Shri Sachhidanand Shikshan Sanstha's
TAYWADE COLLEGE
(Arts, Commerce, Science) (U.G. & P.G.)
Mahadula - Koradi, Tah. Kamptee Dist. - Nagpur

NAAC ACCREDITED 'B' GRADE
Recognised Centre for
Higher Learning and Research

Principal
Dr. Sharyou B. Taywade
9822716608

Chairman
Dr. Babanrao Taywade
9422145290

NAAC 2021/ Metrics Level Deviations/Cr6-1 Date:- 06/05/2022

Criteria 6.2.3:	Implementation of e-governance in areas of operation 1. Administration 2. Finance and Accounts 3. Student Admission and Support 4. Examination
Findings of DVV	1) kindly provide Policy document on e-governance. 2) kindly provide Annual e-governance report approved by Governing Council.
Response/ Clarification	1) Policy regarding Use of E-governance is attached. **(Appendix-I)** 2) Annual e-governance report approved by Principal and Screen shots of the user interfaces along with caption of all the implementations claimed here signed by Principal are attached. **(Appendix-II)**

IQAC Coordinator
TAYWADE COLLEGE
Mahadula, Koradi, Dist. Nagpur

Principal
Taywade College
MAHADULA KORADI DIST NAGPUR

Appendix – I

Policy Document for E-Governance in the Institution

Aim:

Achieving efficiency, transparency and accountability via. implementing E-governance in different areas of operation of the Institution.

Objectives:

1. Implementation of E-governance in various areas of operation of the Institution.
2. Achieving efficiency in the operation by availing easy access to information.
3. Promoting transparency and accountability.
4. Reducing the use of paper in the administration of the institution.

Policy:

1. In order to provide simpler and efficient system of governance within the institution, it is decided to adopt and implement E-Governance in various areas of operation of the Institution.
2. The institution has already started with E-Governance in some of the areas of operations like library, accounts, etc. but, future implementation of E-Governance in other areas we have drafted this policy framework.

E-governance in following areas: For convenience purposes, the policy is divided into various areas of operation. These areas of operation are illustrative and the governing body reserves the right to implement E-Governance even in the areas not enlisted herewith.

1. **Administration:** MIS software for the governance of students' related activities such as details of programs / courses run by the institution, Admission Registered Report and Transfer Certificate is used in day-to-day operations. It is also being in use for the admission process, Scholarship process, Searching of Students Records, Software backup etc. data generated in MIS software is used for exam related work.
2. **Finance and Accounts:** In this MIS Software, Fees Collection Reports are generated. It includes Daily Collection and it's summery, Student Fees Paid Report, Student fees pending report, Fees refund details etc. Tally 9.0 is used in accounts office for maintaining daily accounts.
3. **Student Admission and Support:** In this MIS Software, Admission Record and Report are generated. This includes Student Personal Details, Admission Registers, Subject-wise MIS etc.
4. **Examination:** As per the directions of the University, it is mandatory to handle examination in online manner. Filling of examination forms, revaluation forms, photocopy forms, obtaining hall tickets, receiving of examination papers, uploading of marks, etc. everything has to be done in online manner.

Principal
Taywade College,
Mahadula-Koradi, Dist. Nagpur

Chairman
Shri. Sachchidanand Shikshan Sanstha,
Nagpur

Appendix – II

Taywade College,

Mahadula-Koradi,

Report of E-Governance in the Institution
Session 2020-21

As per the E-governance policy, the Institution has carried out various works in different areas of operation in the Session 2020-21 as follows:

1. **Administration:** In the Session 2020-2021, the institute carried out student administration through MIS software. The MIS software is a tailor-made software designed for the institution. In the beginning of the session, the preparatory data such as details of programs running by the institution have been fed to the database of the software. The details of fees structure of all courses have been fed to the data of the software. The leaving/ Transfer Certificates for those students who are learning in the institution have been generated through this software. The reports regarding fees collections and balanced fees are also generated through this software. It has been also used for the admission process, Scholarship process, Searching of Students Records, Software backup etc. Data generated in MIS software is used for exam related work.
2. **Finance and Accounts:** In the session 2020-2021, fees collection reports are generated through MIS software available in the institution. It includes daily collection and it's summery, Student Fees Paid Report, Student fees pending report, fees refund details etc. The account office of the institute uses universal accounting software TALLY 9.0 for all day-to-day maintenance of accounts.
3. **Student Admission and Support:** Admission records and reports are generated through tailored made MIS software. This includes Student Personal Details, Admission Registers, Subject-wise MIS etc.
4. **Examination:** Due to the pandemic period of Covid-19, the affiliating university, RTM, Nagpur University, Nagpur has made available online college portal and student portal and made the institutions mandatary to process all the examinations related activities through this portal. As per the requirement in the session 2020-2021 directions of the university, it is mandatory to handle examination in online manner, filling of examination forms, revaluation forms, photocopy forms, obtaining hall tickets, receiving of examination papers, uploading of marks, etc. everything has carried out online through online college portal of the university examinations online through student portals made available by university.

Taywade College SEAL Mahadula, Koradi

Principal
Taywade College,
Mahadula-Koradi, Dist. Nagpur

Taywade College,

Mahadula-Koradi,

Report of E-Governance in the Institution
Session 2019-20

As per the E-governance policy, the Institution has carried out various works in different areas of operation in the Session 2019-20 as follows:

1. **Administration:** In the Session 2019-20, the institute carried out student administration through MIS software. The MIS software is a tailor-made software designed for the institution. In the beginning of the session, the preparatory data such as details of programs running by the institution have been fed to the database of the software. The details of fees structure of all courses have been fed to the data of the software. The leaving/ Transfer Certificates for those students who are learning in the institution have been generated through this software. The reports regarding fees collections and balanced fees are also generated through this software. It has been also used for the admission process, Scholarship process, Searching of Students Records, Software backup etc. Data generated in MIS software is used for exam related work.
2. **Finance and Accounts:** In the session 2019-20, fees collection reports are generated through MIS software available in the institution. It includes daily collection and it's summery, Student Fees Paid Report, Student fees pending report, fees refund details etc. The account office of the institute uses universal accounting software TALLY 9.0 for all day-to-day maintenance of accounts.
3. **Student Admission and Support:** In the session 2019-20, admission records and reports are generated through tailored made MIS software. This includes Student Personal Details, Admission Registers, Subject-wise MIS etc.
4. **Examination:** As per the requirement in the session 2019-20 directions of the university, it is mandatory to handle examination in online manner, filling of examination forms, revaluation forms, photocopy forms, obtaining hall tickets, receiving of examination papers, uploading of marks, etc. everything has carried out online through online college portal of the university examinations online through student portals made available by university.

