Dr. Rafiq Zakaria Campus
Maulana Azad Educational Trust's
Y. B. CHAVAN COLLEGE OF PHARMACY
(B. Pharm, M. Pharm & Research Centre)
ISO 21001:2018 & ISO 14001:2015 CERTIFIED | NIRF-2022 ALL INDIA RANK 66TH
NAAC ACCREDITATION "A" GRADE WITH 3.23 CGPA SCORE

YBCCP/IQAC/2021-22/

Date: 31.05.2022

ANNUAL e-GOVERNANCE REPORT (2021-22)

(1st June 2021 to 31st May 2022)

As per the policy, Y B Chavan College of Pharmacy promote e-Governance in following areas

1. e-Governance initiatives in Administration
2. e-Governance initiatives in Finance and Accounts
3. e-Governance initiatives in Student Admission
4. e-Governance initiatives in Student Support
5. e-Governance initiatives in Examination
6. e-Governance initiatives in outreach

1. e-GOVERNANCE INITIATIVES IN ADMINISTRATION:

a. Daily incoming and outgoing staff attendance are through biometric system.
b. Students attendance is taken on mobile app and regularly monitored.
c. Administrative office is equipped with computers, scanners, printers, softwares & internet.
d. Zakaria Educational Campus including college is fully under 24X7 CCTV surveillance
e. User friendly college website (www.ybccpa.ac.in) is uploaded & updated with required information for stakeholders viz. students, faculty, regulators & accreditators
f. Classrooms, seminar halls and auditorium are ICT enabled with LCD Projectors, screens and 360 degree moving camera.
g. Laboratories were equipped with computers and internet connectivity.
h. College staff are using ICT tools and applications viz. Google Classrooms, Google Meet, Zoom platform, Microsoft Teams, YouTube, etc for teaching-learning
i. Wi-fi is provided in the college
j. Leave applications of faculty are submitted and sanction through ERP software.
k. Digitalized faculty profile (digital personal files)

2. e-GOVERNANCE INITIATIVES IN FINANCE AND ACCOUNTING:

a. Tally software and ERP is used for accounting to perform and manage accounting operations.

b. The salaries are of the employee are deposited directly in their accounts

c. Payments to regulators and Govt. agencies are made through RTGS/NEFT

3. e-GOVERNANCE INITIATIVES IN ADMISSION:

a. Use of the Directorate of Technical Education and Dr. Babasaheb Ambedkar Marathwada University portal for undertaking the complete admission process.

b. The institute level vacant seats notices, forms filling and other admission related activities are conducted through college website interface (www.ybccpa.ac.in) & in transparent manner through open counseling.

c. After admission of students in the college, the databases of students were generated through user friendly softwares.

4. e-GOVERNANCE INITIATIVES IN STUDENT'S SUPPORT:

a. The students are provided with the dedicated college e-mail ID.

b. Student entry & exit in the library is monitored through bar coded I-card

c. All the class rooms equipped with LCD-Projector for teaching and learning.

d. The computer aided drug design laboratory for understanding of design of drug is equipped with drug design softwares.

e. Language laboratories with softwares are provided in computer laboratory for enhancing communication skills

f. The college library is fully automated with LIBMAN software (cloud base version)

g. All the books are bar coded & books issue and return is monitored through sofwares.

h. The library has E-Journals, DELNET, e-Books, medline database

i. The remote access to e-resources is available.

j. The internet facility is available in the library

k. The library also has institutional e-repository.

l. The feedbacks of students are taken through Google form from time to time.

m. Whatapp group are used for connecting with and eliciting the information for students and faculty

n. Online scholarship assistant to students through equal opportunity centre.

o. Institute is registered with National Digital Library (NDL) and has membership of NDLI club through which college students can participate in the educational and social events.

p. LMS facility is provided on college website for remote accesses.

5. e-GOVERNANCE INITIATIVES IN EXAMINATION:

a. University portal is used in filling the examination forms, generating admit card and carrying out the whole examination process.

b. Examination fee collected from students is paid online to the University.

c. Internal sessional marks are submitted through email to exam section of the college.

d. Compiled internal marks of all subjects are posted on whataap group as well as notice board for verification of marks by students.

