



Sri A.S.N.M. Government College(Autonomous)

(Re-accredited at 'B' Grade by NAAC with 2.61 CGPA)

Palakol-534260, West Godavari Dist, Andhra Pradesh, India.

E- Governance Report

Examination:

The college has a separate Examination office which is fully equipped and ICT enabled. Registration for examination, payment of exam fees, dues etc., time tables, attendance &absentees' statement, generation of Hall tickets, bar coding of answer scripts, Seating arrangement, marks consolidation, mark statement, result logistics, declaration and publishing of examination results have all been computerized.

Planning & Development:

The college makes use of electronics and ICT in planning and development. Exchange of information, communication of transactions, integration of its various systems between Government –Management – between College and Management – between Government and College - College - to-Students, College to Public includes parents, alumni, and other stakeholder through its dynamic web site, whats app groups, Google tools, virtual equipment,digital equipment, bio-metric systems.

Our college obtains feedbacks through online then analysed as per suggestions. The academic plan, academic audit, performance appraisal, perspective plan, data updation to CCE routine circulars through emails. Agenda and minutes circulation for all the statutory body meetings,proposals to various funding agencies through online mode, attendance of the students, issue of the books & journals, e-content preparations, interaction with other colleges, LMS, LCS, e-quotation for equipment & infrastructure purchase. Our College strategically plans activities and executes them in a planned manner. The activities are decentralized at four levels as departmental, administrative, academic and financial. In order to promote e-Governance in the area of Planning and Development, various initiatives have been undertaken to develop core infrastructure. The major core infrastructure components are data capture templates by the IQAC, upgrading ICT and promoting its use in teaching-learning processes, use of select social media for greater efficiency and connectedness, leading to enhanced outreach. Automated library with e-resources, virtual classrooms, labs equipped with relevant software, alumni association, fee payments, etc are ICT enabled. Enrolment of students for various courses,viewing of examination results are all computerized. E-learning facilities make the learning process more flexible and student oriented.

This improves the teaching and learning quality. In 2018-19 our Institute received guidelines from the State government for various funding proposals under RUSA. We prepared our strategic plan as per their guidelines. The plan aimed at up gradation of our institute with student centric mindset. A Detailed Project Report (DPR) on thrust areas of overall development viz. infrastructure, modernization of laboratories, up gradation of classrooms besides provision and augmentation of various facilities for students was prepared and this proposal was submitted to RUSA. The state project directorate of RUSA sanctioned the proposal.

Finance & Accounts:

All budget statement scholarships, expenditure and account statements IT-TDS filing, salary credit to all the staff, generation of pay slips, payments to vendors is made through online. UGC, RUSA, State Government, accumulated and regular special fee funds, College Planning and Academic Council funds and donations by alumni or public, fee for conducting department and professional examination form the source of finance for the college. Grants are credited into separate accounts as per the stipulated procedures. Utilization Certificates are being submitted to the departments concerned from time to time to facilitate further grants. Students' scholarships are credited into their accounts. All purchases made for equipment etc. will be scrutinized and passed by the Central Purchasing Committee consisting of members of senior faculty and the management. All financial matters are scrutinized in internal Audit and the AG audit periodically. All finance and accounts have been computerized: Tally, ERP 9, MS Office, Excel are used.

Administration:

E-governance in administration takes place in the following areas: The office administration is presently using e-office by the principal for submitting any grievance through e-office to the higher officials. This type of E-governance will save the time and also delay to take decision for the over all development of the institution. Further it is also utilize to the UGC National Skill Qualification Framework, scholarships for students. NAAC: AQAR online submission. Public Finance Management System (PFMS) to update details on expenditure, advance and transfer when funds are received. NIRF, AISHE: Online survey, updating details of students, faculty members and minority details Salary (Pay) Bill: PF, CPS, SPF, TPF Service Register: IFHRMS Student Scholarships, Fees, Examination process, Admission Process.

Student Admission & Support:

E-governance is utilized in the admission process by setting up of exclusive and individual email addresses for the prospective students. Correspondence is fully online throughout the admission process. A new Electronic Transcript delivery service for students has been recently launched and can be used to obtain transcripts for higher education in foreign universities. Reservations are

followed in the admission process including reservation for girl students. Admissions are given under the Sports and extracurricular activities category to the deserving students. As the academic year has been affected by the COVID-19 Pandemic, all the faculty has taken online classes and used different e-resources for the effective teaching. Most of the faculty has make use of Zoom app for their teaching. In addition to this the AP Government newly introduced FRS Attendance system both for teaching, non teaching and students. To save the man power and Time Fee app is introduced for students to pay their exam fee and tuition fee. To make scholarships more transparent and direct to the students jnanabhumi portal is introduced.



PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.D., -