Taywade College SEAL Mahadula, Koradi

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Taywade College,
Mahadula-Koradi, Dist. Nagpur

Taywade College,

Mahadula-Koradi,

Report of E-Governance in the Institution

Session 2018-2019

As per the E-governance policy, the Institution has carried out various works in different areas of operation in the Session 2018-2019 as follows:

1. **Administration:** In the Session 2018-2019, the institute carried out student administration through MIS software. The MIS software is a tailor-made software designed for the institution. In the beginning of the session, the preparatory data such as details of programs running by the institution have been fed to the database of the software. The details of fees structure of all courses have been fed to the data of the software. The leaving/ Transfer Certificates for those students who are learning in the institution have been generated through this software. The reports regarding fees collections and balanced fees are also generated through this software. It has been also used for the admission process, Scholarship process, Searching of Students Records, Software backup etc. Data generated in MIS software is used for exam related work.
2. **Finance and Accounts:** In the session 2018-2019, fees collection reports are generated through MIS software available in the institution. It includes daily collection and it's summery, Student Fees Paid Report, Student fees pending report, fees refund details etc. The account office of the institute uses universal accounting software TALLY 9.0 for all day-to-day maintenance of accounts.
3. **Student Admission and Support:** In the session 2018-2019, admission records and reports are generated through tailored made MIS software. This includes Student Personal Details, Admission Registers, Subject-wise MIS etc.
4. **Examination:** As per the requirement in the session 2018-2019 directions of the university, it is mandatory to handle examination in online manner, filling of examination forms, revaluation forms, photocopy forms, obtaining hall tickets, receiving of examination papers, uploading of marks, etc. everything has carried out online through online college portal of the university examinations online through student portals made available by university.

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Taywade College,
Mahadula-Koradi, Dist. Nagpur

Taywade College,

Mahadula-Koradi,

Report of E-Governance in the Institution
Session 2017-2018

As per the E-governance policy, the Institution has carried out various works in different areas of operation in the Session 2017-2018 as follows:

1. **Administration:** In the Session 2017-2018, the institute carried out student administration through MIS software. The MIS software is a tailor-made software designed for the institution. In the beginning of the session, the preparatory data such as details of programs running by the institution have been fed to the database of the software. The details of fees structure of all courses have been fed to the data of the software. The leaving/ Transfer Certificates for those students who are learning in the institution have been generated through this software. The reports regarding fees collections and balanced fees are also generated through this software. It has been also used for the admission process, Scholarship process, Searching of Students Records, Software backup etc. Data generated in MIS software is used for exam related work.
2. **Finance and Accounts:** In the session 2017-2018**,** fees collection reports are generated through MIS software available in the institution. It includes daily collection and it's summery, Student Fees Paid Report, Student fees pending report, fees refund details etc. The account office of the institute uses universal accounting software TALLY 9.0 for all day-to-day maintenance of accounts.
3. **Student Admission and Support:** Admission records and reports are generated through tailored made MIS software. This includes Student Personal Details, Admission Registers, Subject-wise MIS etc.
4. **Examination:** As per the requirement in the session 2017-2018 directions of the university, it is mandatory to handle examination in online manner, filling of examination forms, revaluation forms, photocopy forms, obtaining hall tickets, receiving of examination papers, uploading of marks, etc. everything has carried out online through online college portal of the university examinations online through student portals made available by university.

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Taywade College,
Mahadula-Koradi,

Report of E-Governance in the Institution
Session 2016-2017

As per the E-governance policy, the Institution has carried out various works in different areas of operation in the Session 2016-2017 as follows:

1. **Administration:** In the Session 2016-2017, the institute carried out student administration through MIS software. The MIS software is a tailor-made software designed for the institution. In the beginning of the session, the preparatory data such as details of programs running by the institution have been fed to the database of the software. The details of fees structure of all courses have been fed to the data of the software. The leaving/ Transfer Certificates for those students who are learning in the institution have been generated through this software. The reports regarding fees collections and balanced fees are also generated through this software. It has been also used for the admission process, Scholarship process, Searching of Students Records, Software backup etc. Data generated in MIS software is used for exam related work.
2. **Finance and Accounts:** In the session 2016-2017, fees collection reports are generated through MIS software available in the institution. It includes daily collection and it's summery, Student Fees Paid Report, Student fees pending report, fees refund details etc. The account office of the institute uses universal accounting software TALLY 9.0 for all day-to-day maintenance of accounts.
3. **Student Admission and Support:** Admission records and reports are generated through tailored made MIS software. This includes Student Personal Details, Admission Registers, Subject-wise MIS etc.
4. **Examination:** As per the requirement in the session 2016-2017 directions of the university, it is mandatory to handle examination in online manner, filling of examination forms, revaluation forms, photocopy forms, obtaining hall tickets, receiving of examination papers, uploading of marks, etc. everything has carried out online through online college portal of the university examinations online through student portals made available by university.

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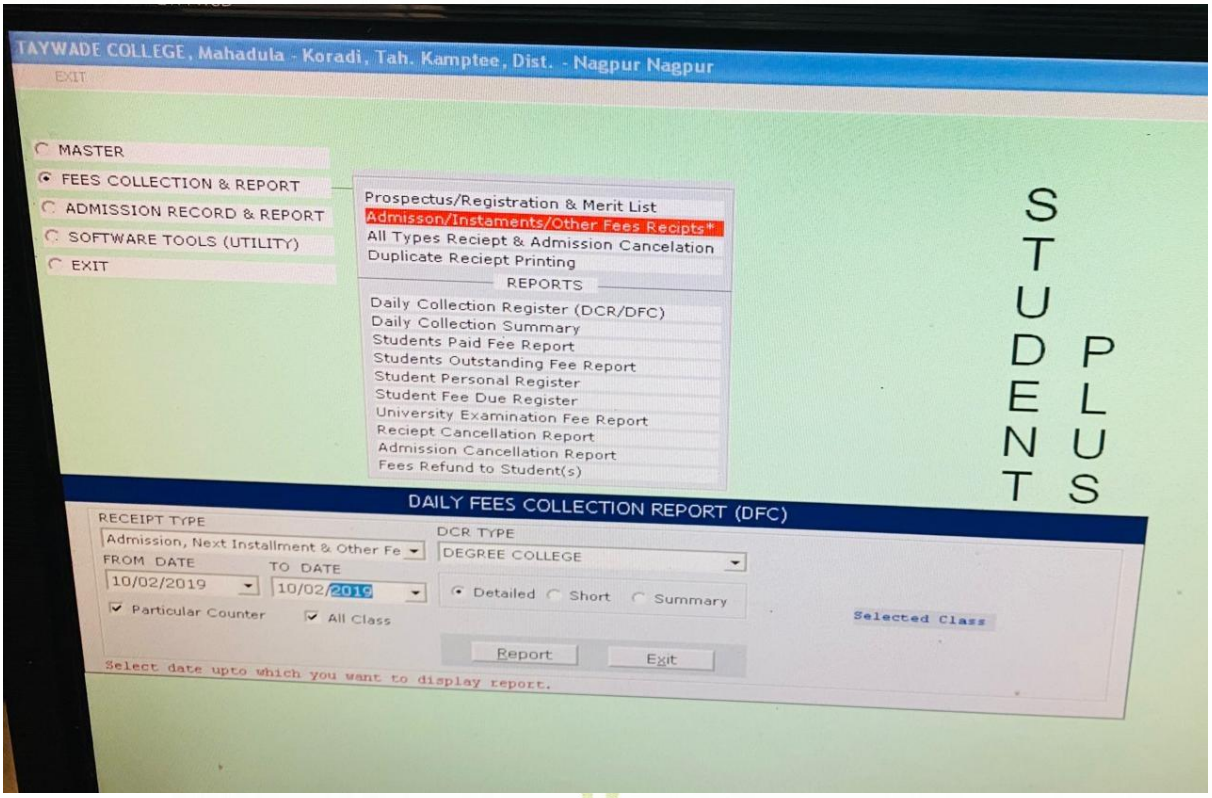

