	R.C.Patel Arts, Comm. and Sci. College NG 2223 as at 31-Mar-2023 Assets	R.C.Patel Arts, Comm. and Sci. College NG 22-23 as at 31-Mar-2023
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The bill of the purchase for Microsoft software: Cloud Based ERP CCMS for the year 2019

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The bill of the purchase for Tally.ERP 9 Silver to Tally.ERP 9 Gold for the year 2019



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The bill of the purchase for Microsoft software: Cloud Based ERP CCMS for the year 2020

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The e-Governance accounts system has the following features:

• Financial Management:

- Creation of revenue and expenditure heads.
- Department-wise budgets.
- Head-wise revenue and expenditure reports.
- Maintenance of bank accounts and transactions.
- Day book and cash book maintenance.
- Generation of profit and loss statements.

• Student Financial Services:

- Collection of attendance fines and exam fees.
- Processing of fee refunds to students.
- Estimation and management of student loans.
- Supplier and Vendor Management:
 - Handling supplier payments and managing dues.

E-Governance in Student Admission and Support

To streamline the admission process and manage inquiries efficiently, the college utilizes modern online communication channels. The admission procedures, including disclosure of rules, schedules, document verification, fee payments, and student counselling are conducted online whenever feasible. Relevant details are published on the college website to ensure transparency and provide student-centric information. Key features of the e-Governance student admission and support system include:

- Online Admission Portal:
 - The R. C. Patel A.C.S. College Student Admission Portal manages the entire admission process.
 - It handles various aspects such as the number of students applying to each course, withdrawals, and fee submission.
 - - Admission-related grievances are addressed through the admission support committee and grievance committee members.
- Communication and Information:
 - Admission procedures and student information are disclosed on the college website.
- Academic Support:
 - The college facilitates academic pursuits by providing easy access to three computer labs equipped with the latest software.
 - The entire campus is Wi-Fi enabled.
 - The college has a well-stocked and fully automated library with an Integrated Library Management System (ILMS), which is free, open-source, fully featured, and scalable.

• Data Management:

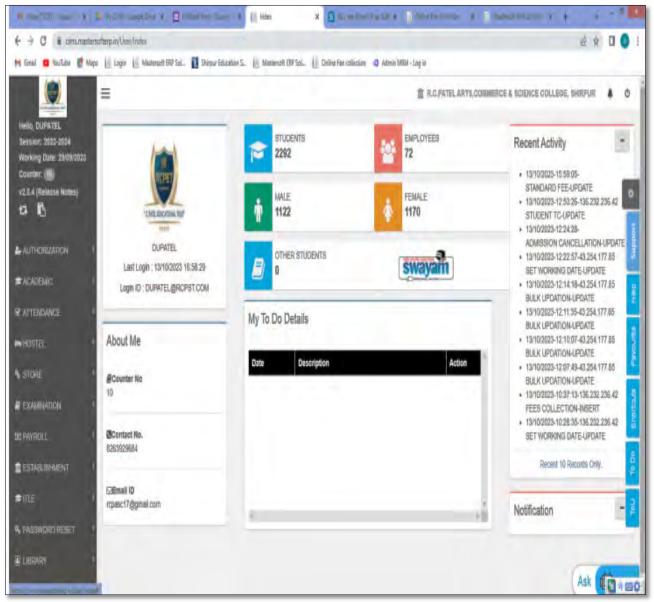
- Imports of student data from Excel sheets, admission registers, and records of castes and sub-castes.
- Tracking certificates to be submitted by students and managing re-admission of detained students.
- Reporting:
 - Generation of various reports related to admissions and student management.

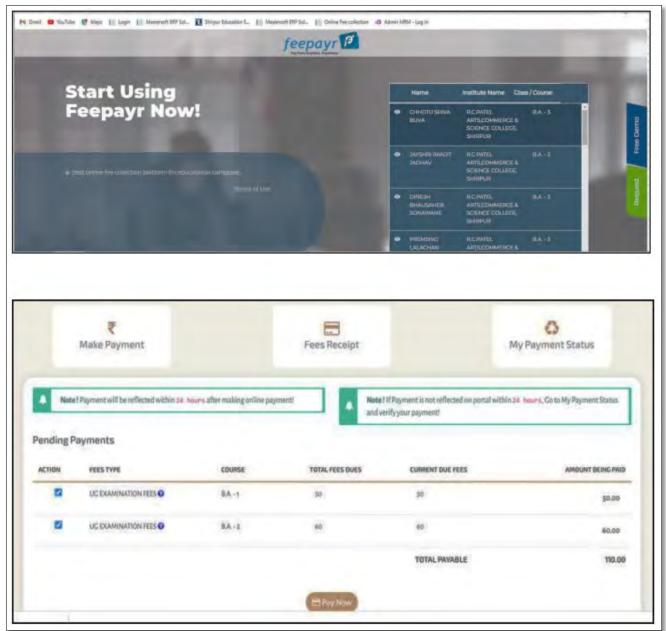
Library System Features-The library system includes the following features:

- Regulations:
 - Establishment and maintenance of library rules for students and staff.
- Cataloguing and Inventory:
 - Entry and upload of books, journals, and magazines.
 - Management of book bank students and book reservations.
 - Handling book issues, returns, and renewals.

- Printing barcodes and providing Online Public Access Catalogue (OPAC) and search functionality.
- Subscriptions and Database Management:
 - Management of journal and magazine subscriptions and renewals.
 - Maintenance of a comprehensive database of titles, authors, and publishers.
- Data Management:
 - Backup and restore of library data.
 - Management of library budgets and expenditures, including purchases and receipts.
- Stock Management:
 - Conducting stock verification and generating various reports.

Portal for the college admission system





Fees Payer: Payment of admission fees is made online

Examination System:

The college operates a fully computerized examination cell compliant with guidelines from K.B.C. North Maharashtra University (K.B.C.N.M.U.) and other regulatory bodies. This cell is accountable for maintaining the curriculum and publishing results online for various courses and programs. The system ensures accuracy, cost-effectiveness, and transparency in the college's operations through e-Governance procedures.

Key features of the e-Governance examination system include:

• Curriculum and Results Management:

- Maintenance of the curriculum.
- Online publication of results for various courses and programs.
- Student Access and Communication:
 - Students can access the college website for updates on examination-related difficulties such as dates and timetables.
 - Online notifications regarding examination dates, rules, and regulations are sent to students as needed.
- Examination Support Systems:
 - K.B.C. North Maharashtra University examination support is facilitated by the Examination Portal and it is used by college students and staff.
 - During the COVID-19 pandemic, all examinations were held online using the online examination portal.
 - Examination-related grievances are addressed through a dedicated email ID provided by the university.
- Exam Fee Collection & Exam Schedules, Student Registrations for Regular and Supply Exams.
- Seating Arrangement for External Exams & D-Forms, Entry and Upload of External and Internal Exams Marks.
- External and Internal Marks Analysis & Reports, Progress Reports & Attendance Reminders.
- Supplementary & Detained Students, Invigilation Charges for Staff, Reports.

The adoption of e-Governance in the examination system at R.C. Patel Arts, Commerce, and Science College has brought significant improvements in multiple areas:

- Enhanced Operational Efficiency: The digitization of curriculum management, result publication, and examination notifications has streamlined processes, reducing administrative load and ensuring timely updates.
- **Increased Transparency**: Online access to examination schedules, rules, and results has promoted transparency, allowing students to stay informed and track their academic progress easily.
- **Improved Accessibility**: The implementation of online platforms enables students to access important examination information from anywhere, enhancing convenience and ensuring continuity, especially during disruptions like the COVID-19 pandemic.

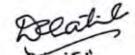
 Cost-Effectiveness: By reducing the reliance on physical paperwork and manual processes, the e-Governance system lowers operational costs and supports sustainable practices.

In conclusion, the integration of e-Governance in the examination system at R.C. Patel Arts, Commerce and Science College has significantly enhanced the efficiency, transparency, and accessibility of examination processes. This aligns with the institution's commitment to leveraging technology to improve educational outcomes and the overall student experience.

Patel

of eno

Secretary, Governing Council, R. C. Patel Educational Trust's, Shirpur-425405



Principal, R.C.P.E.T's R. C. Patel Arts, Commerce and Science College, Shirpur-425405

RCPET'S R. C. PATEL ARTS, COMMERCE AND SCIENCE COLLEGE, SHIRPUR-425405



E-GOVERNANCE REPORT



Annual E-Governance Report for the year 2020-21

E-Governance at R. C. Patel A. C. S. College leverages information and communication technologies to improve communication, transparency, accountability, and operational efficiency. In recent years, we have fully integrated e-governance into both academic and non-academic functions.