6. e-GOVERNANCE INITIATIVES IN OUTREACH

a. Cricheros platform

b. Networking for resourcefulness (knowledge) sharing through digital platform

c. Electoral awareness and registration of citizens under social activity
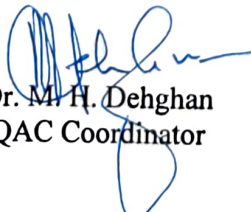
d. Faculty ICT platform

SPECIFIC AREAS OF e-GOVERNANCE USING SOFTWARES AND WEBSITES

SN	Area of e-Governance	Software/website details	Name of Vendor
1	Administration	ESSL Biometric online software	IMAGE Multi-services
2	Library	LIBMAN	Master soft
3	Establishment section	Enterprise Resource Planning (ERP)	Master soft ERP sol.
4	Finance /accounting	Talley, Excel, ERP	Master soft ERP sol.
5	Students admission	www.dte.maharashtra.gov.in www. ybccpa.ac.in	College website managed by Master soft ERP sol.
6	Students database	ERP mastersoft cloud base	Master soft ERP sol.
7	Students support	Institute e-repository, I-Card with bar code	In-house facility
8	Examination	www.bamua.digitaluniversity.ac	Dr. BAMU, Aurangabad
9	Students attendance	Master soft cloud base	Master soft ERP sol.
10	Digitalized faculty profile	Documents scanning apps	In-house facility

OUTCOME OF THE e-GOVERNANCE INITIATIVES

e-Governance initiatives	Outcome achieved
e-GOVERNANCE INITIATIVES IN ADMINISTRATION:	
Installation of Biometric system.	Tracking employee attendance
Mobile app(master soft cloud) for Students attendance	Speed up the attendance process and monitoring and informing of absent student to parent by SMS.
24X7 CCTV surveillance	Surveillance process in college and examination improved
User friendly and interactive college website (www.ybccpa.ac.in)	1. Dissemination of information of the to the stakeholder. 2. Online admission process 3. Useful for regulators & accreditators
ICT enabled classrooms, seminar halls and auditorium	Teaching learning process has improved. Effective delivery of contents achieved
Internet (Wi-fi) connectivity to ICT tools	Rapid exchange of information
ICT tools and applications viz. Google Classrooms, Google Meet, Zoom platform, Microsoft Teams, YouTube	Teaching learning process has improved. Effective delivery of contents achieved
Leave applications through ERP software	Leave sanction and tracking process improved
Digital personal files (Digitalized faculty profile)	Paperless documentation
e-GOVERNANCE INITIATIVES IN FINANCE AND ACCOUNTING	
Tally software and ERP	Finance and inventory management is improved. Tacking of receipt of fee
Salaries though online tranfer	Paperless work and management and speed of work increases.
Use of RTGS/NEFT for Payment of Gove agencies and vendors.	Payment made speedily
e-GOVERNANCE INITIATIVES IN ADMISSION	
DTE website and Dr. BAMU University portal	Handling of admission process and eligibility of process improved
Part of Institute level admission process through college website	Student can fill the form from remote places. Admission process become efficient and transparent .
Student Databases creation by software	Managing and retrieving of data of student is easy and quick
Identity card with Barcode	Student identity and managing library usage data become easy.

e-GOVERNANCE INITIATIVES IN STUDENT'S SUPPORT	
Dedicated college e-mail ID.	For Internal college communication
Bar coded I-card	Tracing of library usage is easy Motoring of entry & exit in the library
Class rooms equipped with LCD-Projector	Improvement in teaching and learning process
Computer aided drug design laboratory	Drug design research project of M Pharm and Ph. D. student were competed
Language laboratories	Communication skills enhanced
Library with automated LIBMAN software (cloud base version)	Monitoring of books usages by student and staff is easy.
Barcoded books in library	Issue and return of books is comfortable
E-Journals, DELNET, e-Books, medline database	Benefitted the researcher
Remote access to e-resources is available	Benefitted the researcher and student
Institutional e-repository	Students are benefitted in their studies
Feedbacks of students through Google form	Convenient to stakeholder to provide feedback. Compilation and analysis of data is easy.
College Whatapp group	Dissemination of college notice, seminar broacher, Course content, notes
National Digital Library (NDL) membership	Researcher and student are benefitted
Faculty ICT platform	Remote access of study material is possible, knowledge sharing
e-GOVERNANCE INITIATIVES IN EXAMINATION	
Digital University portal	Accessibility to Filling of exam forms and issue of admit card is improved
Submission of Internal sessional marks on dedicated college email id	Process of Submission of marks improved
whatapp group for verification of marks by students.	Transparency in the process achieved
e-GOVERNANCE INITIATIVES IN OUTREACH	
Cricheros platform	Successful live streaming of sports event achieved
Networking for resourcefulness (knowledge) sharing through digital platform	Resourcefulness shared in NSS activity, webinar, seminars, workshops through digital flatform
Electoral awareness and registration of citizens under social activity	Electoral registration process carried successfully for citizens
Faculty ICT platform	For sharing expertise and resourcefulness shared

Date: 31.05.2022

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