

### BHARATI VIDYAPEETH'S

## COLLEGE OF ENGINEERING, LAVALE, PUNE 412 115 INSTITUTE PERSPECTIVE PLAN (2018-2023)

## **E-GOVERNANCE POLICY**

**Scope:** E-governance envisages the sole vision of enhancing the system of governance for the development of the college by leveraging new and cutting-edge technologies. The broad areas of e-governance are in the area of examinations, admissions, day-to-day operations of departments, academics, placements management information systems, and stakeholder inclusion in a staged manner. The scope of this policy broadens to the following areas:

- College Administration
- Student Admission
- \* Examination & Evaluation
- Library Management
- Account & Finance Section
- ICT Infrastructure
- ❖ E-waste Management

#### **OBJECTIVES**

- Implementation of E-governance in all functions of the college to provide a simpler and more efficient system of governance within the college.
- To achieve and create a paperless environment in the college.
- To make a green campus.
- Providing easy access to information.
- To maintain the Data in a secure environment.
- Making the institution visible globally.
- To provide easy and quick access to information.
- Promoting transparency and accountability in all the functions of the college.
- To make our Classrooms ICT-enabled having Desktops, Smartboards,
   Projectors, etc.
- Implementation of E-governance in various functioning of the institution
- Achieving efficiency in our functioning.
- Facilitating online internal and external communication between various entities of the institution.

## Policy:

- 1. To provide a simpler and efficient system of governance within the college, it is decided to adopt and implement E-governance in maximum activities of our functioning.
- 2. Institutions to embrace e-governance for the seamless access of data for better decision-making at various levels of the organization.

## Area of Implementation:

1. Website & Social Media

- 2. Student Administration including Hostels
- 3. Academics & Office
- 4. Communication System
- 5. Finance & Accounts
- 6. Library
- 7. Placements
- 8. Alumni

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

1. Website & social media: The website will act as an information center which will reflect about the college, all its activities, important notices, courses offered, etc. The website should act as a mirror of the college activities and information about all activities, important notices, etc. should be made easily available. The website is hosted & deployed by a third party on a secure platform.

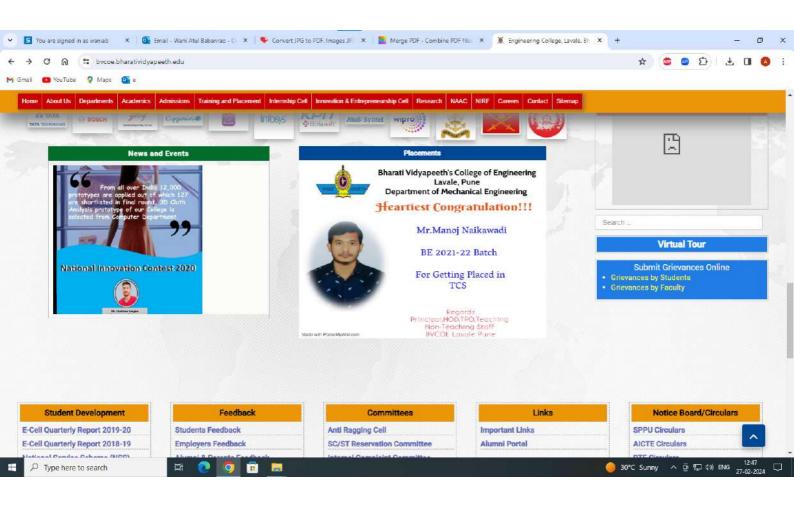
Along with it, training should be given to the existing staff, and people should be identified who will undertake the responsibility of website administration and updating at the college level. Important information & achievements will be posted on social media. A Website Committee is to be formed for the administration of the college website. The Committee will look after the process of updating, maintaining, and working on the website regularly. The Committee will also look for other changes that are required on the website. The College strives to showcase its vibrant self and activeness through its website. All the important notifications