Implementation of E-Governance: The review meeting for 2020-21 was held in May 2020, focusing on operational challenges and software performance. The college conducts regular review meetings to assess progress and address challenges related to e-Governance implementation.

Online Organizational Functions:

- All staff members use official college email IDs for official communication.
- Minutes of various committees and IQAC meetings are consistently published on the college website for stakeholder accessibility.
- Library management, including acquisition, cataloging, circulation, and reporting, is streamlined through dedicated software, ensuring library management.
- Regular computer awareness programs are conducted for faculty and students to promote digital literacy.
- What are App groups are effectively utilized for disseminating instructions, information, announcements, and notices to all employees.

Administration:

Efforts are being made to reduce paper usage by encouraging online communication and information exchange among staff and students. Staff members communicate via email and various digital platforms. Dedicated and closely monitored whats app groups have been established to distribute instructions, information, directions, important announcements, and notices to all employees. The college enforces a mandatory biometric attendance system (face recognizer) for all staff, ensuring accurate attendance monitoring. Staff salaries are processed through net banking, with salary slips issued online. Additionally, online student satisfaction surveys are conducted to gauge their level of satisfaction.

During COVID-19, faculty and students were given remote access to all e-resources to ensure a
smooth teaching-learning process, online teaching using Zoom Meet, Google Classroom, and
Google Meet, and advanced concepts in Google Classroom & Google Meet was organized by
various committees and departments in collaboration with IQAC. These programs aimed to
familiarize faculty with new teaching and communication methods.

- During the pandemic, all classes were conducted online. Students living in remote areas were connected via e-learning platforms such as Google Meet, Zoom, and MS Teams. These platforms ensured effective knowledge transfer during the pandemic.
- The college faculty conducted and attended a series of webinars on various important issues, both academic and non-academic. Some webinars addressed topics related to COVID-19 management.

The e-Governance system of the administration has the following features:

• Creation and Management:

- Creation of departments, courses, and branches.
- Management of course fees, including due dates and fines.
- Mapping users to appropriate user levels.

• Data Management:

- Backup and restoration of data.
- Uploading student data to the college website.
- Maintaining the college records.

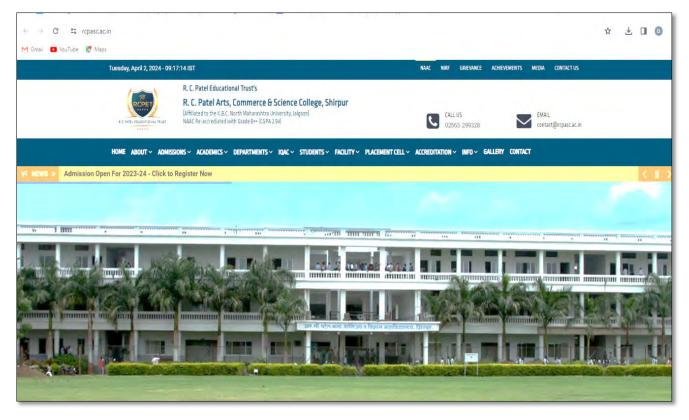
Academic Management:

- Setting the academic calendar.
- Posting news and events for user notice.
- Faculty entry of attendance and marks.
- Analysis of student attendance.
- Uploading resources like notes for students.
- Integration with attendance capturing devices.
- Sending attendance shortage notices to parents.

Course and Faculty Management:

- Creating and managing timetables and faculty teaching assignments.
- Managing academic projects.
- Maintaining the faculty academic register.
- Tracking faculty workload, Issuing circulars.

College Website (<u>www.rcpasc.ac.in</u>)



K. B. C. North Maharashtra University, Jalgaon Website (www.nmu.ac.in)



Mastersoft's ERP Management System (AI based Software): cim.mastersoft.erp.in

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What's App group for faculty members to share college information and communication

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		0
~ Ganesh Sonar	+91 82755 64019	
		0
Rep -Dr. Sandip Patil		
अतिशय कौतुकास्पद!! आपले ८ आणि बाकी		*
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The N-List Dashboard is a feature of the College Library System

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The College Library System entails faculties to register for e-books on the College N-List

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		BHAMARE RUPALI LILADHAR	rupalibharambe12@gmail.com	Student	Mathematics	2023-03- 31	0		
		BHAMRE HARSHALI LILADHAR	harshalibhamre002@gmail.com	Student	Under Graduate	2025-03- 31	0		
	Ō	lohar liladhar shaligram	liladharslohar 2323@gmail.com	Faculty	Library	2025-03- 31	0		
	•	Lohar Tulsi Iiladhar	tulsilohar1104@email.com	Student	Under Graduate	2025-03- 31	0		
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M Gmail	Ratneshwar Bhavsar <rcbhavsar@gmail.com< th=""></rcbhavsar@gmail.com<>
N-LIST: Payment Acknowledgement - College, Shirpur (Dist Dhule) (Ref No. 1 message	R. C. Patel Arts Commerce and Science INF/N-LIST/2020/1383)
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To Principal R. C. Patel Arts Commerce and Science College, S Shirpur - Maharashtra	hirpur (Dist Dhule)
Respected Sir/ Madam,	
	vide DD/Cheque/RTGS/NEFT No. MAHBH20225482886 dated s annual membership fee of N-LIST Programme for the period
Online receipt will be generated only after realization of will be generated (mostly by Second Week of the next	of DD/Cheque and GST payment. You will be intimated once receipt month).
For any queries regarding N-LIST Payment, please co	ontact us at paymentinfo@inflibnet.ac.in.
	nistrator's username and password, kindly send a separate email libnet.ac.in. We will be happy to provide N-LIST College
With regards,	
N-LIST Team INFLIBNET Centre (An IUC of UGC) Infocity, Opp. DA-IICT Gandhinagar - 382007, Gujarat Phone: 079-23268243/44 Email: college@inflibnet.ac.in (access related); payme	entinfo@inflibnet.ac.in (payment related)

Finance & Accounts:

As an integral part of e-governance and by regulatory guidelines, all financial transactions above a specified limit are conducted online, eliminating cash transactions. Key digital activities include:

1. **Online Payments**:

- o Salaries and other employee benefits are paid through Bank/NEFT/RTGS.
- o Scholarships, honorariums, and procurement transactions are processed cashless.

2. Financial Management Software:

- Tally and ERP 9 software are used to track student fee payments, generate receipts, produce financial reports, and facilitate quick data retrieval and auditing.
- The software generates necessary reports and books of accounts, aiding in data retrieval and auditing.
- The accounts office uses Tally ERP 9 to maintain all financial records and data of the college, such as generating reports, profit and loss statements, balance sheets, etc.

3. Payroll Management:

- Various software tools assist in calculating salaries, generating payroll reports, and producing pay slips.
- Staff members can access their pay slips through a portal using their user ID.

4. Compliance and Fund Management:

 The college uses comprehensive TDS filing and compliance software to manage TDS, e-TDS filing, returns, and TDS compliance, ensuring proper management of funds received from the government.

The e-Governance accounts system has the following features:

- Financial Management:
 - Creation of revenue and expenditure heads.
 - Department-wise budgets.
 - Head-wise revenue and expenditure reports.
 - Maintenance of bank accounts and transactions.
 - Day book and cash book maintenance.
 - Generation of profit and loss statements.

• Student Financial Services:

- Collection of attendance fines and exam fees.
- Processing of fee refunds to students.
- Estimation and management of student loans.
- Supplier and Vendor Management:
 - Handling supplier payments and managing dues.

Tally.ERP 9:9000													- O X
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The statement of account for the college: The college's income and expenditure statement

The bill of the purchase for Microsoft software: Cloud Based ERP CCMS for the year 2020

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Branch Name - Na Account No - 34	ndvan Nagpur 979484917 IN0011144							-2018		
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The bill of the purchase for Microsoft software: Cloud Based ERP CCMS for the year 2021



E-Governance in Student Admission and Support

To streamline the admission process and manage inquiries efficiently, the college utilizes modern online communication channels. The admission procedures, including disclosure of rules, schedules, document verification, fee payments, and student counselling are conducted online whenever feasible. Relevant details are published on the college website to ensure transparency and provide student-centric information. Key features of the e-Governance student admission and support system include:

- Online Admission Portal:
 - The R. C. Patel A.C.S. College Student Admission Portal manages the entire admission process.
 - It handles various aspects such as the number of students applying to each course, withdrawals, and fee submission.
 - - Admission-related grievances are addressed through the admission support committee and grievance committee members.

