

## BHARATI VIDYAPEETH'S COLLEGE OF ENGINEERING, KOLHAPUR

Approved by AICTE, New Delhi & Affiliated to Shivaji University, Kolhapur  
Near Chitranagari, Kolhapur - 416013 (MS)

FOUNDER & CHANCELLOR

**Dr. Patangrao Kadam**

M.A., LL. B., Ph. D.

DTE INSTITUTE CODE : EN-6288

Tel.No.: (0231) 2638893, 2638894, Fax : 2636050

Web : <http://coekolhapur.bharatividyaapeeth.edu> E-mail : [coekolhapur@bharatividyaapeeth.edu](mailto:coekolhapur@bharatividyaapeeth.edu)

PRINCIPAL

**Dr. Vijay Ghorpade**

M.E., Ph. D. (Computer)

## E-Governance Policy



## BHARATI VIDYAPEETH'S COLLEGE OF ENGINEERING, KOLHAPUR

FOUNDER CHANCELLOR

**Dr. Patangrao Kadam**

M.A., LL. B., Ph. D.

Accredited by NAAC With 'A' Grade  
Approved by AICTE, New Delhi & Affiliated to Shivaji University, Kolhapur  
Near Chitranagari, Kolhapur - 416013 (MS)

DTE INSTITUTE CODE : EN-6288

Tel.No.: (0231) 2638893, 2638894, Fax : 2636050

Web : <http://coekolhapur.bharatividyaapeeth.edu> E- mail : [coekolhapur@bharatividyaapeeth.edu](mailto:coekolhapur@bharatividyaapeeth.edu)

PRINCIPAL

**Dr. Vijay Ghorpa**

M.E., Ph. D. (Compute

Ref. No. BV/COEK / 373 / 2021-20 22

Date : 15-07-2021

### 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

#### Objectives:

- To Implement E-governance in all functioning of the college.
- To promote transparency and accountability in the college administration.
- To create a paperless environment.
- To provide easy and quick access to information.
- To make campus Wi-Fi enabled.
- To make Classrooms ICT Enabled having Desktops, Smartboards, Projectors etc.





## BHARATI VIDYAPEETH'S COLLEGE OF ENGINEERING, KOLHAPUR

FOUNDER CHANCELLOR

**Dr. Patangrao Kadam**

M.A., LL. B., Ph. D.

Accredited by NAAC With 'A' Grade  
Approved by AICTE, New Delhi & Affiliated to Shivaji University, Kolhapur  
Near Chitranagari, Kolhapur - 416013 (MS)

DTE INSTITUTE CODE : EN-6288

Tel.No.: (0231) 2638893, 2638894, Fax : 2636050

Web : <http://coekolhapur.bharatividyaapeeth.edu> E-mail : [coekolhapur@bharatividyaapeeth.edu](mailto:coekolhapur@bharatividyaapeeth.edu)

PRINCIPAL

**Dr. Vijay Ghorpade**

M.E., Ph. D. (Computer)

Ref. No. BV/COEK / 373 / 2021 -2022

Date : 15-07-2021

### Policy:

The college will implement e-governance in all aspects of functioning like library, accounts, admissions, administration, teaching and examinations. The policy is designed and framed to make each and every function transparent and accountable.

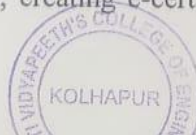
The College decides to make the policies and procedure in following domains:

**Website:** The website will act as an information centre which will reflect about the college, all its activities, important notices, courses offered etc. 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:** The admission detail of student will include students admit year, their branch, registration number etc. Maintenance of records and retrieving data should become easy and for this purpose online software to be used.

**Academic:** Advanced Excel Tools to be used by teaching Faculty to record attendance, internal assessment etc. Monthly reports, semester end reports should be generated to automatically calculate the internal assessment marks. Collection of student's feedback and posting study material should be in online mode.

**Administration:** The ERP software to be used for easy recording and maintenance of details like, creating e-certificates, fee type and creating user logins for faculty.





## BHARATI VIDYAPEETH'S COLLEGE OF ENGINEERING, KOLHAPUR

FOUNDER CHANCELLOR

**Dr. Patangrao Kadam**

M.A., LL. B., Ph. D.

Accredited by NAAC With 'A' Grade  
Approved by AICTE, New Delhi & Affiliated to Shivaji University, Kolhapur  
Near Chitranagari, Kolhapur - 416013 (MS)

DTE INSTITUTE CODE : EN-6288

Tel.No.: (0231) 2638893, 2638894, Fax : 2636050

Web : <http://coekolhapur.bharatividyaapeeth.edu> E- mail : [coekolhapur@bharatividyaapeeth.edu](mailto:coekolhapur@bharatividyaapeeth.edu)

PRINCIPAL

**Dr. Vijay Ghorpade**

M.E., Ph. D. (Comput

Ref. No. BV/COEK / 373 / 2021 -2022

Date : 15-07-2022

**Library:**The Library to install fully automated E-Granthalaya software which should have an easy to use- Graphical User Interface, barcode support with search and export facility for most reports. The College will add more and more e-learning resources for the benefit of the teachers and the students

**Examinations:**The Examination process is regulated by the University and thus e-governance policy of the University to be adopted in this regard.

**Accounts and finance:**The office continues to maintain its account on Tally. Latest versions of the software to be purchased and used by the college.This will help the accounts department to record the details like fee payments, cash on hand, expenditure report, tracking payments, audits etc. Payments are generally made and received through online mode such as NEFT, RTGS and Bank Transfers etc.

**ICT Tools:**The College to ensure that it has adequate number of desktops for students and faculty. Computers and printers to be made available in the administrative block. Projectors and other multimedia devices to be provided in the auditorium, classrooms, seminar halls and laboratories. The College to maintain adequate configuration servers to allow fast transmission of data to the various computers. Office automation packages for desktops like Open Office, MS Office and Antivirus to be purchased and updated regularly.



**Dr. Vijay Ghorpade**  
Principal  
BHARATI VIDYAPEETH'S  
COLLEGE OF ENGINEERING  
KOLHAPUR