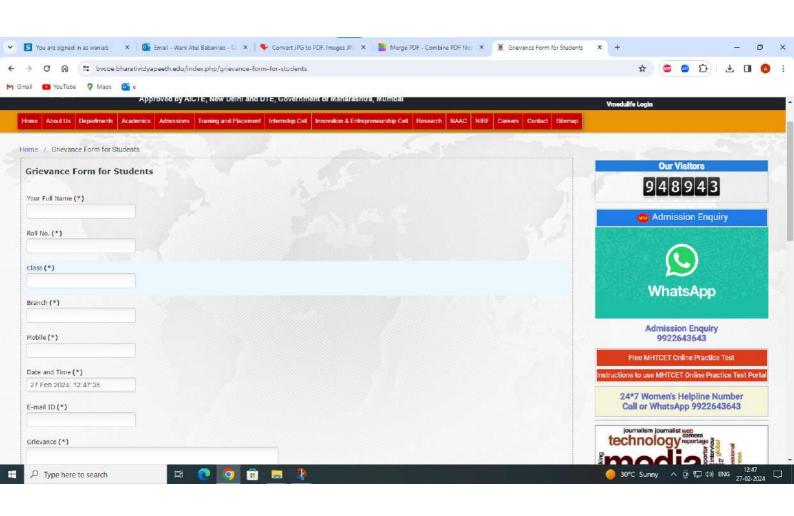
must go live on the website as and when they are released. The website of the college is to be continuously updated considering the new changes.

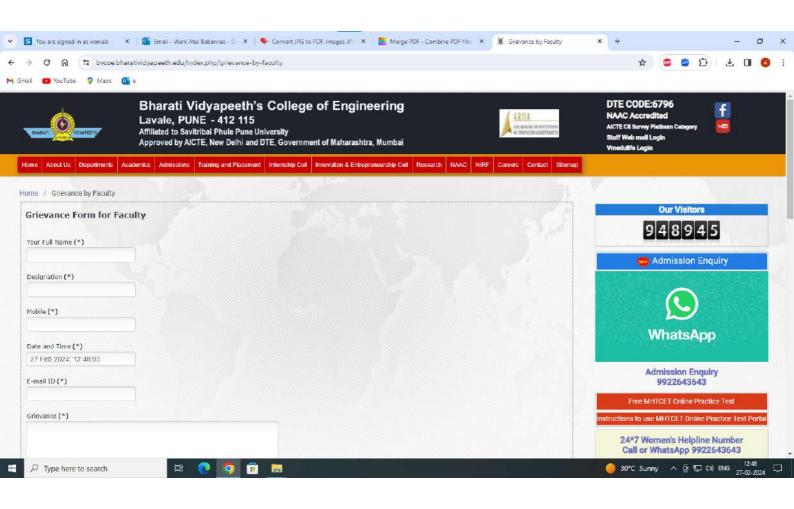
- 2. **Student Administration:** The College brings out its notice which is displayed on the website as well as on the notice board for the Administration.
- **3. Academics**: Admin Staff (Teaching as well as non-teaching Staff) to be provided with adequate training and development to keep them abreast with the new technology at regular intervals.
- **4. Communication:** Regular updates are communicated concerning Students Fees, college updates & other academic matters by uploading notices on the website and WhatsApp group made by Staff.
- **5. Finance & Accounts:** For ease of maintaining accounts & Finance suitable Accounting & Finance Tally Software package is utilized. Reports can be generated for all Staff members. Payments are generally made and received through online modes such as UPI, NEFT, RTGS, Bank Transfers, etc.
- 6. Library: The College continues to maintain its academic excellence through maintaining a well-stocked library. The College will add more and more e-learning resources for the benefit of the teachers and the students. The College should continue to subscribe to new journals and books regularly. Professors can apply to get books by different authors for the subjects they are teaching to increase the knowledge database. E-library is also available for e-books and other literature.

- 7. Examination: Examinations/student assessments play a very important role in deciding the quality of education. As per the directions of SPPU, it is mandatory to handle examinations in an online mode such as Filling out examination forms, Revaluation forms, Photocopy forms, Obtaining Hall tickets, receiving Exam papers, uploading marks, etc. Confidentiality is to be maintained while handling exam-related work. The College Examination Officer should supervise the entire process of examination under the guidance of the Head of the Institute.
- **8. Placements:** Placement Officer to maintain student info & provide access to placement to students.