• Communication and Information:

• Admission procedures and student information are disclosed on the college website.

• Academic Support:

- The college facilitates academic pursuits by providing easy access to three computer labs equipped with the latest software.
- The entire campus is Wi-Fi enabled.
- The college has a well-stocked and fully automated library with an Integrated Library Management System (ILMS), which is free, open-source, fully featured, and scalable.
- Data Management:
 - Imports of student data from Excel sheets, admission registers, and records of castes and sub-castes.
 - Tracking certificates to be submitted by students and managing re-admission of detained students.
- Reporting:
 - Generation of various reports related to admissions and student management.

Library System Features-The library system includes the following features:

- Regulations:
 - Establishment and maintenance of library rules for students and staff.
- Cataloging and Inventory:
 - Entry and upload of books, journals, and magazines.
 - Management of book bank students and book reservations.
 - Handling book issues, returns, and renewals.
 - Printing barcodes and providing Online Public Access Catalogue (OPAC) and search functionality.
- Subscriptions and Database Management:
 - Management of journal and magazine subscriptions and renewals.
 - Maintenance of a comprehensive database of titles, authors, and publishers.
- Data Management:
 - Backup and restore of library data.
 - Management of library budgets and expenditures, including purchases and receipts.
- Stock Management:
 - Conducting stock verification and generating various reports.

Portal for the college admission system

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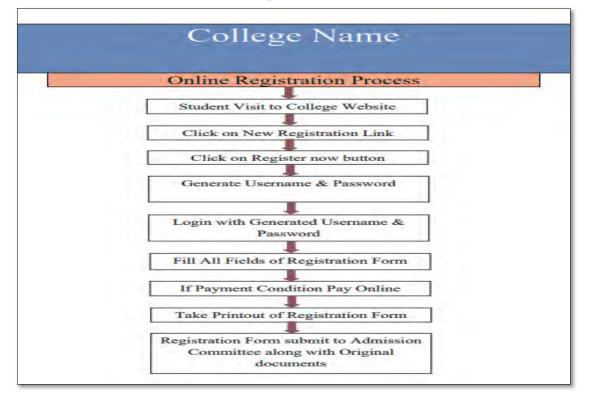
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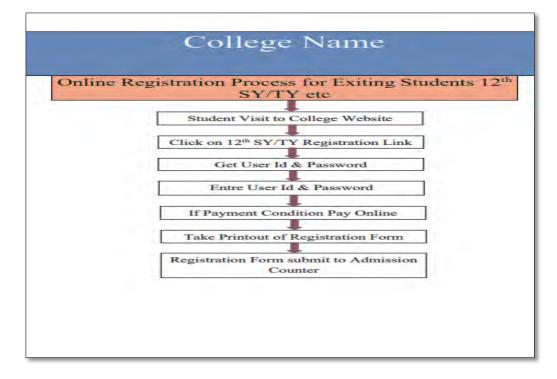
Fees Payment of admission fees is made online

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Online Admission Process: The admission process is online For First Year Students



Online Admission Process: The admission process is online For Second and Final Year and Third Year) Students



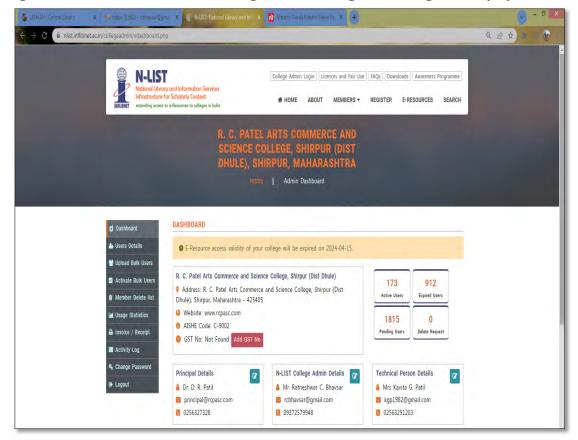
Scholarship Portal for Student Scholarships

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Scholarship Portal for Student Scholarships: Dashboard

College N-List: Students can access College N-List through the College Library System



College N-List: Students can access College N-List Dashboard through the College Library System

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College N-List: Registering students for e-book on the College N-List on the College Library System

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A system for the circulation of books by student in a college library

Examination System:

The college operates a fully computerized examination cell compliant with guidelines from K.B.C. North Maharashtra University (K.B.C.N.M.U.) and other regulatory bodies. This cell is responsible for maintaining the curriculum and publishing results online for various courses and programs. The system ensures accuracy, cost-effectiveness, and transparency in the college's operations through e-Governance procedures.

Key features of the e-Governance examination system include:

- Curriculum and Results Management:
 - Maintenance of the curriculum.
 - Online publication of results for various courses and programs.

- Student Access and Communication:
 - Students can access the college website for updates on examination-related difficulties such as dates and timetables.
 - Online notifications regarding examination dates, rules, and regulations are sent to students as needed.

On the Digital K.B.C.N.M.U. website, online marks entry for the year April-2020

	Home • My Login • My Settings • Logout • Calendar • Contact Us • Switch TO OA • CLC abai Chaudhari North Maharashtra University adited (4th Cycle) Jalgaon-425001, Maharashtra (India)
Data Entry Reports Data Sync	hronization
Reports Dashboard	Marks Entry Against Seat Number for R.C.Patel Education Trust's R.C. Patel, Arts Commerce And Science College, Shirpur (240051)
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The web	Photo Gallery • Visual Tour • Suggestion • Request Info • Complaints • FAQ • Disclaimer Copyright 2011. All Rights Reserved. Powered By (MKCL) site can be best viewed in 1024 [*] 768 resolution and required version of internet explorer is IE 7.0,Firefox 3.0 and above 129

On the Digital K.B.C.N.M.U. website, upload the online marks entry for the year Dec. 2021

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	 The Marks column should contain only whole numbers.
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	To mark "Unfair means", use "-2" in the Marks column against that particular Seat No./Code No.
	 If you want to import Bundle Number then Depending on the option selected,

• Examination Support Systems:

- K.B.C. North Maharashtra University examination support is facilitated by the Examination Portal and it is used by college students and staff.
- During the COVID-19 pandemic, all examinations were held online using the online examination portal.
- Examination-related grievances are addressed through a dedicated email ID provided by the university.
- Exam Fee Collection & Exam Schedules, Student Registrations for Regular and Supply Exams.
- D-Forms, Entry and Upload of External and Internal Exams Marks.
- External and Internal Marks Analysis & Reports, Progress Reports & Attendance Reminders.
- Supplementary & Detained Students, Invigilation Charges for Staff, Reports.

The adoption of e-Governance in the examination system at R.C. Patel Arts, Commerce and Science College has brought significant improvements in multiple areas:

- Enhanced Operational Efficiency: The digitization of curriculum management, result publication, and examination notifications has streamlined processes, reducing administrative load and ensuring timely updates.
- Increased Transparency: Online access to examination schedules, rules, and results has
 promoted transparency, allowing students to stay informed and track their academic
 progress easily.
- Improved Accessibility: The implementation of online platforms enables students to
 access important examination information from anywhere, enhancing convenience and
 ensuring continuity, especially during disruptions like the COVID-19 pandemic.
- Cost-Effectiveness: By reducing the reliance on physical paperwork and manual processes, the e-Governance system lowers operational costs and supports sustainable practices.

In conclusion, the integration of e-Governance in the examination system at R.C. Patel Arts, Commerce and Science College has significantly enhanced the efficiency, transparency, and accessibility of examination processes. This aligns with the institution's commitment to leveraging technology to improve educational outcomes and the overall student experience.

Governing Council, R. C. Patel Educational Trust's, Shirpur-425405



Principal, R.C.P.E.T's R. C. Patel Arts, Commerce and Science College, Shirpur- 425405

RCPET'S R. C. PATEL ARTS, COMMERCE AND SCIENCE COLLEGE, SHIRPUR-425405

ANNUAL

E-GOVERNANCE REPORT



Annual E-Governance Report for the year 2021-22

At our college, e-Governance endeavors to harness Information and Communication Technologies to enhance communication, transparency, accountability, and operational efficiency. Over the past years, we have fully integrated e-governance across both academic and administrative functions.

Key Highlights from the Report:

1. Implementation of E-Governance:

- Regular review meetings are conducted to evaluate progress and address challenges related to the implementation of e-governance.
- The review meeting for the previous year was held in May 2021, focusing on operational challenges and the performance of software systems.

2. Role of ERP:

- ERP modules play a crucial role in planning and follow-up activities, significantly improving efficiency and convenience in e-governance.
- Integration of ERP systems with the college website has enhanced transparency in our admission processes.

