



VISAKHA GOVT. DEGREE COLLEGE for WOMEN

(ISO 90001: 2015, 5001: 2018, 4001: 2015, 45001:2018, 27001:2013 Certified College)

Quality Brands India College

(ACCREDITED BY NAAC "B" GRADE INSTITUTION)

<http://www.womengovtcollegevisakha.ac.in>

(OLD JAIL ROAD, DABAGARDENS, VISAKHAPATNAM 530 020, ANDHRA PRADESH).



E GOVERNANCE REPORT

All the official communication regarding any aspect of institutional management is done through e-mails, official WhatsApp group, MIS modules, fax and messages. An official WhatsApp Group has been created for sharing instructions, information, directions, important announcements and notices to the employees. Our college administration is moving ahead in the direction of paperless and transparent administration and all the communications with higher and external authorities is done through e-mails and other electronic and digital formats. Institutional tasks carried out online are given below

- Monitoring of various scholarship schemes
- Management of e-service books (ER Sheets) of faculty
- Augmentation of ICT based infrastructure
- Dynamic website maintaining comprehensive information regarding all aspects of college
- Uploading leave details in CCE OTLP portal
- Salary payment to employees through Centralised Fund Management System
- Uploading of classes in OTLP Mobile app
- Organisation of workshops, awareness and training programs in online mode.
- Monitoring of faculty and student attendance through biometric system.
- Generating payslips of employees
- Tracking and issuing the books required to the students and staff.
- Assignment of projects and submission of Reports
- Submission of internal marks
- Communicating with the higher and external authorities

Finance and Accounts:

Our Institution is moving towards ensuring a completely cashless financial environment. Payment of salaries to all the staff and examination remuneration bills are paid online. Students received scholarship from Social Welfare Office online. Transparency and financial accountability is ensured through executing cashless purchase transactions and through digital payments.

Some of the finance and account transactions performed online are as below:

- Payment of examination and admission fees.
- Preparation of pay bills and management of govt scholarships schemes
- Disbursement of salary slips & accounting of GPF and CPS
- Calculation of Income tax through income tax software
- Processing of financial data and preparation of accounting statements
- Submit monthly financial statements
- Disbursement of TA and DA to staff for office work

Students' Admission and Support:

Admissions into programs offered is a complete online process managed and regulated by higher education department through its web-portal <https://www.schools360.in/ap-online-degree-admission/>

Blended teaching is adapted with the use of various online teaching tools such as g-suite, google classroom, cisco Webex, zoom, Teachmint etc. Our institution is facilitated with 3 Digital classrooms consisting of Digital Board, Web camera, Speakers, OHP and Digital Podium which enable students to learn and benefit from the lectures given by renowned professors throughout the globe and 3 Virtual Classrooms consisting of Interactive Board and OHP that support Teaching -learning effectively by enabling viewing of 3 dimensional pictures and videos. There are 17 Science Laboratories are well equipped with LED Projectors, and with latest instruments in good working condition facilitating students to acquire sound practical knowledge and 5 computer labs having 250 Computers upgraded with latest Softwares like Adobe Readers, C, C++, Tally, ERP, WINDOWS 10, MY SQL and five 10th GENERATION computers. Virtual classrooms enable our faculty to address students sitting in different classrooms at the same time thereby enabling students to benefit from the lecture. College Central Library is automated with KOHA SOFTWARE enabling students to access the availability of required print books. DELNET and INFLIBNET memberships are enabling our students to access e-books, e-journals and enrich their knowledge. Entire campus is Wi Fi enabled through 50mbps Leased line Internet connectivity. Student attendance is recorded in OTLP mobile app.

The College displays brochure on the website specifying the guidelines for the admission process and important notifications and instructions are streamed live in our dynamic website.

Management of admission data through web-based MIS and e- mail.

Scholarships under various schemes to the students are directly credited into their accounts.

Examination System

Our college being affiliated to Andhra University, the Examination process is regulated by the Andhra University. Examination fee is paid online. Each and every faculty get registered and upload internal assessment marks in Andhra university Examination portal within the stipulated time period. Hall tickets for external examination are downloaded from AU Web portal. Time tables for internal, external and practical examinations are uploaded in the institutional website. Examination scheme pattern is also displayed in website for the convenience of the students. Students download their semester end results from:

The digital features of exam system include- • Online registration, fee payment & issuance of admit cards on web address www.exam123.myfreesites.net, • Intranet for entering CCE marks and other data, • Declaration of results on web-site, and • Preparation of mark-sheets and degrees. The College administration is committed to have an automated examination system based on features of e-governance for bringing reliability & efficiency in the system and eventually to improve the quality of education.



PRINCIPAL
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Visakhapatnam-530020