I/C PRINCIPAL
BHARATI VIDYAPEETH
COLLEGE OF ENGINEERING, LAVALE
Tal-Mulshi, Dist. Pune









: Founder :
Dr. Patangrao Kadam
M.A., LL.B., Ph·D·

# BHARATI VIDYAPEETH'S COLLEGE OF ENGINEERING, LAVALE, PUNE

(Recognised by AICTE, New Delhi, DTE Mumbai & Affiliated to Savitribai Phule Pune University)

• Id No.: PU/PN/Engg./443/2012

• DTE College Code : EN6796

Ref. No.: BV/COEL/537A/2022

Date:

I/C Principal
Prof. (Dr.) R. N. Patil

M.E.(Met.). M. E.(Prod.), Ph.D.(Mech. Engg.)

Ref.No.BV/COEL/ /2022-23

Date: 01/12/2022

## Appointment of Internal Complaint Committee Members (ICC)

In accordance with the provisions described in the sexual harassment of women at work place, Establishment of Internal Complaint Committee (ICC) as per Section 4 All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of sexual harassment of women employees and students and redressal of grievances in technical institutions) Regulations, 2016 has been constituted as follows:

Sr. No.	Name of the Committee Member	Profession		
1	Dr. Shikha Bhardwaj	Chairperson		
2	Prof. U. S. Patil	Member		
3	Prof. L. K. Wani	Member		
4	Prof. L. B. Chaudhari	Member		
5	Dr. Sumati Sancheti	Member		
6	Mr. Sanjay Mulik	Member		
7	Mrs. Archana Chavan	Member		
8	Prerana shivgan(FE E&TC)	Member		
9	Nandini Mahajan (FE Comp)	Member		
10	Astha chaudhary(TE Comp)	Member		



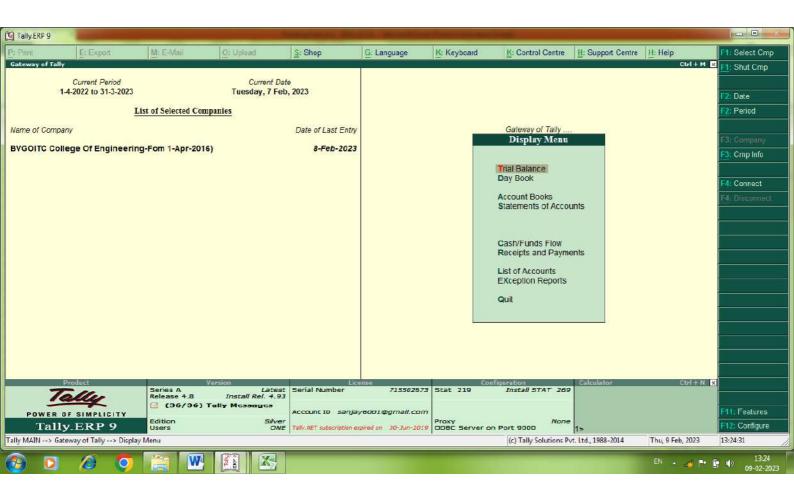
Dr. R. N. Patil
Dr. R. N. Patil
I/C PRINCIPAL
BHARATI VIDYAPEETH
COLLEGE OF ENGINEERING, LAVALE
Tal-Mulshi, Dist. Pun