Principal
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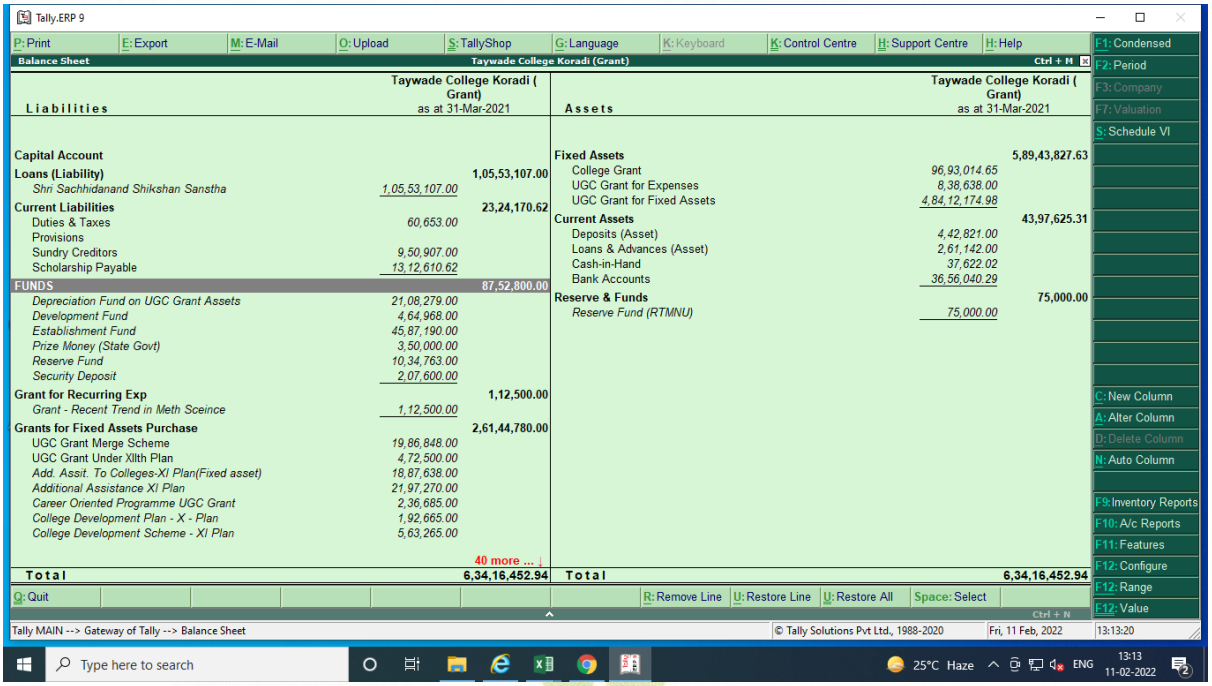

Tally.ERP 9

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Balance Sheet — Taywade College Koradi (Grant) — Ctrl + M

Liabilities		Taywade College Koradi (Grant) as at 31-Mar-2021	Assets		Taywade College Koradi (Grant) as at 31-Mar-2021
Capital Account			**Fixed Assets**		**5,89,43,827.63**
Loans (Liability)		**1,05,53,107.00**	College Grant	*96,93,014.65*	
Shri Sachhidanand Shikshan Sanstha	*1,05,53,107.00*		UGC Grant for Expenses	*8,36,638.00*	
Current Liabilities		**23,24,170.62**	UGC Grant for Fixed Assets	*4,84,12,174.98*	
Duties & Taxes	*60,653.00*		**Current Assets**		**43,97,625.31**
Provisions			Deposits (Asset)	*4,42,821.00*	
Sundry Creditors	*9,50,907.00*		Loans & Advances (Asset)	*2,61,142.00*	
Scholarship Payable	*13,12,610.62*		Cash-in-Hand	*37,622.02*	
FUNDS		**87,52,800.00**	Bank Accounts	*36,56,040.29*	
Depreciation Fund on UGC Grant Assets	*21,08,279.00*		**Reserve & Funds**		**75,000.00**
Development Fund	*4,64,968.00*		*Reserve Fund (RTMNU)*	*75,000.00*	
Establishment Fund	*45,87,190.00*				
Prize Money (State Govt)	*3,50,000.00*				
Reserve Fund	*10,34,763.00*				
Security Deposit	*2,07,600.00*				
Grant for Recurring Exp		**1,12,500.00**			
Grant - Recent Trend in Meth Sceince	*1,12,500.00*				
Grants for Fixed Assets Purchase		**2,61,44,780.00**			
UGC Grant Merge Scheme	*19,86,848.00*				
UGC Grant Under XIIth Plan	*4,72,500.00*				
Add. Assit. To Colleges-XI Plan(Fixed asset)	*18,87,638.00*				
Additional Assistance XI Plan	*21,97,270.00*				
Career Oriented Programme UGC Grant	*2,36,685.00*				
College Development Plan - X - Plan	*1,92,665.00*				
College Development Scheme - XI Plan	*5,63,265.00*				
		40 more ...			
Total		**6,34,16,452.94**	**Total**		**6,34,16,452.94**

F1: Condensed | F2: Period | F3: Company | F7: Valuation | S: Schedule VI | C: New Column | A: Alter Column | D: Delete Column | N: Auto Column | F9: Inventory Reports | F10: A/c Reports | F11: Features | F12: Configure | F12: Range | F12: Value

Q: Quit | R: Remove Line | U: Restore Line | U: Restore All | Space: Select | Ctrl + N

Tally MAIN --> Gateway of Tally --> Balance Sheet | © Tally Solutions Pvt Ltd., 1988-2020 | Fri, 11 Feb, 2022 | 13:13:20

