




NAAC 2024/ Metrics Level Deviation/Cr6-1

Date:- 22/07/2024

Criteria 6.2.2:	Institution implements e-governance in its operations 1. Administration 2. Finance and Accounts 3. Student Admission and Support 4. Examination
Findings of DVV	It is observed that HEI has provided Edu wise bills which is beyond the assessment period; HEI to provide Policy document on e-governance , Annual e-governance report approved by Governing council ;Also HEI to provide bills for the expenditure on implementation of e-governance.
Response/ Clarification	1) Policy document for e-governance is attached. (Appendix-I) 2) Bills for the expenditure on implementation of e-governance are attached. (Appendix-II)
Link of Supporting documents submitted at the time of submission of SSR	https://agadiengcollege.com/dvv/
Link of Supporting documents submitted as per the DVV findings	https://agadiengcollege.com/dvv-specific/


IQAC Coordinator
IQAC COORDINATOR
S.K.S.V.M.A.C.E.T.
LAKSHMESHWAR.




Principal
PRINCIPAL
SMT. KAMALA & SHRI VENKAPPA M. AGADI
College of Engineering & Technology
LAXMESHWAR-582 116

Appendix-I



E-GOVERNANCE POLICY

Scope:

The scope of this policy extends to the following areas:

- General Administration
- Student Admission
- Examination
- Library
- Accounts and Finance
- ICT Infrastructure
- E-waste Management

Objectives:

- Implementation of E-governance in all functioning of the institution in order to provide simpler and efficient system of governance within the institution.
- To promote transparency and accountability in all the functions of the college.
- To achieve and create a paperless environment in the college.
- To provide easy and quick access to information.
- To make campus Wi-Fi enabled.
- To make our Classrooms ICT Enabled having Desktops, Laptops, Smartboards, Projectors, etc.
- To establish a fully automated Library.

Policy:

The college will implement e-governance in all aspects of functioning like library, accounts, admissions, administration, teaching, etc.

The policy is designed and framed to make each and every function transparent and accountable.

The College decides to make the following policies and procedure:

Website: The website will act as an information center which will reflect about the college, all its activities, important notices, courses offered, etc. For this purpose, a separate service provider/web designer will be appointed by the college. Training will be given to the administrative and teaching staff to make important updates on the website. A Website Committee to be formed for the administration of the college website. The Committee will look



after the process of updating, maintaining and working of the website on a regular basis. The Committee will also look for other changes that are required on the website. The College strives to showcase its vibrant self and activeness through its website. All the important notifications have to go live on the website as and when they are released.

Student Admission: An open and transparent strategy for the admission process is followed which is further strengthened by the ethical practices and regulations as opined by the University of Delhi. The College brings out its Brochure which is displayed on the website that has guidelines for the admission process. An Admission Portal to be used to manage the admissions in the college. Number of students applying to each course, withdrawals, fee submission, all to be managed through this Portal only. Students are required to submit a separate Online Application Form for taking admission to the college and for this purpose an online software to be used by the Admission Coordinator.

Accounts: The office continues to maintain its account on Tally. Latest versions of the software to be purchased and used by the college. Advanced features help the staff to maintain financial records effectively and efficiently. Profit and loss, Balance Sheet are generated through this software only. All the analysis reports are also generated through Tally. Appropriate security measures should be taken for maintaining confidentiality of the transactions. Training to the existing staff and updation of the existing software must be done regularly. The College also uses multiple software like Public Financial Management System (PFMS) which is used to manage the funds received from the Government, Payroll Management System which helps to automatically calculate the salary, generate salary slips, disperse the salary to the bank accounts. TDS, Provident Fund, Allowances, etc all are managed by this system. Reports can be generated for all Staff members. Payments are generally made and received through online mode such as NEFT, RTGS, Bank Transfers, etc.

Library: The College continues to maintain its academic excellence through maintaining a well-stocked library. The College will add more and more e-learning resources for the benefit of the teachers and the students. The College should continue to subscribe to new journals and books regularly. Recommendations are taken from the teachers and students while subscribing to the e-resources. Teachers can apply to get books of different authors for the subjects they are teaching to increase the knowledge database.

