# Office of the Principal S.B.D. Government College, Sardarshahar

Website: https://hte.rajasthan.gov.in/college/gcsardarsahar E-mail: sbdgcs@gmail.com

## **E-Governance Report**

(Presented for the Approval of Staff Council)

E-governance is defines as the process of using ICT devices in governmental processes and activities. It brings Transparency and Efficiency in all spheres of Administration. This Institution strives to achieve accountability and transparency through the services rendered as per the guidelines of the Government Agencies, esp. the Commissionerate of College Education (CCE), Govt. of Rajasthan, Jaipur.

#### E-governance in Various areas

- 1. Administration
- 2. Finance and Accounts
- 3. Student Admission and Support
- 4. Examination

The College uses various portals of State Govt. and Central Govt. in providing support to students. In Administration, we follow the guidelines of the higher authorities. Website is maintained by the CCE and regularly updated by the Nodal Officer, Website of the College. A separate website is also maintained by the college (<u>http://sbdgc.ac.in/</u>). The scholarship portals are used by the

#### PDF SIGNER DEMO VERSION

institute. For quick communication, file tracking and accountability Raj-Kaj e-DAK system is used by the college.

For finance and accounts, this institution uses various portals available on State Government Websites, e.g. PayManager, IFMS, SSO (Single Sign On).

For Student Admission and Support, the CCE has been using Online Admission Process (OAP) and Integrated Admission Process. This facility is used by every college in Rajasthan. For the offline admission, forms are invited from the students and entries are done online as per the directions of the state government. N-list Subscription is also available for access of online resources.

Examination related portals are provided by the Affiliating University. We follow a transparent system of evaluation of answer sheets, provided by the Affiliating University. The Affiliating University uses subject experts data bank for the ease of exam related work.

For Online Teaching, some faculty members use different methods to teach, e.g. YouTube, Google Meet, Zoom, Google Classroom, E-content Sharing through Social Media.

This report is presented in the Staff council for Approval. The report can also be accesssed through website of the college. On request of the faculty members, it'll be sent through e-mail ids (if anyone needs it).

## कार्यालयः प्राचार्य एस.बी.डी.राजकीय महाविद्यालय, सरदारशहर

Ph. 01564-220027 Web. https://hte.rajasthan.gov.in/college/gcsardarsahar E-Mail = sbdgcs @gmail.com

#### प्राध्यापक परिषद बैठक मिनटस

दिनांकः 12.07.2023

आज दिनांक 12.07.2023 को दोपहर 02.00 बजे प्राचार्य कक्ष में प्राध्यापक परिषद (Staff Council) की बैठक रखी गई। आज की बैठक महाविद्यालय के एसएसआर सबमिशन व नैक ग्रेडिंग के विषय पर चर्चा हेतु रखी , गई।

- आई.क्यू.ए.सी. कार्डिनेटर डॉ. देवीशंकर शर्मा ने एसएसआर सबमिशन तथा नैक टीम निरीक्षण को लेकर महाविद्यालय की अब तक की तैयारियों के बारे में बताया।
- महाविद्यालय द्वारा अब तक सात AQAR तथा IIQA सबमिट किया जा चुका है। IIQA के स्वीकृत होने की तिथि से 45 दिन की अवधि में फाईनल एसएसआर सबमिट किया जाना है इस हेतु एसएसआर का ड्राफ्ट संकाय सदस्यों के समक्ष अनुमोदन हेतु प्रस्तुत किया गया।
- डॉ. देवीशंकर शर्मा ने संकाय सदस्यों से निम्नलिखित बिन्दुओं पर विशेष रूप से ध्यान देने के लिए आग्रह किया।
  - 🕨 ऑनलाईन शिक्षण पर बल दिया जाये।
  - NEP 2020 में जैनोलोजी, संस्कृत, हिन्दी, इतिहास व चित्रकला आदि विषयों पर बल दिया गया है। अतः महाविद्यालय में उपरोक्त विषयों के विकास एवं संवर्द्धन को प्रमुखता से लिया जाये।
  - SSR सबमिशन के पश्चात DVV और SSS होना है। अतः सभी संकाय सदस्य इसमें अपनी भूमिका को लेकर सक्रिय रहे तथा आवश्यक होने पर संबंधित डाटा आईक्यूएसी में उपलब्ध करवायें
  - महाविद्यालय में छात्र संख्या के अनुपात में पर्याप्त कम्प्यूटर सैट उपलब्ध नहीं है। अतः विद्यार्थियों के लिए कम्प्यूटर संसाधन बढ़ाये जाने की दिशा में प्रयास किया जाये।