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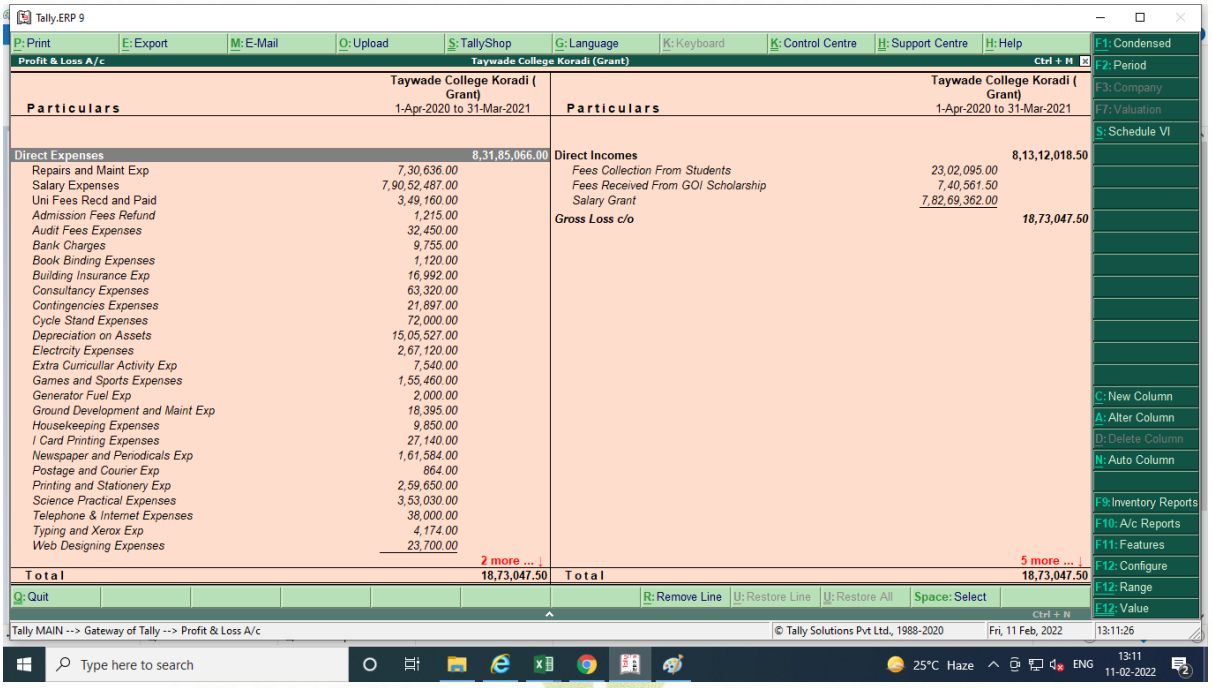
Principal
Taywade College
MAHADULA KORADI DIST NAGPUR



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Profit & Loss A/c — Taywade College Koradi (Grant) — Ctrl + M

Particulars	Taywade College Koradi (Grant) 1-Apr-2020 to 31-Mar-2021		Particulars	Taywade College Koradi (Grant) 1-Apr-2020 to 31-Mar-2021	
Direct Expenses		**8,31,85,066.00**	**Direct Incomes**		**8,13,12,018.50**
Repairs and Maint Exp	7,30,636.00		*Fees Collection From Students*	23,02,095.00	
Salary Expenses	7,90,52,487.00		*Fees Received From GOI Scholarship*	7,40,561.50	
Uni Fees Recd and Paid	3,49,160.00		*Salary Grant*	7,82,69,362.00	
Admission Fees Refund	1,215.00		***Gross Loss c/o***		***18,73,047.50***
Audit Fees Expenses	32,450.00				
Bank Charges	9,755.00				
Book Binding Expenses	1,120.00				
Building Insurance Exp	16,992.00				
Consultancy Expenses	63,320.00				
Contingencies Expenses	21,897.00				
Cycle Stand Expenses	72,000.00				
Depreciation on Assets	15,05,527.00				
Electrcity Expenses	2,67,120.00				
Extra Curricullar Activity Exp	7,540.00				
Games and Sports Expenses	1,55,460.00				
Generator Fuel Exp	2,000.00				
Ground Development and Maint Exp	18,395.00				
Housekeeping Expenses	9,850.00				
I Card Printing Expenses	27,140.00				
Newspaper and Periodicals Exp	1,61,584.00				
Postage and Courier Exp	864.00				
Printing and Stationery Exp	2,59,650.00				
Science Practical Expenses	3,53,030.00				
Telephone & Internet Expenses	38,000.00				
Typing and Xerox Exp	4,174.00				
Web Designing Expenses	23,700.00				
		2 more ...			5 more ...
Total		**18,73,047.50**	**Total**		**18,73,047.50**

F1: Condensed | F2: Period | F3: Company | F7: Valuation | S: Schedule VI | C: New Column | A: Alter Column | D: Delete Column | N: Auto Column | F9: Inventory Reports | F10: A/c Reports | F11: Features | F12: Configure | F12: Range | F12: Value

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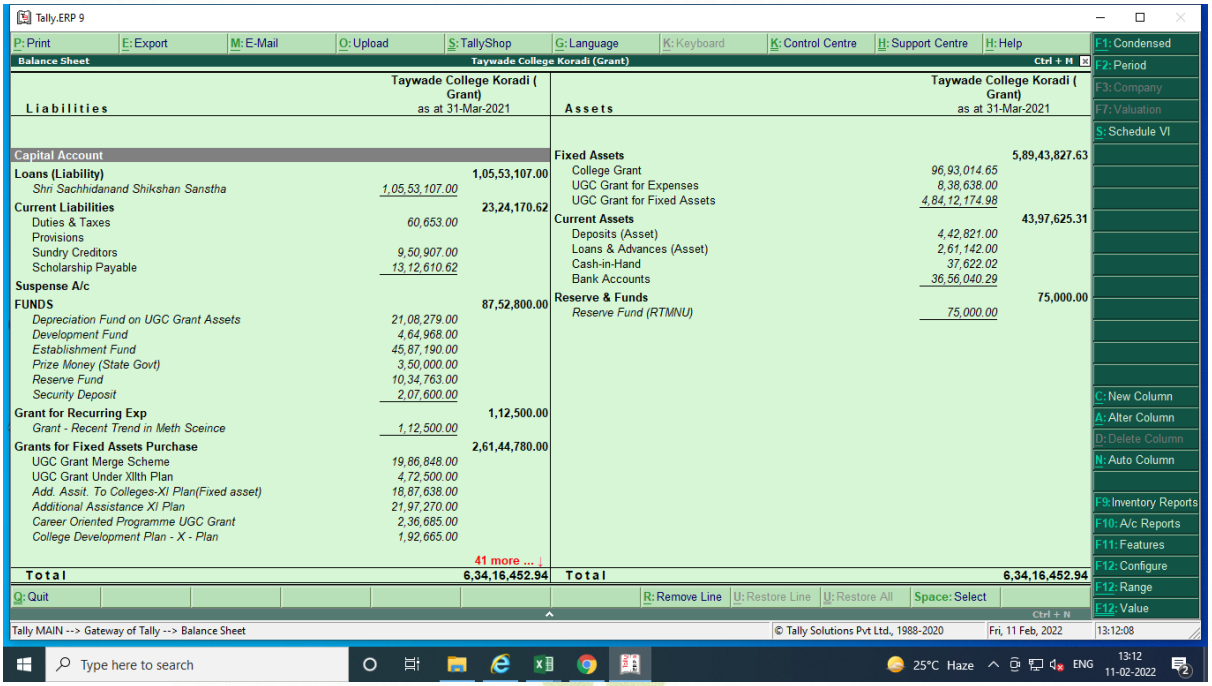
Taywade College
MAHADULA KORADI DIST NAGPUR



