



College Code : 205

Dnyanopasak Shikshan Mandal's,  
**ARTS, COMMERCE AND SCIENCE COLLEGE, JINTUR**

(Affiliated to Swami Ramanad Teerth Marathwada University, Nanded)

**Junior & Senior**

JINTUR - 431 509. Dist. Parbhani. Maharashtra. India.

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NAAC Re-accredited 'B' Grade

**Adv. G.N. Dudhgaonkar**

President & Ex. Member of Parliament

**Dr.Sow. Sandhyatai Dudhgaonkar**

Secretary

**Dr.S.G. Bhombe**

Principal

**Policy Document Procedures and Practices towards Implementation of E-Governance in Administration and Academics**

**Vision:** Dnyanopasak Shikshan Mandal's Arts, Commerce, and Science College, Jintur is dedicated to promoting e-governance for swift and efficient processes. We aim to integrate IT-enabled solutions into both administrative and academic functions to enhance the effectiveness of education delivery.

**Mission:** Our mission is to transform our campus into a "Technology-driven Smart Campus" by encouraging the widespread use of Information and Communication Technology in daily operations. Our aim to reduce technological gaps among our campus community and create a visible impact by coupling smart technology.

**Context:** To facilitate the participation of various stakeholders, enhance transparency in institutional operations, and ensure seamless, rapid access to information and documents, as well as provide online and remote access services, our institution is actively integrating IT-enabled processes in administration, academics, and examinations, leveraging robust technology.

**E-Administration:** The administrative office, a service provider, manages tasks like record-keeping, student data, reports, and correspondence. Quality service relies on quick response, access to timely action, information and efficient processes. The college promotes IT-enabled solutions for these objectives.

**Objectives:** The institution aims to achieve the following:

- Complete automation in office administration
- Digital communication within and outside the institution
- Cashless financial transactions
- Instant access to document sharing and information
- Digital document repository





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- Offering remote/online services through an interactive web portal
- Establishing an online feedback mechanism with auto-generated and analysed reports through the web portal.

**Plan of Action:**

- Facilitating technology adoption among the campus.
- Strategic investment in digital infrastructure and hardware
- Transformation of all classrooms into smart classrooms
- Engaging tech professionals for software development to implement IT-enabled processes
- Installation of Wi-Fi routers for campus-wide coverage
- Ensuring uninterrupted internet connectivity
- Development of an interactive web portal and initiation of online processes through IT-enabled solutions
- Promoting the optimal use of ICT in academic delivery, including teaching, learning, and evaluation
- Encouraging faculty and students to utilize e-resources and develop e-content
- Creating a student utility centre known as the "Common Computing Facility Centre.

**Attainment:** By develop, integrating, and implementing IT-based practices, we aim to make a tangible digital impact on both off-campus and on-campus aspects of the organization. This impact will extend to our administrative, academic, and management functions, resulting in improved service quality and overall institutional efficiency. Our goal is to strengthen the virtual connection between the institution and its stakeholders, positioning us as a best-practice institution aligned.



  
**PRINCIPAL**  
Dnyanopasak Shikshan Mandal's  
Arts, Commerce & Science College  
JINTUR, Dist. Parbhani