 डॉ. गजा नन्द शर्मा ने बताया कि महाविद्यालय की गतिविधियों के प्रेस नोट में जिन संकाय सदस्यों का पदनाम आचार्य नहीं है उनके नाम के आगे प्रो. शब्द का प्रयोग न किया जाये। यदि वे पीएच.डी. की योग्यता रखते है तो डॉ. लिखा जाये।

- महाविद्यालय का सही नाम S.B.D. Government College, Sardarshahar (हिन्दी में एस. बी.डी. राजकीय महाविद्यालय, सरदारशहर) है। अतः महाविद्यालय से संबंधित सभी दस्तावेजों यथा – लेटर पैड, मुहर आदि में इसी नाम का प्रयोग किया जाये।
- आयुक्तालय द्वारा अधिकृत वेबपेज https://hte.rajasthan.gov.in/college/gcsardarsahar का ही उपयोग किया जाये ताकि नैक निरीक्षण के समय किसी भी प्रकार की बाधा ना हो।
- डॉ. देवीशंकर शर्मा (आईक्यूएसी समन्वयक) ने आईक्यूएसी में पूर्व में सम्मिलित किये गये दो नये संकाय सदस्यों डॉ. सिद्धि गुप्ता और श्री शुभम बंसल की नियुक्ति के अनुमोदन का प्रस्ताव रखा।
- आईवयूएसी ने ई—गवर्नेस रिपोर्ट कौंसिल में अनुमोदन हेतू रखा।

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- बैठक के दौरान उपरोक्त सभी प्रस्तावों का प्राध्यापक परिषद द्वारा सर्वसम्मति से अनुमोदन किया गया।
- अंत में डॉ. देवीशंकर शर्मा (आईक्यूएसी समन्वयक) ने आईक्यूएसी टीम व महाविद्यालय, परिवार को धन्यवाद ज्ञापित किया।

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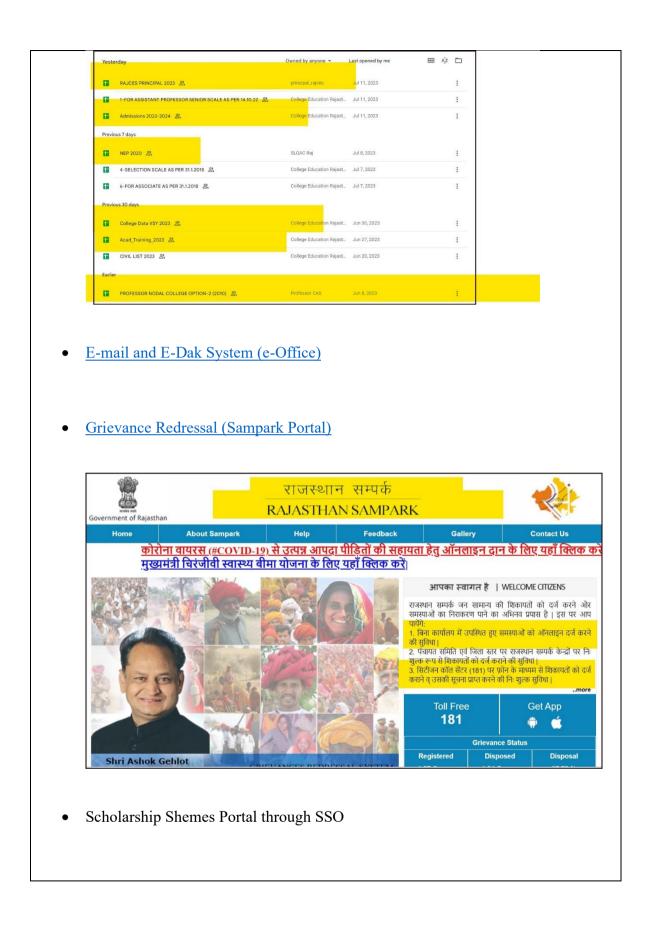
Institution implements e-governance in its operations

All Proofs of E-Governance

## Screenshots

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#### Student Admission and Support

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- <u>College Website August 2022</u>
- HTE Webpage User Management Manuals (College User, Employee, Joining-Relieving, etc.)
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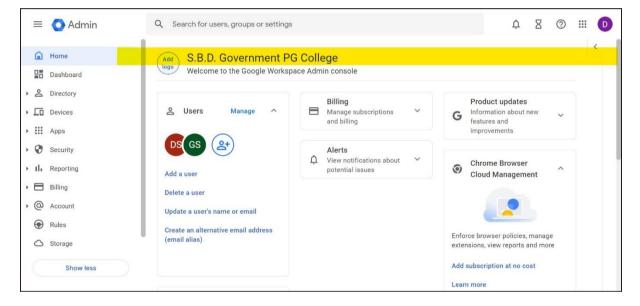
# **Online Teaching Initiatives**

