

GOVERNMENT DEGREE COLLEGE, BHUPALPALLY
(RUSA NEW MODEL DEGREE COLLEGE)

JAYASHANKAR BHUPALPALLY DIST., T.S - 506169
(Affiliated to Kakatiya University)

Website : <http://gdcts.cgg.gov.in/bhoopalpalli.edu>

E-mail : gdcbhoopalpalli@gmail.com/

: prl-gdc-bhpl-ce@telangana.gov.in



Dr. Syam Prasad Sura, Principal (FAC)

Mobile: 9849944485

POLICY OF THE COLLEGE FOR e-GOVERNANCE

POLICY OF THE COLLEGE FOR e-Governance

The Government degree College, Bhupalpally follows the rules and procedures laid down by Commissionerate of Collegiate Education, Telangana and also the rules and procedures of the affiliating University (Kakatiya University). The college implements e-governance in various functions of the college to promote transparency and accountability.

Objectives of the policy:

- Implementation of e-governance in all functions of the institution.
- To promote transparency and accountability in all the functions of the college.
- To create a paperless environment in the college.
- To provide easy access to the information.
- To make the campus Wi-Fi enabled.
- To make the Classrooms ICT Enabled with Smart boards, Projectors, etc.
- To establish a fully automated Library.

The institution follows e-governance in the following areas:

- Administration
- Student Admission and Support
- Finance and Accounts
- Examination



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Administration:

e-Office

e-Office is a paperless initiative implemented in all Degree Colleges of Telangana by the Commissionerate of Collegiate Education Vide CCE' s Procg. Rc. No. 183/Ser.I.I/2018; wherein the Principals are directed to exercise their power through e-office only.

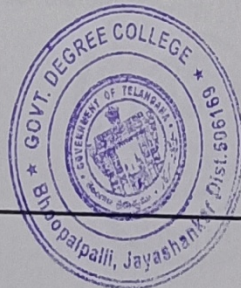
The correspondence of College Office to CCE is done through e-files with digital signature to maintain the data integrity and security during data transfer. e- Mudhra is the on line application form for getting Digital signature.

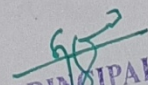
CAIMS (COLLEGE ADMINISTRATION AND INFORMATION MANAGEMENT SYSTEM)

CAIMS is the software developed by CCE and IT solution provider Extreme Informatics . It helps in effective maintenance of records and certificates of students.

The web-app modules of CA IMS are:

1. Student Information Managements System:
This module helps in collecting, storing and processing student data.
2. Accounts Management System:
This application helps in creation of Accounts/Ledgers for fee collection, posting of receipts and payment vouchers and generation of various reports.
3. Marks Management System:
This system helps the teachers for entering marks subject wise and downloading the reports.
4. Certificate Management System:
This module helps in generating certificates like Bonafide, Transfer Certificates and other certificates.




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5. Academic Audit system:

- The Commissionerate of Collegiate Education introduced Academic Audit System for monitoring academic activities of the Government Degree Colleges through a process of verification.
- The Academic Audit is conducted for the Institution and Faculty Audit is conducted for faculty through prescribed proforma. The performance of the Institution is measured through Institutional Audit proforma and the performance of faculty is measured by the faculty Audit proforma.
- The two step Academic Audit helps the institution to update and maintain necessary records that are mandatory for NAAC assessment.

Student Admission and support – DOST(Degree Online Services Telangana)

The college follows DOST online services introduced by the CCE for admission to undergraduate courses. It helps in providing information required for each and every student in choosing required undergraduate course by applying online to many colleges and courses through easy payment mode like net banking, credit card, debit card. The system alerts and updates the students through timely SMS and also through Helpline Centers. The college has District Helpline Centre to help the students in registration process of DOST and also to rectify any mismatch with Aadhar details of the students.

Finance and Accounts

The college will implement Accounts management system in Office Administrative matters.

Main features of this application are:

- Fee collection
- Special fee Account
- Scholarship-SC/ST/BG/Minority/EBC/PHC/Others




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- **Creation of User:** Admin can create new user by giving new User ID, Password, Account ID and access to the application.
- **Change Password:** By using this option, user can change the password and can reset the password by giving old and new passwords.

IFMIS (INTEGRATED FINANCIAL MANAGEMENT AND INTEGRATED SYSTEM)

The salaries of the employees will be paid through this portal..

Biometric Attendance System:

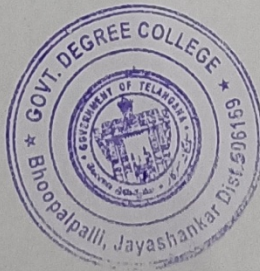
The Staff and Students mark their attendance on biometric machines installed in college. This practice ensures transparency and accountability.

Examinations:

As per the directions of the affiliating University (Kakatiya University) filling of examination forms, downloading hall tickets, examination papers, uploading internal assessment marks, practical marks etc. has to be done in online manner through University Website using college credentials.

Website:

The college has website which is updated regularly. All the activities and events of the college are posted on website immediately to keep all the stakeholders informed. Notices and Circulars regarding admissions, examination fee, almanac, etc., will be put up on the website to inform the students.



[Handwritten Signature]
Principal
 GDC Bhupalpalli
 Govt. Degree College, Bhupalpalli
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