

Shri Shivaji College of Physical Education, Amravati

6.2.2: Report of Implementation of e-governance in areas of operations:

Planning and Development

All planning for improvement of the institution are organized and disseminated online. The information of students' profile allotted for admissions are completed online. The process of planning is initiated and the time-table for all the classes are planned well in advance. The implementation of syllabus and the required planning for curricular aspects, practical activities, projects work, co-curricular activities, sports activities, celebrations and process of evaluation are planned ahead. All the respective in-charges design and share their plan with the admin. The plan of action is developed based on the observations and gaps in the previous year. After a preliminary research of the new developments and keeping in view the stakeholder's requirements the topics for forthcoming seminars and workshops planned are listed and presented before IQAC, BOS and Academic Counsel meetings.

Administration

All administrative documentation is computerized. Educational Management system is tailored according to the requirement of the institution. All Information are communicated through E-Mails. Profiles of faculties and students are documented and retrieved whenever required. Communication with students and faculty is through common E-mails.

Finance and Accounts

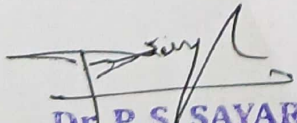
All financial transactions are preferably online. The finance and accounts are computerized. The salary of staff is calculated using the E – Sewarth Portal. The quotation for library books is transacted online. The fee collection is through digital banking system.

Student Admission and Support

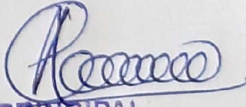
Academic calendar and syllabus are shared to the whatsapp group of the students. All study material required by students is shared through common mail and Zoom, whatsapp. Assignments, period plans and seminar presentations are submitted on whatsapp. The Online feedback is collected through Google forms. All ongoing events are updated on the college website.

Examination system

It is maintained through customized software that is updated whenever required. The exam papers for internal exams are received by mail from the faculty. Filling up of forms and release of hall tickets are done online. The marks are received online and fed into the system. The results are compiled and the certificates are generated. An add-on formative Assessment certificate is also graded for all co-curricular activities and performance throughout the year in various activities. All practical exams such as portfolio presentation was facilitated online. The Semester End Exams were delayed due to COVID. The paper was in MCQ form and short answer type questions. The students were trained to answer MCQ and scan and upload their papers. The responses were shared with faculty for evaluation. The marks are received online for all the internals conducted.


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PRINCIPAL
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