3. Online Organizational Functions:

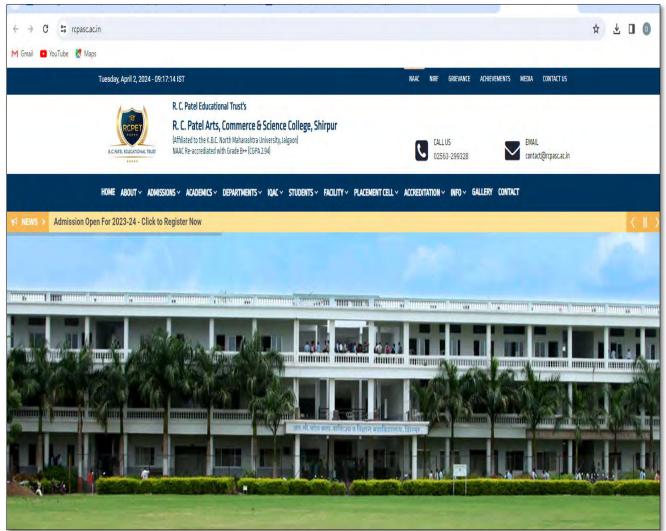
- All staff members use official college email IDs for official communications.
- Minutes of various committee and IQAC meetings are regularly published on the college website for easy stakeholder access.
- Library management activities, including acquisition, cataloging, circulation, and reporting, are streamlined through dedicated software, ensuring centralized management.
- Regular computer literacy programs are conducted for faculty and students to promote digital skills.
- What are App groups are effectively utilized to disseminate instructions, information, announcements, and notices to all employees.

Administration:

Efforts are focused on reducing paper usage by promoting online communication among staff and students. Communication occurs through email and various digital platforms. College has established closely monitored what are app groups for instructions, information, directions, announcements, and notices to all employees. The college enforces a mandatory biometric attendance system for all staff to monitor attendance. Staff salaries are processed via net banking, and salary slips are issued online to all staff members. There are paperless communications in the college and online mode is adopted for the same. Staff and students communicate with each other through email and other digital platforms.

- A committed What Apps Group has been created for sharing instruction information, direction, vital announcements, and notices to employees.
- For day-to-day operations we have our in-house event management incorporates all events conducted by all the departments, This Software is used to preserve view and obtain information about every student's activities.
- The college has a biometric attendance system compulsory for all the staff.
- The college has a staff attendance portal where all types of leave records are maintained. The portal is beneficial to keep the monthly record of attendance of all the staff.
- Salary is paid to the staff through net banking and salary slips is duly downloaded online to all the staff members.

College Website (<u>www.rcpasc.ac.in</u>)



K. B. C. North Maharashtra University, Jalgaon Website (www.nmu.ac.in)



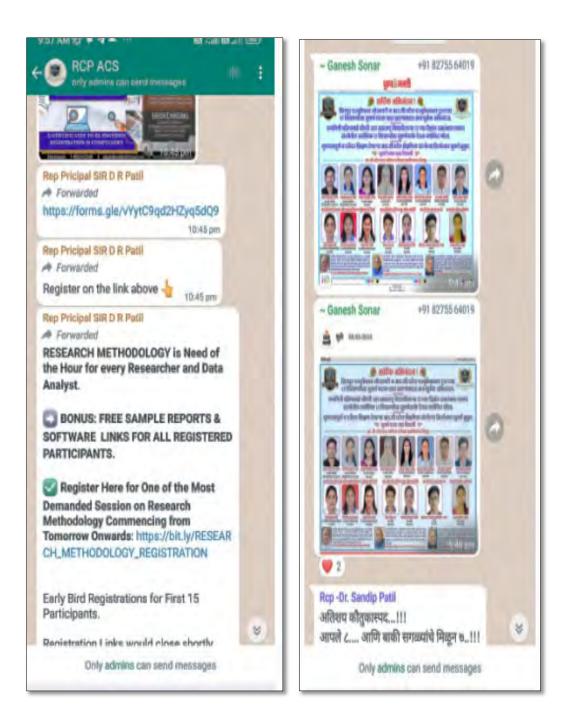
R. C. P. Patpedhi Report for June 2021

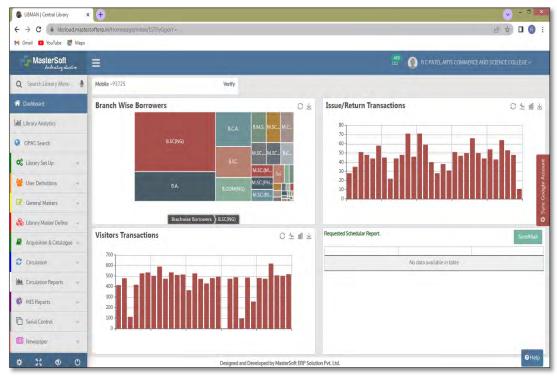
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1	MR DILIP RAMSING PATIL	SCIENCE	PRINCIPAL	26300	
2	MR BHARAT DAGA	ARTS	ASS.PROFESS OR	17600	
3	MR SANJAY GORAKH BACHHAV	SCIENCE	ASS.PROFESS OR	1300	
4	MR ANIL GAMBHIRRAO SONAWANE	ARTS	ASS.PROFESS OR	11300	
5	MR PRALHAD YADAV MAGARE	ARTS	ASS.PROFESS OR	4300	
6	MR AVINASH ARUN PATIL	SCIENCE	ASSOCIATE	15100	
7	MR SUDHAKAR SITATRAM CHAUDHARI	ARTS	ASS.PROFESS OR	19700	
8	MR DILIP ATMARAM	ARTS	ASS.PROFESS OR	3600	
9	MRS JYOTI PRADIP MAHASHABDE	SCIENCE	ASS.PROFESS OR	1300	
10	MR ARUN MADHUKAR	SCIENCE	ASS.PROFESS OR	1300	
11	MR RAGHUNATH PANDHARINATH MAHAJAN	SCIENCE	ASS.PROFESS OR	1300	
12	MR RAJU SITARAM PAWAR	ARTS	ASS.PROFESS OR	17400	
13	MR RAMESH DHANRAJ JADHAV	ARTS	ASS.PROFESS OR	1300	-
14	MR HARISHCHANDRA	SCIENCE	ASS.PROFESS	1300	

Biometric System for Students track student's attendance on a regular basis-



What's App group for faculty members to share institutional information and communication





The college library system is intended for faculty use

A system for the circulation of books by faculty in a college library

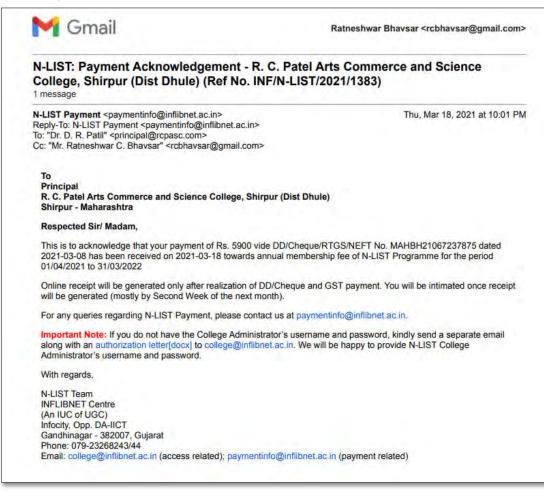
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College libraries are equipped with N-List facilities for colleges under the College Library System



The acknowledgement of N-List bills for 2020

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N-LIST: Payment Acknowledgement - R College, Shirpur (Dist Dhule) (Ref No. IN 1 message	
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To Principal R. C. Patel Arts Commerce and Science College, Shi Shirpur - Maharashtra	rpur (Dist Dhule)
Respected Sir/ Madam,	
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For any queries regarding N-LIST Payment, please cont	act us at paymentinfo@inflibnet.ac.in.
Important Note: If you do not have the College Administ along with an authorization letter[docx] to college@inflibe Administrator's username and password.	trator's username and password, kindly send a separate email net.ac.in. We will be happy to provide N-LIST College
With regards,	
N-LIST Team INFLIBNET Centre (An IUC of UGC) Infocity, Opp. DA-IICT Gandhinagar - 382007, Gujarat	



Finance & Accounts:

As an integral part of e-governance and by regulatory guidelines, all financial transactions above a specified limit are conducted online, eliminating cash transactions. Key digital activities include:

- 1. Online Payments:
 - Salaries and other employee benefits are paid through Bank/NEFT/RTGS.
 - Scholarships, honorariums, and procurement transactions are processed cashless.