Tally.ERP 9

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Balance Sheet — Taywade College Koradi (Grant) — Ctrl + M

Liabilities	Taywade College Koradi (Grant) as at 31-Mar-2021		Assets	Taywade College Koradi (Grant) as at 31-Mar-2021	
Capital Account					
Loans (Liability)		1,05,53,107.00	**Fixed Assets**		5,89,43,827.63
Shri Sachhidanand Shikshan Sanstha	1,05,53,107.00		College Grant	96,93,014.65	
Current Liabilities		23,24,170.62	UGC Grant for Expenses	8,36,638.00	
Duties & Taxes	60,653.00		UGC Grant for Fixed Assets	4,84,12,174.98	
Provisions			**Current Assets**		43,97,625.31
Sundry Creditors	9,50,907.00		Deposits (Asset)	4,42,821.00	
Scholarship Payable	13,12,610.62		Loans & Advances (Asset)	2,61,142.00	
Suspense A/c			Cash-in-Hand	37,622.02	
FUNDS		87,52,800.00	Bank Accounts	36,56,040.29	
Depreciation Fund on UGC Grant Assets	21,08,279.00		**Reserve & Funds**		75,000.00
Development Fund	4,64,968.00		*Reserve Fund (RTMNU)*	75,000.00	
Establishment Fund	45,87,190.00				
Prize Money (State Govt)	3,50,000.00				
Reserve Fund	10,34,763.00				
Security Deposit	2,07,600.00				
Grant for Recurring Exp		1,12,500.00			
Grant - Recent Trend in Meth Sceince	1,12,500.00				
Grants for Fixed Assets Purchase		2,61,44,780.00			
UGC Grant Merge Scheme	19,86,848.00				
UGC Grant Under XIIth Plan	4,72,500.00				
Add. Assit. To Colleges-XI Plan(Fixed asset)	18,87,638.00				
Additional Assistance XI Plan	21,97,270.00				
Career Oriented Programme UGC Grant	2,36,685.00				
College Development Plan - X - Plan	1,92,665.00				
		41 more ...			
Total		6,34,16,452.94	**Total**		6,34,16,452.94

F1: Condensed | F2: Period | F3: Company | F7: Valuation | S: Schedule VI | C: New Column | A: Alter Column | D: Delete Column | N: Auto Column | F9: Inventory Reports | F10: A/c Reports | F11: Features | F12: Configure | F12: Range | F12: Value

Q: Quit | R: Remove Line | U: Restore Line | U: Restore All | Space: Select — Ctrl + N

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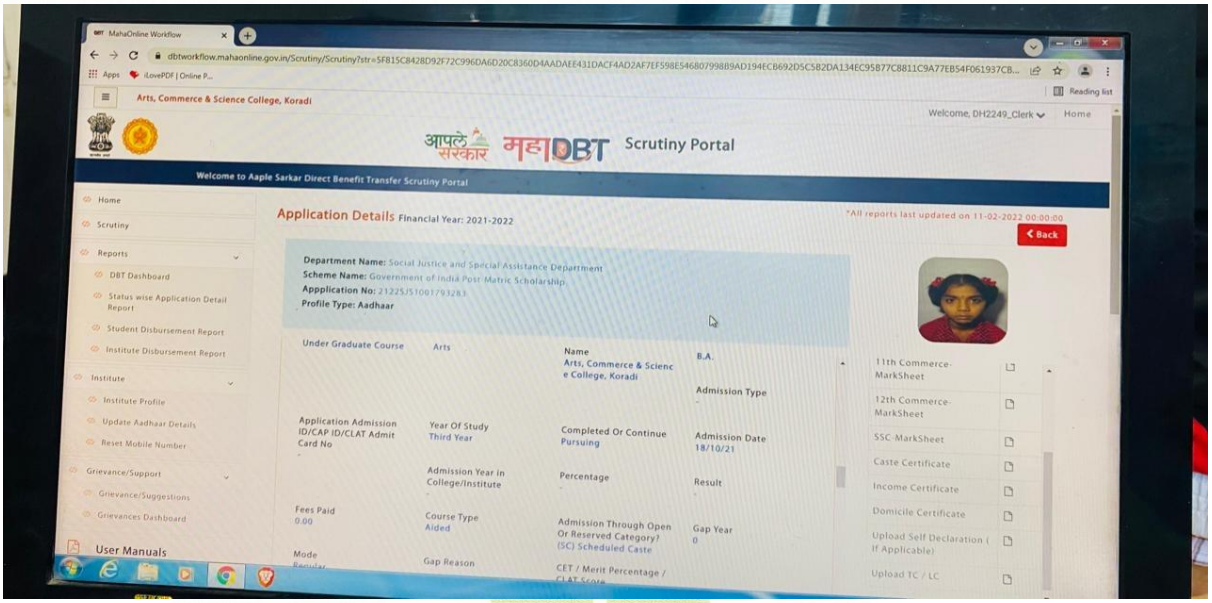