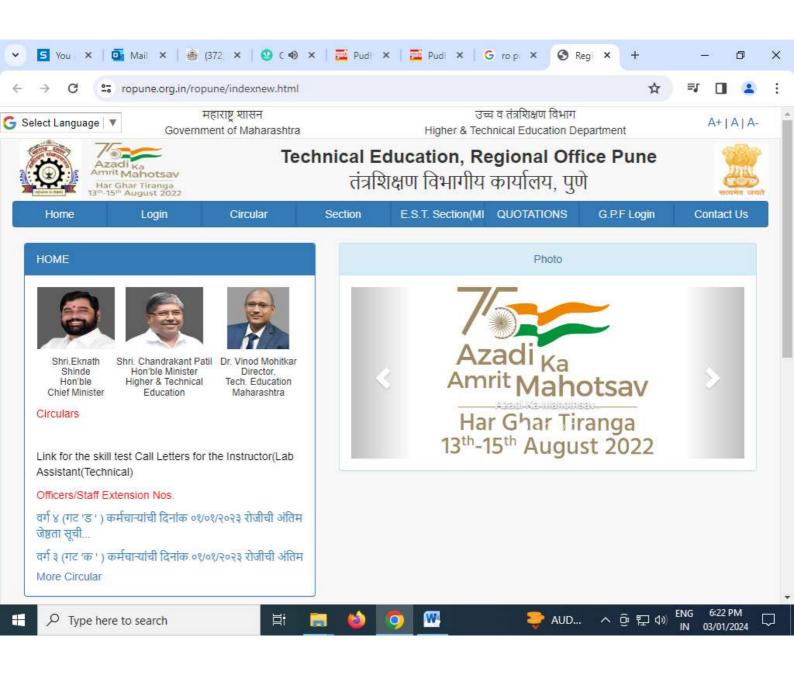
Website: <a href="http://bvcoe.bharatividyapeeth.edu/index.php">http://bvcoe.bharatividyapeeth.edu/index.php</a>
Email: <a href="mailto:coelpune@bharatividyapeeth.edu">coelpune@bharatividyapeeth.edu</a>

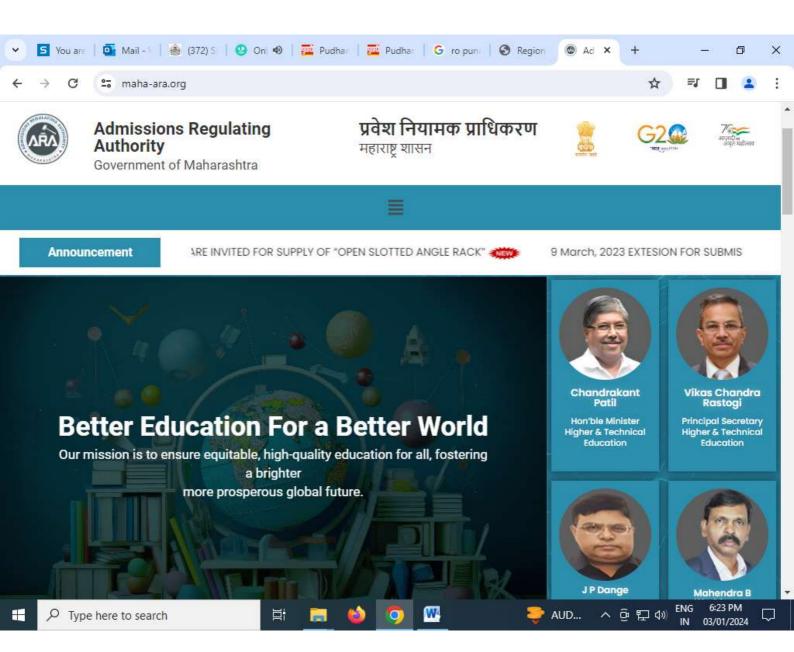
At / Post Lavale, Tal. Mulshi, Pune - 412 115.

Phone: (020) 20291357 Email: coelpune@bharatividyapeeth.edu

Website: http://bvcoe.bharatividyapeeth.edu











1003, Ambabeep, 14, Kasturba Gandhi Marg Delhi, 110001 Phone 9899377201 L Mail intogredhitch.com Web: www.edhitch.com CIN - U80902DL2018PTC33849 GST No.: 07AARCA2781J1Z8-

## Invoice

28th Jan 2021

Invoice No.

