



Marathwada Gramin Shikshan Sanstha's Establishment 2001
HUTATMA JAYWANTRAO PATIL MAHAVIDYALAYA, HIMAYATNAGAR
TQ. HIMAYATNAGAR - 431802. DIST. NANDED.

(Affiliated to Swami Ramanand Teerth Marathwada University)
Recognized by UGC U/s 2(f) and 12(B), NAAC accredited with 'B' Grade (CGPA 2.48)
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E-Governance Policy Document

Introduction

This policy document outlines the ongoing implementation of e-governance at Hutatma Jaywantrao Patil Mahavidyalaya, Himayatnagar. The institution is committed to improving efficiency, transparency, and accessibility in key operational areas: administration (staff salaries, provident fund (PF), and National Pension System (NPS) through government-provided portals), student admission and support (admission records via college software and government scholarships), and examination processes (exam form records feeding, e-delivery of question papers, and online internal marks feeding).

In addition, the institution's website serves as an effective platform for information dissemination, and the library is in the process of being partially automated to enhance resource accessibility.

Objectives

- To enhance administrative efficiency in managing staff salaries, PF, and NPS contributions.
- To streamline the management of student admission records and government scholarship applications.
- To improve the examination process through digital solutions provided by the university.
- To enhance the accessibility of library resources through partial automation.

E-Governance Implementation

Administration

- **Salary Management:** Use government-provided payroll portals to ensure accurate and timely processing of staff salaries.
- **PF Management:** Implement procedures to access and manage PF contributions through the relevant government portal, ensuring transparency and accessibility for staff.
- **NPS Administration:** Facilitate staff access to NPS accounts via government portals, allowing employees to track their contributions and account performance.

Student Admission and Support

- **Admission Records Management:** Utilize college software to maintain a centralized database of all student admission records, ensuring secure access and easy retrieval.
- **Government Scholarship Portal:** Implement procedures for students to access and apply for government scholarships through designated online portals, ensuring timely updates and information.
- **Data Security:** Ensure that all admission and scholarship records are securely stored with appropriate access controls to protect sensitive information.

Examination by University

- **Exam Form Records Feeding:** Utilize the university's online platform for students to fill and submit exam forms, facilitating efficient record management.
- **E-Delivery of Question Papers:** Establish a secure online system for the electronic delivery of question papers to examination centers, ensuring timely availability and confidentiality.
- **Online Internal Marks Feeding:** Implement the university's online platform for faculty to input and manage internal assessment marks, ensuring transparency and timely updates for students.

Library Automation

- **Library Management System:** Implement a library management system that allows for online cataloging and searching of resources, improving user access.
- **Digital Resources:** Provide access to digital resources through the library's online portal, enabling students and staff to utilize library services more effectively.


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