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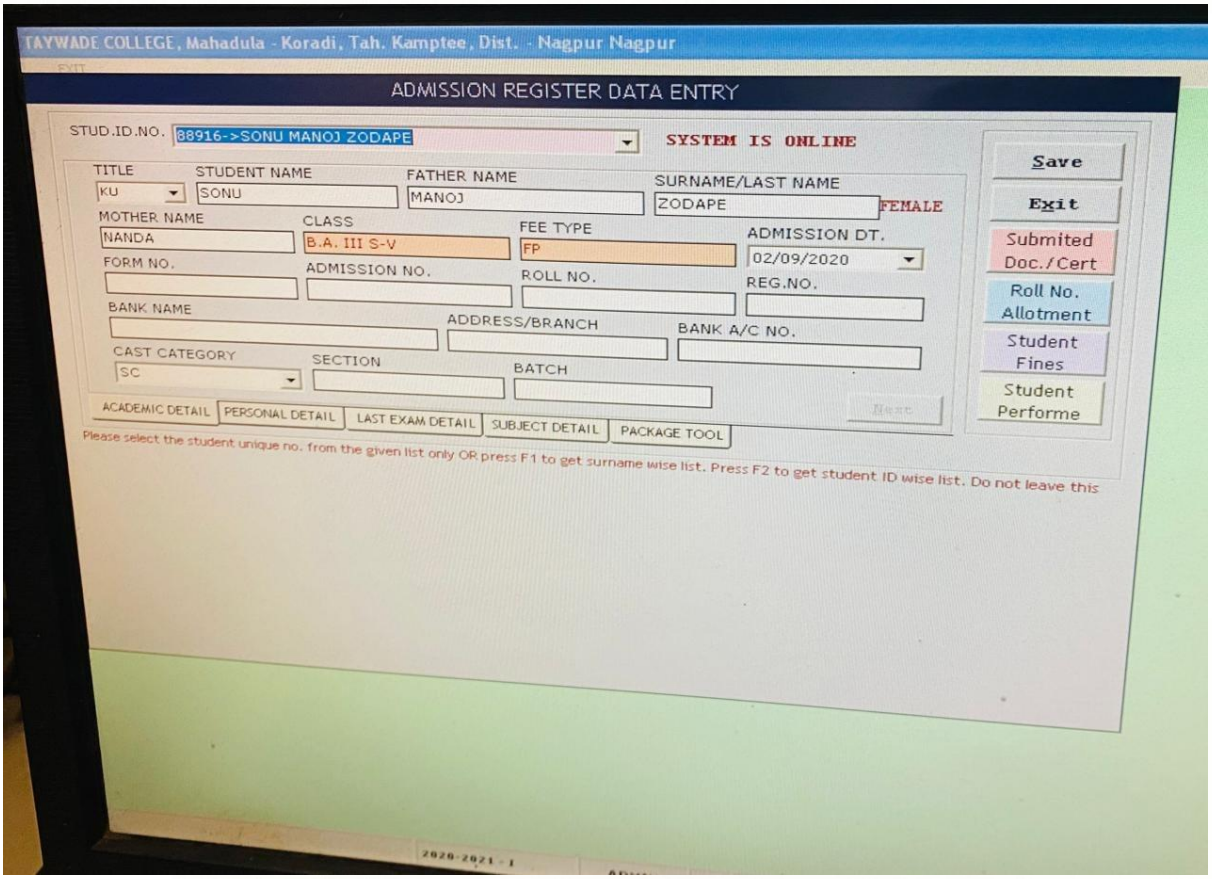

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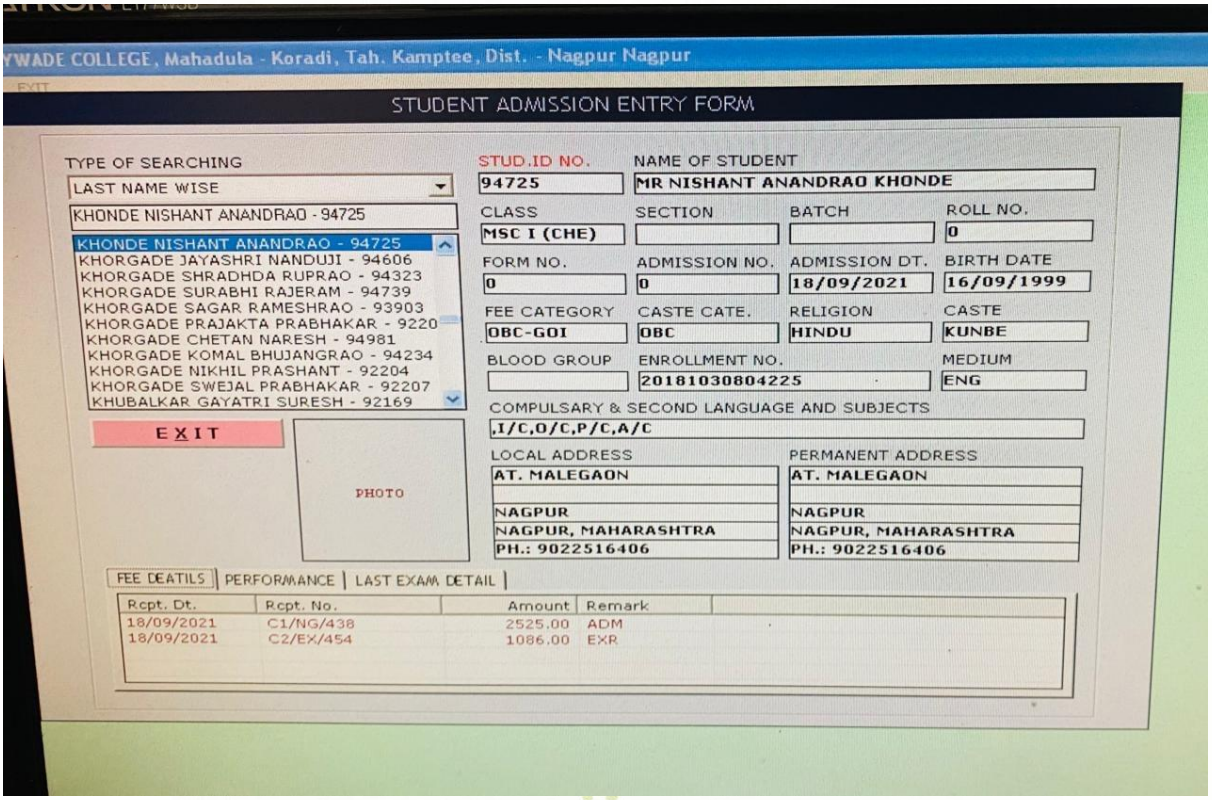