2. Financial Management Software:

- Tally and ERP 9 software are used to track student fee payments, generate receipts, produce financial reports, and facilitate quick data retrieval and auditing.
- The software generates necessary reports and books of accounts, aiding in data retrieval and auditing.
- The accounts office uses Tally ERP 9 to maintain all financial records and data of the college, such as generating reports, profit and loss statements, balance sheets, etc.

3. Payroll Management:

- Various software tools assist in calculating salaries, generating payroll reports, and producing pay slips.
- Staff members can access their pay slips through a portal using their user ID.

4. Compliance and Fund Management:

 The college uses comprehensive TDS filing and compliance software to manage TDS, e-TDS filing, returns, and TDS compliance, ensuring proper management of funds received from the government.

The e-Governance accounts system has the following features:

• Financial Management:

- Creation of revenue and expenditure heads.
- Department-wise budgets.
- Head-wise revenue and expenditure reports.
- Maintenance of bank accounts and transactions.
- Day book and cash book maintenance.
- Generation of profit and loss statements.
- Student Financial Services:
 - Collection of attendance fines and exam fees.
 - Processing of fee refunds to students.
 - Estimation and management of student loans.
- Supplier and Vendor Management:
 - Handling supplier payments and managing dues.

The statement of account for the college: Accounting groups summary are used to conserve the financial reports of the college

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The bill for the purchase of Timelabs Professional Software: Additional Employee License for the year 2022

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The bill for the purchase of Biometric Fingerprint Software for the year 2022

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E-Governance in Student Admission and Support

To streamline the admission process and manage inquiries efficiently, the college utilizes modern online communication channels. The admission procedures, including disclosure of rules, schedules, document verification, fee payments, and student counselling are conducted online whenever feasible. Relevant details are published on the college website to ensure transparency and provide student-centric information. Key features of the e-Governance student admission and support system include:

- Online Admission Portal:
 - The R. C. Patel A.C.S. College Student Admission Portal manages the entire admission process.
 - It handles various aspects such as the number of students applying to each course, withdrawals, and fee submission.
 - •
 - Admission-related grievances are addressed through the admission support committee and grievance committee members.
- Communication and Information:
 - Admission procedures and student information are disclosed on the college website.
- Academic Support:
 - The college facilitates academic pursuits by providing easy access to three computer labs equipped with the latest software.
 - The entire campus is Wi-Fi enabled.
 - The college has a well-stocked and fully automated library with an Integrated Library Management System (ILMS), which is free, open-source, fully featured, and scalable.
- Data Management:
 - Imports of student data from Excel sheets, admission registers, and records of castes and sub-castes.
 - Tracking certificates to be submitted by students and managing re-admission of detained students.
- Reporting:
 - Generation of various reports related to admissions and student management.

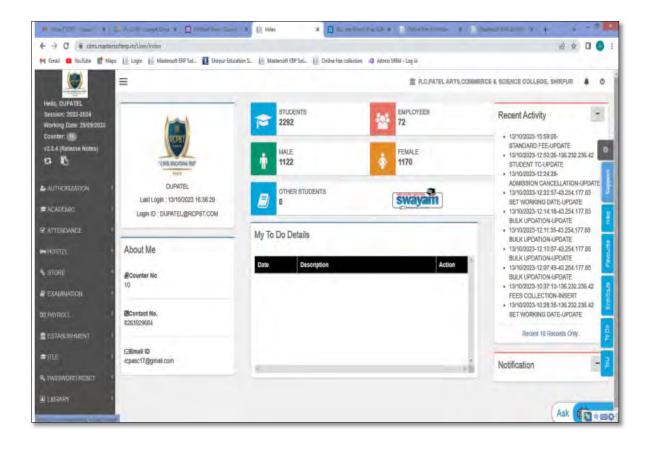
Library System Features-The library system includes the following features:

- Regulations:
 - Establishment and maintenance of library rules for students and staff.

• Cataloging and Inventory:

- Entry and upload of books, journals, and magazines.
- Management of book bank students and book reservations.
- Handling book issues, returns, and renewals.
- Printing barcodes and providing Online Public Access Catalogue (OPAC) and search functionality.
- Subscriptions and Database Management:
 - Management of journal and magazine subscriptions and renewals.
 - Maintenance of a comprehensive database of titles, authors, and publishers.
- Data Management:
 - Backup and restore of library data.
 - Management of library budgets and expenditures, including purchases and receipts.
- Stock Management:
 - Conducting stock verification and generating various reports.

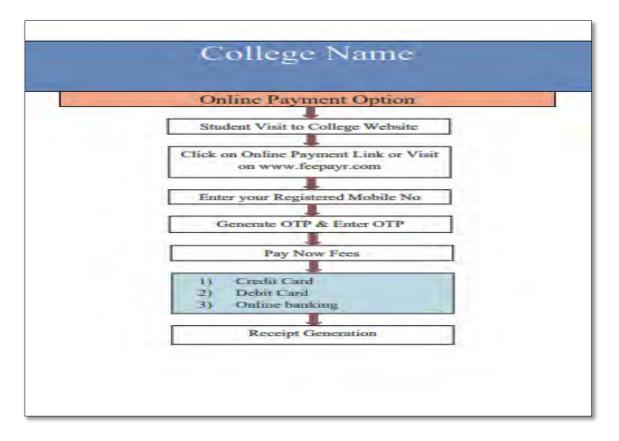
Portal for the college admission system



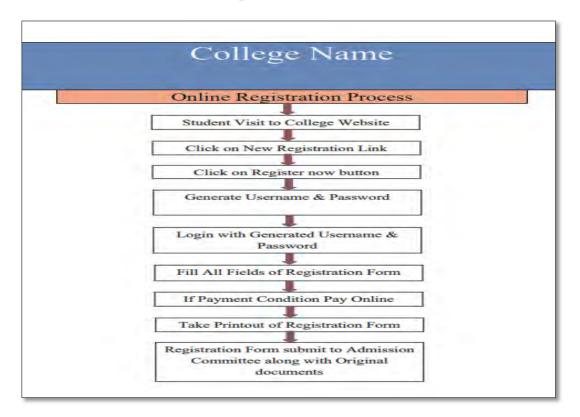
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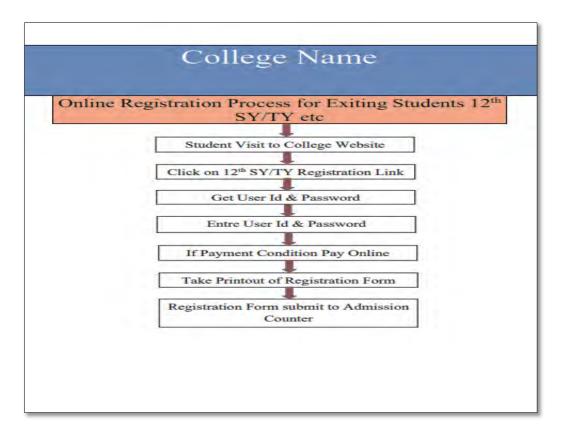
Fees Payment of admission fees is made online



Online Admission Process: The admission process is online For First Year Students



Online Admission Process: The admission process is online For Second and Final Year (Third Year) Students



Scholarship Portal for Student Scholarships

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Scholarship Portal for Student Scholarships: Dashboard

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College N-List: Students can access College N-List through the College Library System

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College N-List: Students can access College N-List Dashboard through the College Library System

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College N-List: Registering students for e-book on the College N-List on the College Library System

Infrastructure	to e-Resource	es to colleges in India	# НОМЕ		BERS - REGIS	TER E-RE	SOURCES	Programme
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	0	Jadhav Gayatri Liladhar	gayatrijadhav650@gmail.com	Students	Chemistry	2024-03- 31	0	
	٥	BHAMARE RUPALI LILADHAR	rupalibharambe12@gmail.com	Student	Mathematics	2023-03- 31	0	
		BHAMRE HARSHALI LILADHAR	harshalibhamre002@gmail.com	Student	Under Graduate	2025-03- 31	•	
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• Examination Support Systems:

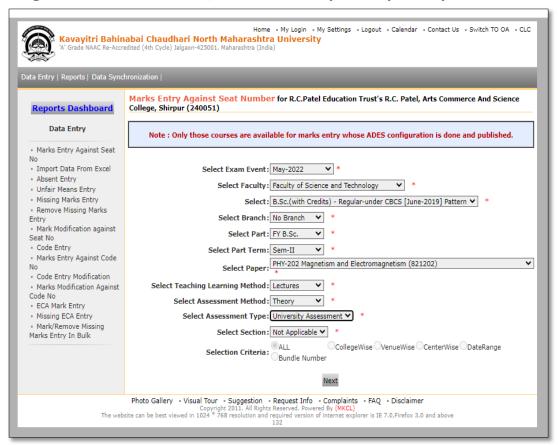
- K.B.C. North Maharashtra University examination support is facilitated by the Examination Portal and it is used by college students and staff.
- During the COVID-19 pandemic, all examinations were held online using the online examination portal.
- Examination-related grievances are addressed through a dedicated email ID provided by the university.
- Exam Fee Collection & Exam Schedules, Student Registrations for Regular and Supply Exams.
- D-Forms, Entry and Upload of External and Internal Exams Marks.
- External and Internal Marks Analysis & Reports, Progress Reports & Attendance Reminders.
- Supplementary & Detained Students, Invigilation Charges for Staff, Reports.