- The Library to install fully automated ILMS software which should have an easy to use- Graphical User Interface, Unicode support with Multilingual Search and export facility for most reports.
- The use of Online Public Access Catalogue module of the software to allow library database searching by entering preferred terms for information retrieval.
- The Circulation module of the software should cover all the operations of circulation, right from creating member records to printing of reminders for outstanding books.
- The Database Maintenance module should cover all operations of database creation and maintenance.
- To encourage original writing among students and teachers, the Library should provide access to a fully automated software for plagiarism check.



Administration:

- Attendance Management Software to be used by Administrative Staff and Teaching Faculty to record and track Attendance, Internal Assessment, etc. Monthly Reports, Semester End Reports should be generated to automatically calculate the Internal Assessment marks for attendance.
- Administrative Office should use Advanced Excel and File Management System Tools to maintain effective database.
- To provide a hassle free, convenient and smooth process, administration of the college to be made paperless.
- Students must be able to obtain maximum services in online mode.
- The college will look into opportunities to automate some of its functions related to administration.
- Admin Staff to be provided with adequate training and development to keep them abreast with the new technology.

Examination: The college has adopted an online system where students can view their total internal assessment marks at the end of each semester and can report discrepancies, if any. The Examination process is regulated by the University and thus e-governance policy of the University to be adopted in this regard.

Alumni: In order to strengthen our alumni relationships, a separate alumni page to be created on the website providing facilities like registration, prominent alumni of the college, feedback and many other aspects. Alumni association to be consulted for regular updates and database management.

E-Waste Management: JMC ensures that its usage of technology and generation of e-waste does not impact the environment.

ICT TOOLS

Hardware Infrastructure

- The College to ensure that it has adequate number of desktops and laptops for students and staff.
- Computers and printers to be made available in the administrative block.
- Projectors and other multimedia devices to be provided in the auditorium, classrooms, seminar rooms and laboratories.
- The infrastructure to be complemented by Resograph, computer networking devices, scanners and interactive teaching board/smart board etc.



SKSVMA Charitable Trust (Regd.)

Smt. Kamala & Sri Venkappa M Agadi College of Engineering & Technology

Lakshmeshwar 582116 Dist: Gadag.

(Approved by AICTE, New Delhi & Affiliated to VTU Belagavi, ISO 9001:2015 Certified)



Software Infrastructure

- The College to maintain adequate configuration servers to allow fast transmission of data to the various computers.
- Office automation packages for desktops and laptops like Open Office, MS Office and Antivirus to be purchased and updated regularly.
- The college to provide access to all standard Econometrics, Statistical, computational and scientific typesetting packages.

Principal
PRINCIPAL

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College of Engineering & Technology
LAXMESHWAR-582 116

Appendix-II

HERAIZEN TECHNOLOGIES PRIVATE LIMITED

INVOICE

4011 - 4012, Ayyappa Arcade,
80 Feet Road, Hosakerehalli Cross,
BSK III Stage,
Bangalore - 560 085
Tel: 91 80 4120 4583

CUSTOMER NAME
Smt Kamala & Sri Venkappa M Agadi College
Of Engineering & Technology, Lakshmeshwar
Savanur Road, Laxmeshwar - 582116

INVOICE NUMBER | HTP/LACET/001/19-20
INVOICE DATE | April 1, 2019
YOUR ORDER NO. | PO dated 22nd March 2019
PAYMENT TERMS
CONTACT PERSON
EMAIL | Principal@agadiengcollege.com
PROJECT NAME | dHI

SI #	DESCRIPTION	UOM	# of students	Unit Rate (INR, per year, per student)	Total Amt (INR)
1	Providing access to "Cloud based Digital Transformation system as per Licence Agreement (50% after completion of user training)	50%	1,395.00	250.00	₹ 1,74,375.00
Amount in Words: Two Lakhs Five Thousand Seven Hundred Sixty Two Only				SUBTOTAL	₹ 1,74,375.00
				GST	31,387.00
				TOTAL AMOUNT DUE	₹ 2,05,762.00

PAN NUMBER AAECH1610G
CIN NUMBER U72200KA2017PTC102424
GSTN 29AAECH1610G1ZX


MAKE ALL CHEQUES PAYABLE TO:
HERAIZEN TECHNOLOGIES PVT LTD

IGST @ 9.00%
CGST @ 9.00%



BANK DETAILS:
ICICI BANK LIMITED
100 Feet Ring Road,
Site 208&209, Opp. Sterling Apartments,
Banashankari 3rd stage,
Bangalore, Karnataka, 560085
Account Number: 100905001251
IFSC Code: ICIC0001009
Account Type: Current Account