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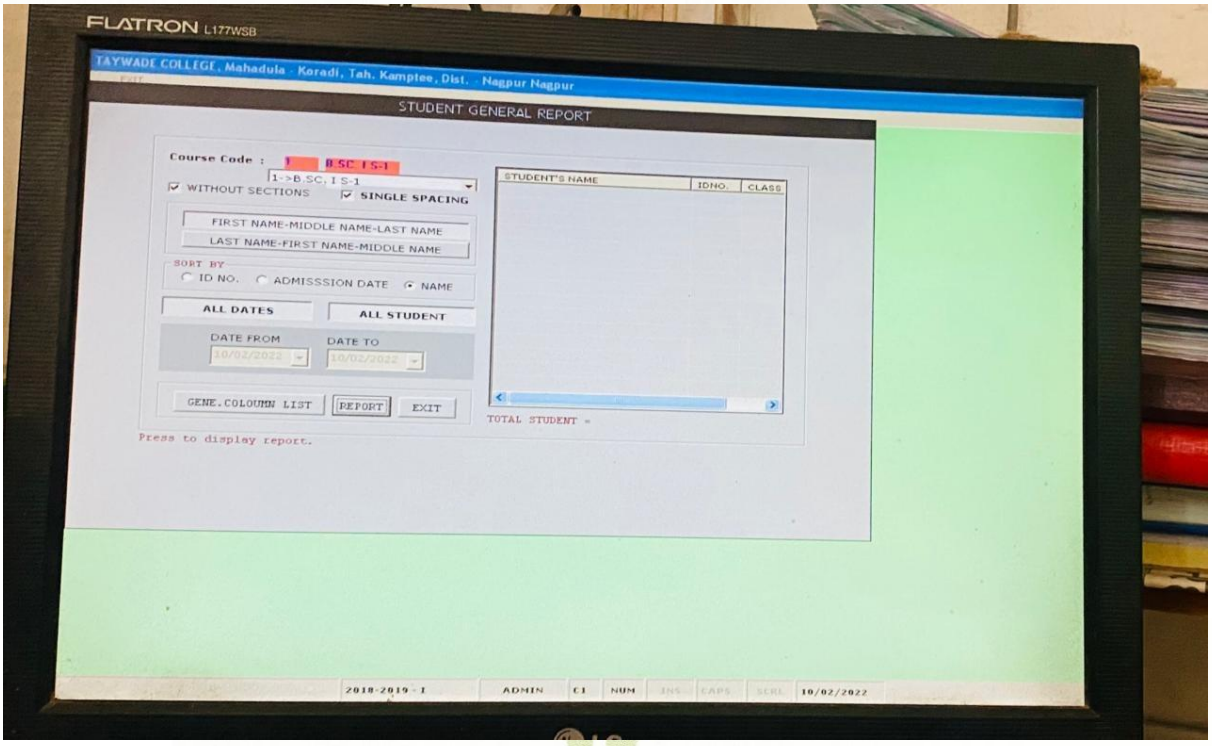

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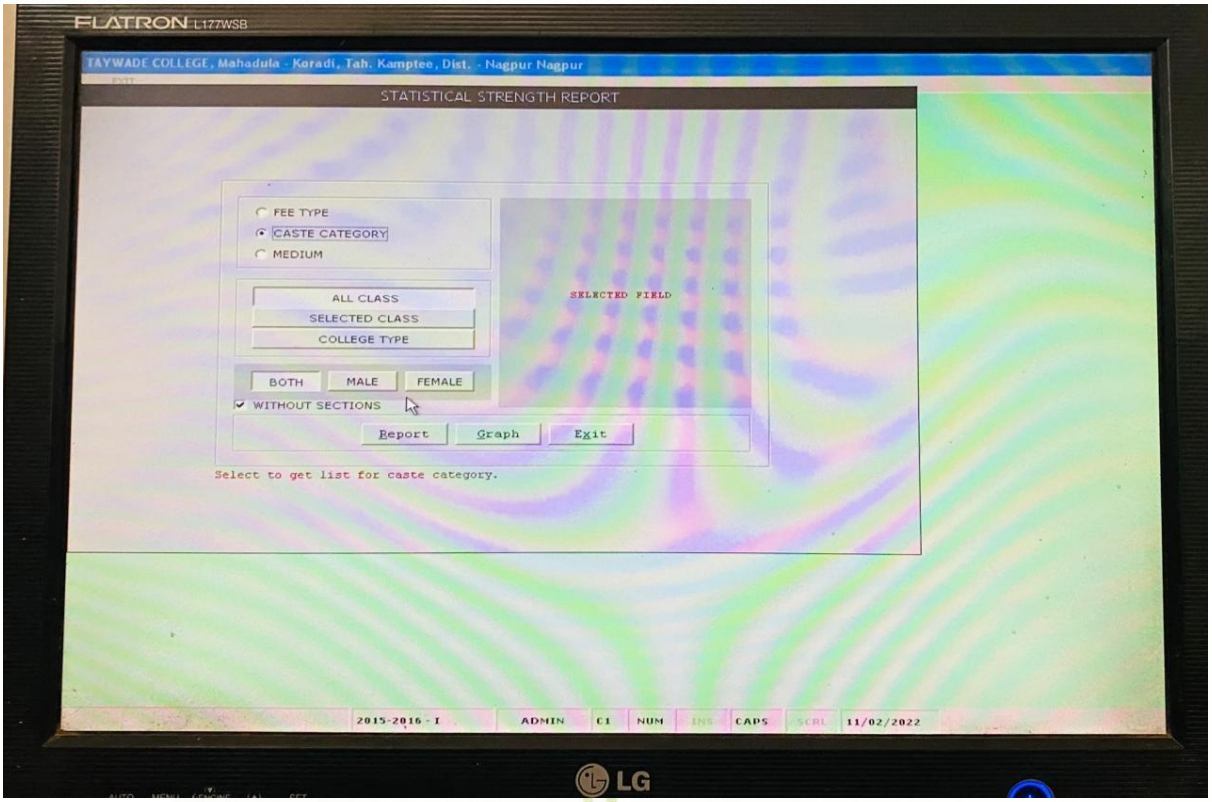

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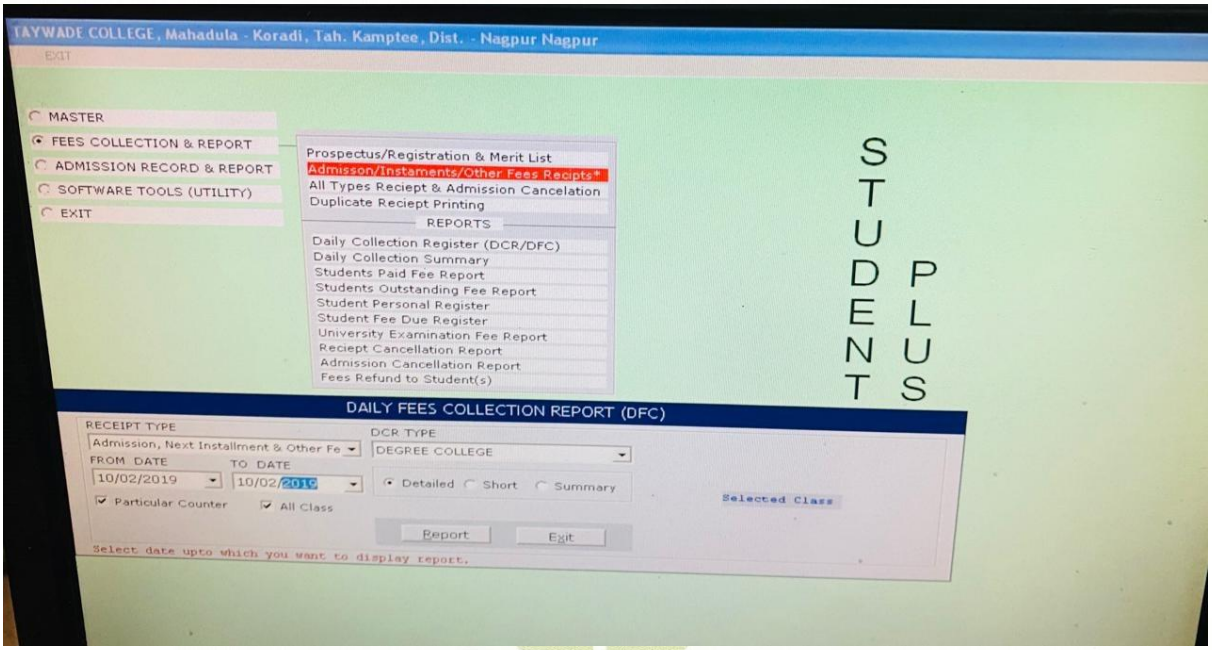