The adoption of e-Governance in the examination system at R.C. Patel Arts, Commerce and Science College has brought significant improvements in multiple areas:

On the Digital K.B.C.N.M.U. website, upload the online marks entry for the year Dec. 2021



On the Digital K.B.C.N.M.U. website, online marks entry for the year May-2022



- Enhanced Operational Efficiency: The digitization of curriculum management, result publication, and examination notifications has streamlined processes, reducing administrative load and ensuring timely updates.
- Increased Transparency: Online access to examination schedules, rules, and results has
 promoted transparency, allowing students to stay informed and track their academic
 progress easily.
- Improved Accessibility: The implementation of online platforms enables students to access important examination information from anywhere, enhancing convenience and ensuring continuity, especially during disruptions like the COVID-19 pandemic.
- Cost-Effectiveness: By reducing the reliance on physical paperwork and manual processes, the e-Governance system lowers operational costs and supports sustainable practices.

In conclusion, the integration of e-Governance in the examination system at R.C. Patel Arts, Commerce and Science College has significantly enhanced the efficiency, transparency, and accessibility of examination processes. This aligns with the institution's commitment to leveraging technology to improve educational outcomes and the overall student experience.

Secretary, Governing Council, R. C. Patel Educational Trust's, Shirpur-425405



R.C.P.E.T's R. C. Patel Arts, Commerce and Science College, Shirpur-425405

RCPET'S R. C. PATEL ARTS, COMMERCE AND SCIENCE COLLEGE, SHIRPUR-425405



E-GOVERNANCE REPORT



Annual E-Governance Report for the year 2022-23

At our college, e-Governance endeavors to harness Information and Communication Technologies to enhance communication, transparency, accountability, and operational efficiency. Over the past years, we have fully integrated e-governance across both academic and administrative functions.

Key Highlights from the Report:

4. Implementation of E-Governance:

- Regular review meetings are conducted to evaluate progress and address challenges related to the implementation of e-governance.
- The review meeting for the previous year was held in May 2022, focusing on operational challenges and the performance of software systems.

5. Role of ERP:

- ERP modules play a crucial role in planning and follow-up activities, significantly improving efficiency and convenience in e-governance.
- Integration of ERP systems with the college website has enhanced transparency in our admission processes.

6. Online Organizational Functions:

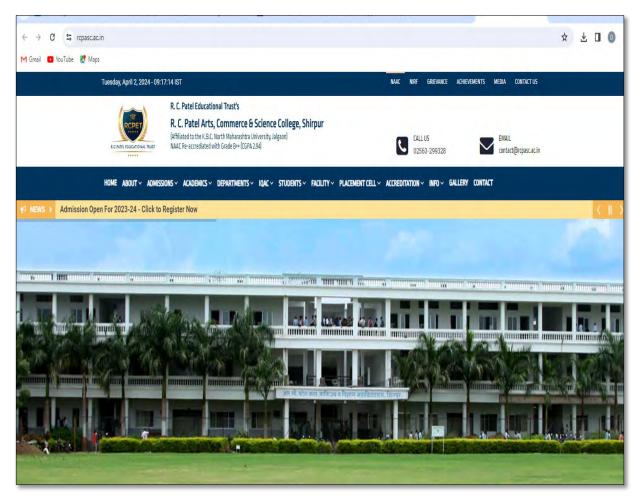
- All staff members use official college email IDs for official communications.
- Minutes of various committee and IQAC meetings are regularly published on the college website for easy stakeholder access.
- Library management activities, including acquisition, cataloging, circulation, and reporting, are streamlined through dedicated software, ensuring centralized management.
- Regular computer literacy programs are conducted for faculty and students to promote digital skills.
- What are App groups are effectively utilized to disseminate instructions, information, announcements, and notices to all employees.

Administration:

Efforts are focused on reducing paper usage by promoting online communication among staff and students. Communication occurs through email and various digital platforms. College has established closely monitored what are app groups for instructions, information, directions, announcements, and notices to all employees. The college enforces a mandatory biometric attendance system for all staff to monitor attendance. Staff salaries are processed via net banking, and salary slips are issued online to all staff members. There are paperless communications in the college and online mode is adopted for the same. Staff and students communicate with each other through email and other digital platforms.

- A committed What Apps Group has been created for sharing instruction information, direction, vital announcements, and notices to employees.
- For day-to-day operations we have our in-house event management incorporates all events conducted by all the departments, This Software is used to preserve view and obtain information about every student's activities.
- The college has a biometric attendance system compulsory for all the staff.
- The college has a staff attendance portal where all types of leave records are maintained. The portal is beneficial to keep the monthly record of attendance of all the staff.
- Salary is paid to the staff through net banking and salary slips is duly downloaded online to all the staff members.

College Website (<u>www.rcpasc.ac.in</u>)



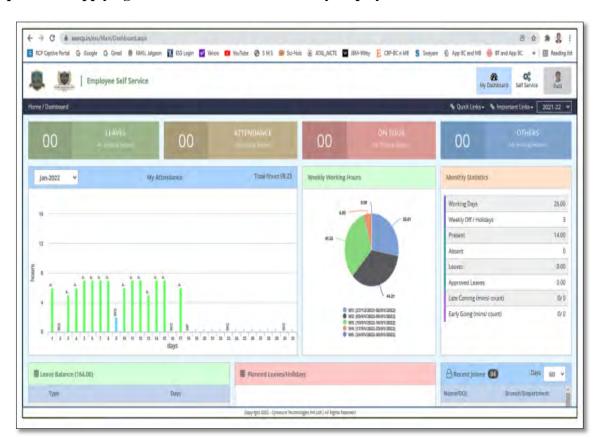


K. B. C. North Maharashtra University, Jalgaon Website (www.nmu.ac.in)

University Grant Commission website www.ugc.gov.in



The process of applying for leave online can be done by employee



The Employees Self Service Dashboard is used for online leave submission by faculty

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OTHERS	1,400.00		1,400.00	1,400.00	1,400.00	1,400.00
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G.P.F.	25,000.00		25,000.00	25,000,00	25,000.00	25,000.00
I,T	75,000.00		91,000.00	114,200.00	10,000.00	100,000.00
P.T	200.00		200.00	300.00	200.00	200.00
LIC	4,083.00		4,083.00	4,083.00	4,083.00	4,083.00
RCP PATPEDHI	26,500.00	26,500.00	26,500.00	26,500.00	26,500.00	26,500.00
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In Words For Feb 2023	: Rupees One Lak	ths Fifty-Eight Thous	and Three Hundre	d Eighty-Six Only	·	
In Words For Mar 2023	: Rupees Two Lak	ths Sixty-Three Thou	sand Five Hundre	d Seventy-One C	only	
In Words For Apr 2023	: Rupees One Lak	ths Seventy-Three T	housand Five Hun	dred Seventy-On	e Only	