834032

Customer ID:

872342

Period:

1" March'20 to 28th Feb'21

Bill To:

Prof RN Patil, Principal Bharati Vidyapeeth College of Engg Lavale, Pune

Bank Account Details:

In Favour of ADAPEDU ONLINE TECHNOLOGIES PVT LTD Account No 918020095113120 BANK IFSC/ RTGS CODE UTIB0000015 Bank Details Axis Bank Ltd K-12, GREEN PARK MAIN, NEW

DELHI 110016

GST Number: 07AARCA278111Z8

Quantity	Item	Description	Discount	Unit Price	Taxes	Total 10030.20	
850 Student Accounts	Edhitch Services for Student	Software as a service platform for Teaching Learning and Accreditation	86%* (Commercial Price INR 50 per student per month)	INR 10 per student per month -8500.00	18% GST 1530.00		
50 Faculty Accounts	Edhitch Services for Faculty	Same as above	Nil	Free	00.00	00.00	
Up to 5 Administrator Accounts	Edhitch Administrator Accounts	Same as above	Nil	Free	00.00	00.00	
Total (Monthly)				8500.00	1530.00	10030.00	
Total Annual				102000.00	18360.00	120360.00	

Amount to be paid: One lac twenty thousand three hundred and sixty only

FOR ADAPEDU ONLINE TECHNOLOGIES PVT LTD.

Director/Authorised Signatory

Aapedu Online Technologies Pvt Ltd www.edhitch.com

\*Edhitch is committed to social cause. This price is applicable if a certain percentage of students belong to economically weaker section. Commercial Price is INR 50 per student per month plus taxes.

CEIDAMA. WISH

(ORIGINAL FOR RECIPIENT)

### TAX INVOICE

e-Way Bill No. Dated Invoice No 13-Jun-2022 UNITEL INFOTECH - (From 1-Apr-2016) Mode/Terms of Payment A1/6, SWAROOP HSG.SOC. 083/22-23 NEAR MEHENDALE GARAGE. Delivery Note ERANDWANA. PUNE - 411004 Other Reference(s) PH - 25441609 / 020-25462892 Supplier's Ref. GSTIN/UIN: 27AHQPG1151K1Z8 State Name: Maharashtra, Code 20107122 **ABHAY** Dated E-Mail: unitel\_i@yahoo.co in Buyer's Order No. Buyer Delivery Note Date Bharati Vidyapeeth College of Engineering - Lavale Despatch Document No. Lavale

Pune

GSTIN/UIN State Name 27AAATB1836D1Z6

Maharashtra, Code: 27

Despatched through

Destination

Terms of Delivery

SI	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
No.	Face Based Attendance System ESSL Face Based Attendance	85437099	3 NOS.	16,750.00	NOS.		50,250.00
	Machine Model- 302/602					1	
2	Internal Battery Backup(18%) Installation Charges(GST)	85068000 9954	3 NOS. 1 NOS.	1,700.00 4,500.00	NOS.	1	5,100.00 4,500.00
	A 44.1.5						59,850.00
	Output CGST @ 9% Output SGST @ 9%			9	% %		5,386.50 5,386.50
	23/7/22		7 NOS.				₹ 70,623.00
	· Landers and the second secon						F&OF

Amount Chargeable (in words)

Indian Rupees Seventy Thousand Six Hundred Twenty Three Only

HONICAC	Taxable	Central Tax		State Tax		Total	
HSN/SAC	Value	Rate	Amount	Rate	Amount	Tax Amount	
	50,250.00	9%	4,522.50	9%	4,522.50	9,045.00	
85437099	5,100.00	9%	459.00	9%	459.00	918.00	
85068000	4,500.00	9%	405.00	9%	405.00	810.00	
9954 Total	59,850.00		5,386.50		5,386.50	10,773.00	

Tax Amount (in words): Indian Rupees Ten Thousand Seven Hundred Seventy Three Only

Remarks:

Being sales done

Company's Service Tax No.: AHQPG1151KST001

Company's PAN

: AHQPG1151K

goods described and that all particulars are true and correct. a Computer Generated Invoice

for UNITEL INFOTECH - (From 1-Apr-2016)

Authorised Signatory

ANH G. GUND CIPIER ENGINEERINGLECTRICAL BUARATIN IDYAPEETIL PUNE