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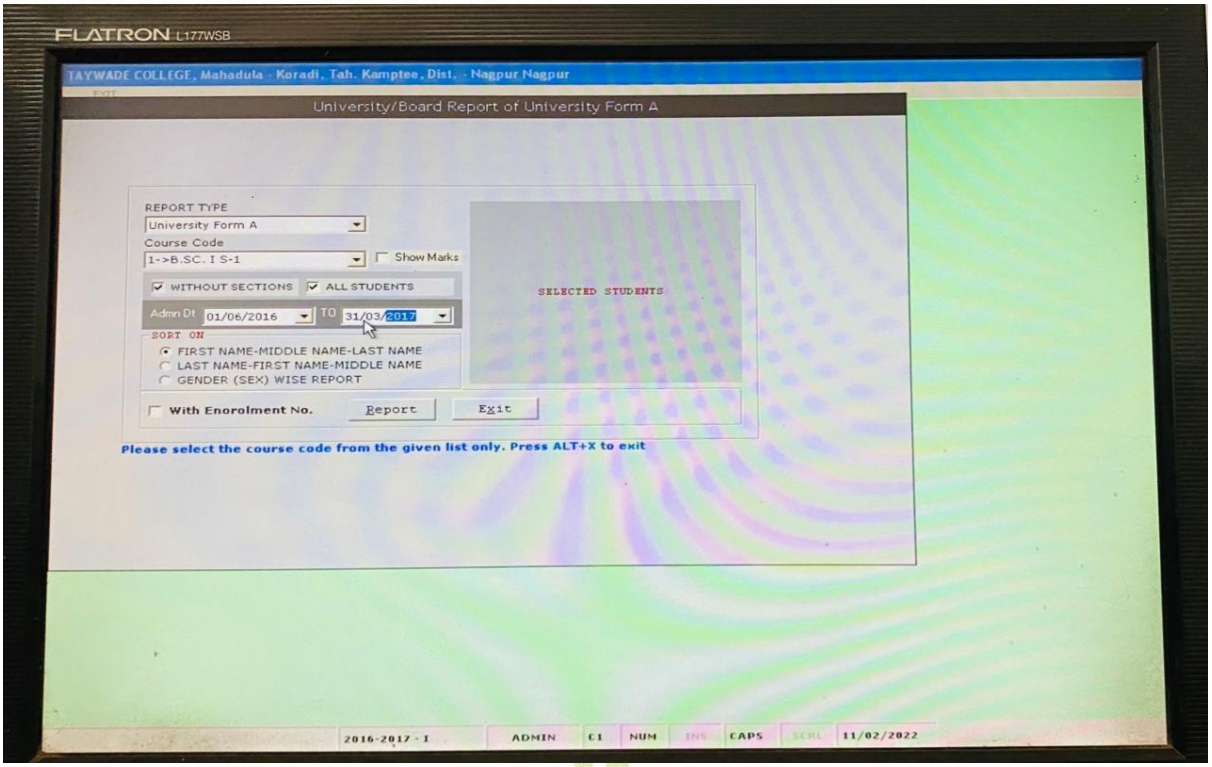

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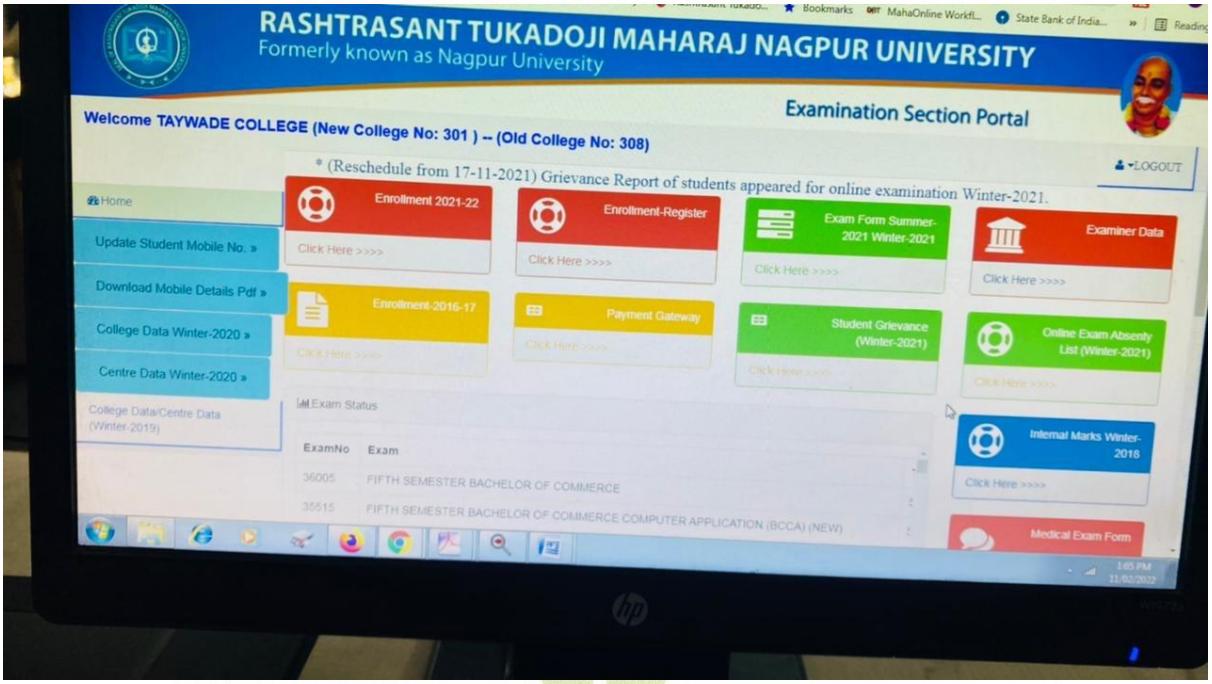

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