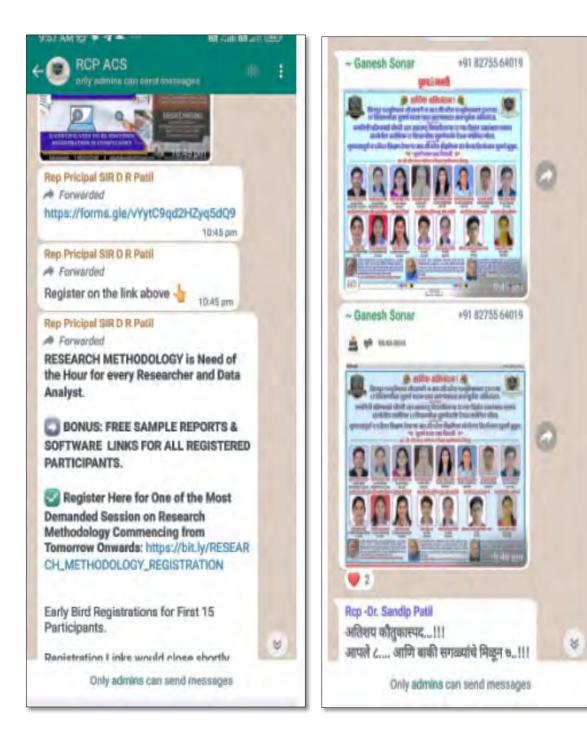
R. C. P. Patpedi Report

RC.PATEL ARTS, COMMERCE & SCIENCE COLLEGE, SHIRPUR SHIRPUR, DIST-DHULE. MAHARASHTRA 425405 RCP PATPEDHI Report for Jun2021 FOR SENIOR COLLEGE								
SR.NO.	EMPLOYEE NAME	DEPARTMENT	DESIGNATION	RCP PATPEDHI	REMARK			
TEACH	ING STAFF		1	1				
1	MR DILIP RAMSING PATIL	SCIENCE	PRINCIPAL	26300				
2	MR BHARAT DAGA	ARTS	ASS.PROFESS OR	17600				
3	MR SANJAY GORAKH BACHHAV	SCIENCE	ASS.PROFESS OR	1300				
4	MR ANIL GAMBHIRRAO SONAWANE	ARTS	ASS.PROFESS OR	11300				
5	MR PRALHAD YADAV MAGARE	ARTS	ASS.PROFESS OR	4300				
6	MR AVINASH ARUN PATIL	SCIENCE	ASSOCIATE	15100				
7	MR SUDHAKAR SITATRAM CHAUDHARI	ARTS	ASS.PROFESS OR	19700				
8	MR DILIP ATMARAM	ARTS	ASS.PROFESS OR	3600				
9	MRS JYOTI PRADIP MAHASHABDE	SCIENCE	ASS.PROFESS OR	1300				
10	MR ARUN MADHUKAR	SCIENCE	ASS.PROFESS OR	1300				
11	MR RAGHUNATH PANDHARINATH MAHAJAN	SCIENCE	ASS.PROFESS OR	1300				
12	MR RAJU SITARAM PAWAR	ARTS	ASS.PROFESS OR	17400				
13	MR RAMESH DHANRAJ JADHAV	ARTS	ASS.PROFESS OR	1300				
14	MR HARISHCHANDRA	SCIENCE	ASS.PROFESS	1300				

Biometric Machine



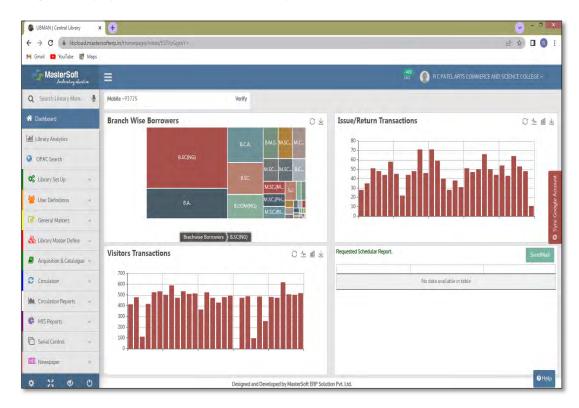
What's App group for faculty members to share institutional information and communication



79

What's App group of students for sharing college information and communication

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सुचित करण्यात येते की, बऱ्याच विद्यार्थ्यांनी परिक्षा कॉर्म कार्यालयात जमा केलेले नाहीत त्यांनी पुढील दोन दिवसात सदर कॉर्म न जमा केल्यास दि 27/03/2023 वार सोमयार पासुन लेट फी आकारली जाईल याची नोंद ष्यायी 28 March 2023 Rep Adesh Jain ★ Forwarded	 Forwarded आर. सी. पटेल कला, वाणिज्य व विज्ञान महाविद्यालय, शिरपूर विद्यार्थ्यांसाठी सूचना महाविद्यालयातील सर्वं विद्यार्थ्यांना कळविण्यास आनंद होतो की, विश्वरत्न डॉ. बाबासाहेब आंबेडकर यांच्या जयंती निमित्ताने विविध उपक्रमांचे आयोजन करण्यान् आले आहे. त्या अंतर्गत निबंध स्पर्धेये आयोजन Message



The college library system is intended for faculty use

A system for the circulation of books by faculty in a college library

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College libraries are equipped with N-List facilities for colleges under the College Library System

LIBMAN Central Library	X Nbox (3,582) - rcbhaysar@gn	na 🗙 🧕 N-LIST: National Library and Infi	🗴 🛃 Marathi News Marathi News Per 🗴 🕂			<mark>- 0</mark>
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The acknowledgement of N-List bills for 2022

M Gmail	Ratneshwar Bhavsar <rcbhavsar@gmail.com></rcbhavsar@gmail.com>
N-LIST: Payment Acknowledgem College, Shirpur (Dist Dhule) (Re 1 message	ent - R. C. Patel Arts Commerce and Science f No. INF/N-LIST/2022/1383)
N-LIST Payment <paymentinfo@inflibnet.ac.in> Reply-To: N-LIST Payment <paymentinfo@inflib To: "Dr. D. R. Patil" <principal@rcpasc.com> Cc: "Mr. Ratneshwar C. Bhavsar" <rcbhavsar@g< td=""><td>net.ac.in></td></rcbhavsar@g<></principal@rcpasc.com></paymentinfo@inflib </paymentinfo@inflibnet.ac.in>	net.ac.in>
To Principal R. C. Patel Arts Commerce and Science Co Shirpur - Maharashtra	llege, Shirpur (Dist Dhule)
Respected Sir/ Madam,	
	s. 5900 vide DD/Cheque/RTGS/NEFT No. MAHBH22069648519 dated towards annual membership fee of N-LIST Programme for the period
Online receipt will be generated only after real will be generated (mostly by Second Week of the second week	ization of DD/Cheque and GST payment. You will be intimated once receipt the next month).
For any queries regarding N-LIST Payment, pl	ease contact us at paymentinfo@inflibnet.ac.in.
	e Administrator's username and password, kindly send a separate email ge@inflibnet.ac.in. We will be happy to provide N-LIST College
With regards,	
N-LIST Team INFLIBNET Centre (An IUC of UGC) Infocity, Opp. DA-IICT Gandhinagar - 382007, Gujarat Phone: 079-23268243/44	

Finance & Accounts:

As an integral part of e-governance and by regulatory guidelines, all financial transactions above a specified limit are conducted online, eliminating cash transactions. Key digital activities include:

1. Online Payments:

- Salaries and other employee benefits are paid through Bank/NEFT/RTGS.
- Scholarships, honorariums, and procurement transactions are processed cashless.

2. Financial Management Software:

- Tally and ERP 9 software are used to track student fee payments, generate receipts, produce financial reports, and facilitate quick data retrieval and auditing.
- The software generates necessary reports and books of accounts, aiding in data retrieval and auditing.
- The accounts office uses Tally ERP 9 to maintain all financial records and data of the college, such as generating reports, profit and loss statements, balance sheets, etc.

3. Payroll Management:

- Various software tools assist in calculating salaries, generating payroll reports, and producing pay slips.
- Staff members can access their pay slips through a portal using their user ID.

4. Compliance and Fund Management:

• The college uses comprehensive TDS filing and compliance software to manage TDS, e-TDS filing, returns, and TDS compliance, ensuring proper management of funds received from the government.

The e-Governance accounts system has the following features:

- Financial Management:
 - Creation of revenue and expenditure heads.
 - Department-wise budgets.
 - Head-wise revenue and expenditure reports.
 - Maintenance of bank accounts and transactions.
 - Day book and cash book maintenance.
 - Generation of profit and loss statements.

• Student Financial Services:

- Collection of attendance fines and exam fees.
- Processing of fee refunds to students.
- Estimation and management of student loans.
- Supplier and Vendor Management:
 - Handling supplier payments and managing dues.

The statement of account for the college: Trial balance

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The bill for the purchase of Timelabs Professional Software: Additional Employee License for the year 2022

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The bill for the purchase of Biometric Fingerprint Software for the year 2022

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The bill of the purchase for Microsoft software: Cloud Based ERP CCMS for the year 2023

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E-Governance in Student Admission and Support

To streamline the admission process and manage inquiries efficiently, the college utilizes modern online communication channels. The admission procedures, including disclosure of rules, schedules, document verification, fee payments, and student counselling are conducted online whenever feasible. Relevant details are published on the college website to ensure transparency and provide student-centric information. Key features of the e-Governance student admission and support system include:

- Online Admission Portal:
 - The R. C. Patel A.C.S. College Student Admission Portal manages the entire admission process.
 - It handles various aspects such as the number of students applying to each course, withdrawals, and fee submission.
 - •
 - Admission-related grievances are addressed through the admission support committee and grievance committee members.