### **Online Teaching**

(IQAC Co-ordinator Purchased Domain of Google Workspace for Online Classes and to organise online events and keep the records)

Admin Console Screenshots

#### Name of the College: S.B.D. Government College, Sardarshahar



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## Organisational Unit (College)

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## **Online Events Organisation for Students**

#### Online Seminar, Workshop, Student Seminar, Web Seminar

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Online Events List

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#### Online Classes Screenshots (through Google Meet Live mode)-

#### Jainology

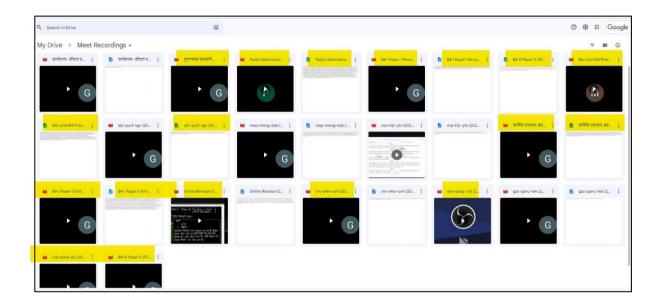
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## Department of Public Administration Onine Classes for UG and PG



#### **Online Class Meet Recordings Screenshots**

#### **Screenshots**

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## UG and PG Classes (Department of Public Administration) including Full Paper Revision Classes through Google Meet

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#### **Online Classes**

#### **Meet Recordings Classes Screenshot**

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Public Administration Online Classes Under Graduate (BA Part- I, II, III)

Screenshots of Links and E-content shared in Students WhatsApp Groups

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**BA Part-III** 



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**B.A.** Part-II

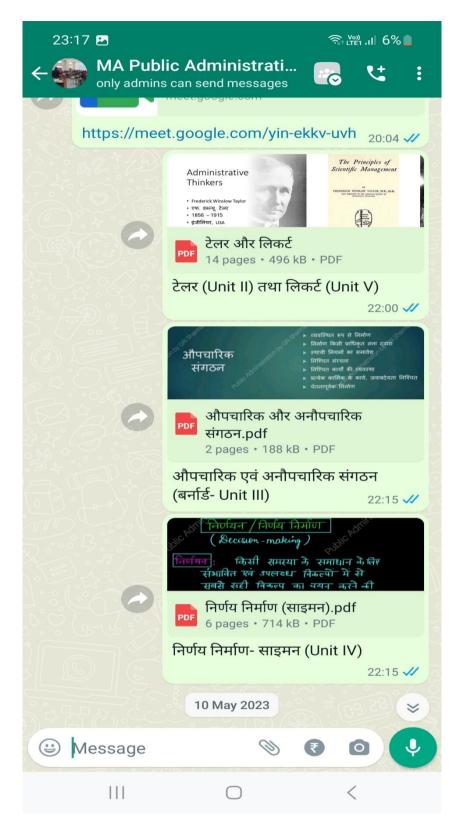
Public Administration Online Classes PG Students (MA Previous) Screenshots of Links and E-content shared in Students WhatsApp Groups



**M.A.Previous Public Administration Paper-III** 

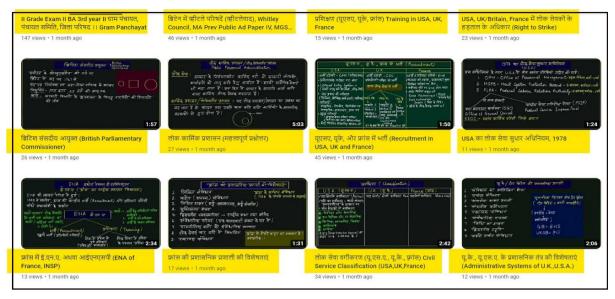
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M.A. Previous Public Administration Paper-I



M.A. Previous Public Administration Paper-II

#### YouTube Channel Screenshots



#### **M.A.Previous Public Administration Paper-IV**



#### **M.A.Previous Public Administration Paper-IV**

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**IQAC Co-ordinator** 

Principal

S.B.D.Government College, Sardarshahar

**Public Administration First Test Online BA II Responses** 

**BA Online Class Public Administration 2022-23 Feedback Received** 

**BA Online Class Public Administration 2021-2022 Feedback Received** 

E-content Mentor Order for Youtube Videos

Website

Website Maintenance Invoice

N list subscription Bill

**Computer Maintenance Bill**