SYSTEM GENERATED INVOICE, SIGNATURE NOT REQUIRED


PRINCIPAL
SMT. KAMALA & SHRI VENKAPPA M. AGADI
College of Engineering & Technology
LAXMESHWAR-582116

HERAIZEN TECHNOLOGIES PRIVATE LIMITED

INVOICE

4011 - 4012, Ayyappa Arcade,
80 Feet Road, Hosakerehalli Cross,
BSK III Stage,
Bangalore - 560 085
Tel: 91 80 4120 4583

CUSTOMER NAME
Smt Kamala & Sri Venkappa M Agadi College
Of Engineering & Technology, Lakshmeshwar
Savanur Road, Laxmeshwar - 582116

INVOICE NUMBER | HTPL/ACET/002/20-21
INVOICE DATE | October 13, 2020
YOUR ORDER NO. | PO dated 22nd March 2019
PAYMENT TERMS
CONTACT PERSON
EMAIL | Principal@agadiengcollege.com
PROJECT NAME | dHI

SI #	DESCRIPTION	UOM	# of students	Unit Rate (INR, per year, per student)	Total Amt (INR)
1	Providing access to "Cloud based Digital Transformation system as per Licence Agreement (Period: 23rd October 2020 to 22nd March 2021)	50%	1,250.00	250.00	₹ 1,56,250.00
Amount in Words: One Lakh Eighty Four Thousand Three Hundred and Seventy Four Only				SUBTOTAL	₹ 1,56,250.00
				GST	28,124.00
					₹ 1,84,374.00
				TOTAL AMOUNT DUE	

PAN NUMBER AAECH1610G
CIN NUMBER U72200KA2017PTC102424
GSTN 29AAECH1610G1ZX


MAKE ALL CHEQUES PAYABLE TO:
HERAIZEN TECHNOLOGIES PVT LTD

IGST @ 9.00%
CGST @ 9.00%



BANK DETAILS:
Deutsche Bank AG, Raheja Tower,
Post Box No 5002, 26-27, MG Road,
Account Number : 000037827550019
IFSC Code: DEUT0797BGL
MICR code: 560200002
Account Type: Current Account

SYSTEM GENERATED INVOICE, SIGNATURE NOT REQUIRED


PRINCIPAL
SMT. KAMALA & SHRI VENKAPPA M. AGADI
College of Engineering & Technology
LAXMESHWAR-582116

Vaishnavi Systems & Solutions

966,9th Main, 11th Cross, BEML 3rd Stage, Rajarajeshwari Nagar, Bengaluru
- 560098

Phone no. : 9880089840

Email : basavaraj@eduwize.co.in

GSTIN : 29AGTPB1333J1ZA

State: 29-Karnataka



Tax Invoice

Bill To

**Smt Kamala & Sri Venkappa M Agadi College Of
Engineering & Technology**

Gadag

Invoice No. : 110

Date : 09-11-2022

#	Item name	HSN/ SAC	Quantity	Price/ Unit	GST	Amount
1	EDUWIZE - THE COMPLETE EDUCATION MANAGEMENT SOFTWARE - Advance Payment		1	₹ 25,424.00	₹ 4,576.32 (18%)	₹ 30,000.32
Total			1		₹ 4,576.32	₹ 30,000.32

Invoice Amount In Words

Thirty Thousand Rupees only

Terms and Conditions

Thanks for doing business with us!

Sub Total	₹ 25,424.00
SGST@9%	₹ 2,288.16
CGST@9%	₹ 2,288.16
Round off	- ₹ 0.32
Total	₹ 30,000.00
Received	₹ 30,000.00
Balance	₹ 0.00

Pay To-

Bank Name : HDFC BANK, RAJARAJESHWARI
NAGAR

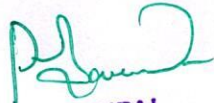
Bank Account No. : 10397630000358

Bank IFSC code : HDFC0001039

Account holder's name : Vaishnavi Systems &
Solutions

For, : Vaishnavi Systems & Solutions

Authorized Signatory


PRINCIPAL
SMT. KAMALA & SHRI VENKAPPA M. AGADI
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