• Communication and Information:

• Admission procedures and student information are disclosed on the college website.

• Academic Support:

- The college facilitates academic pursuits by providing easy access to three computer labs equipped with the latest software.
- The entire campus is Wi-Fi enabled.
- The college has a well-stocked and fully automated library with an Integrated Library Management System (ILMS), which is free, open-source, fully featured, and scalable.

• Data Management:

- Imports of student data from Excel sheets, admission registers, and records of castes and sub-castes.
- Tracking certificates to be submitted by students and managing re-admission of detained students.
- Reporting:
 - Generation of various reports related to admissions and student management.

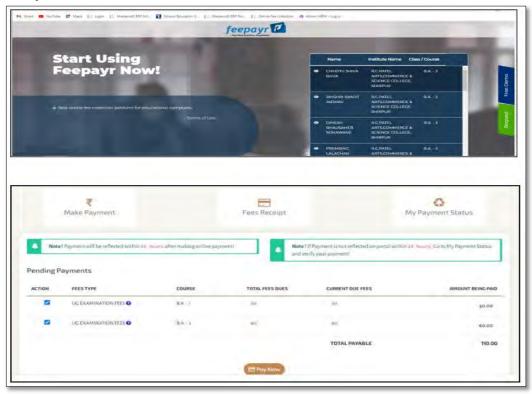
Library System Features-The library system includes the following features:

- Regulations:
 - Establishment and maintenance of library rules for students and staff.
- Cataloging and Inventory:
 - Entry and upload of books, journals, and magazines.
 - Management of book bank students and book reservations.
 - Handling book issues, returns, and renewals.
 - Printing barcodes and providing Online Public Access Catalogue (OPAC) and search functionality.
- Subscriptions and Database Management:
 - Management of journal and magazine subscriptions and renewals.
 - Maintenance of a comprehensive database of titles, authors, and publishers.
- Data Management:
 - Backup and restore of library data.
 - Management of library budgets and expenditures, including purchases and receipts.
- Stock Management:
 - Conducting stock verification and generating various reports.

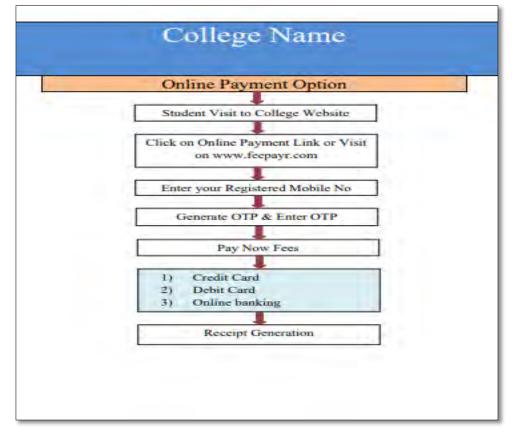
Portal for the college admission system

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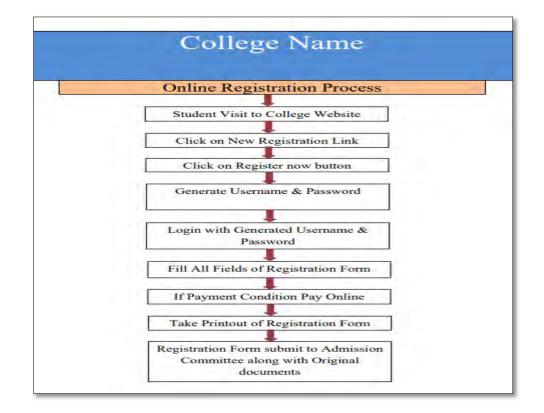
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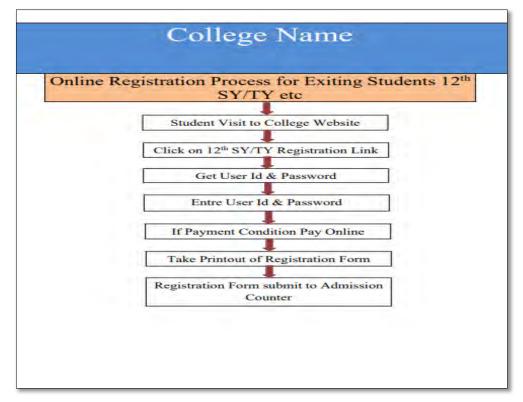
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Online Admission Process: The admission process is online For First Year Students



Online Admission Process: The admission process is online For Second and Final Year (Third Year) Students



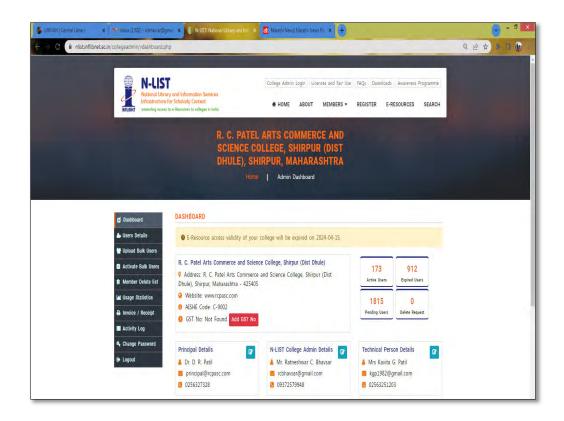
Scholarship Portal for Student Scholarships

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User Manuals		

Scholarship Portal for Student Scholarships: Dashboard

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College N-List: Students can access College N-List through the College Library System



College N-List: Students can access College N-List Dashboard through the College Library System

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College N-List: Registering students for e-book on the College N-List on the College Library System

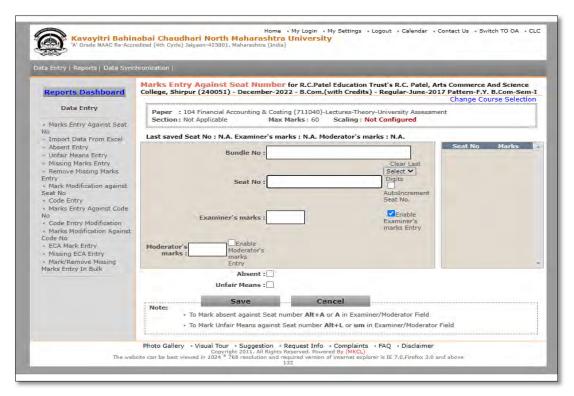
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A system for the circulation of books by student in a college library

- Examination Support Systems:
 - K.B.C. North Maharashtra University examination support is facilitated by the Examination Portal and it is used by college students and staff.
 - During the COVID-19 pandemic, all examinations were held online using the online examination portal.
 - Examination-related grievances are addressed through a dedicated email ID provided by the university.
 - Exam Fee Collection & Exam Schedules, Student Registrations for Regular and Supply Exams.
 - D-Forms, Entry and Upload of External and Internal Exams Marks.
 - External and Internal Marks Analysis & Reports, Progress Reports & Attendance Reminders.
 - Supplementary & Detained Students, Invigilation Charges for Staff, Reports.

On the Digital K.B.C.N.M.U. website, online marks entry for the year Dec.-2022



On the Digital K.B.C.N.M.U. website, Course wise Data Entry Statistics for the year April-2023

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The adoption of e-Governance in the examination system at R.C. Patel Arts, Commerce and Science College has brought significant improvements in multiple areas:

- Enhanced Operational Efficiency: The digitization of curriculum management, result publication, and examination notifications has streamlined processes, reducing administrative load and ensuring timely updates.
- Increased Transparency: Online access to examination schedules, rules, and results has
 promoted transparency, allowing students to stay informed and track their academic
 progress easily.
- Improved Accessibility: The implementation of online platforms enables students to
 access important examination information from anywhere, enhancing convenience and
 ensuring continuity, especially during disruptions like the COVID-19 pandemic.
- Cost-Effectiveness: By reducing the reliance on physical paperwork and manual processes, the e-Governance system lowers operational costs and supports sustainable practices.

In conclusion, the integration of e-Governance in the examination system at R.C. Patel Arts, Commerce and Science College has significantly enhanced the efficiency, transparency, and accessibility of examination processes. This aligns with the institution's commitment to leveraging technology to improve educational outcomes and the overall student experience.

Secretary, Governing Council, R. C. Patel Educational Trust's, Shirpur-425405



Principal, R.C.P.E.T's R. C. Patel Arts, Commerce and Science College, Shirpur-425405