



GURUDEV ARTS & SCIENCE COLLEGE

(Affiliated to KANNUR UNIVERSITY)

Managed by the Catholic Diocese of Bathery

DVV CLARIFICATIONS

Criterion 6

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.2 Strategy Development and Deployment

6.2.3 Implementation of e-governance in areas of operation.

- 1. Audited statements indicating expenditure on e- governance.**
- 2. ERP documents.**
- 3. Screen shots of user interface**
- 4. E - governance policy of Gurudev Arts and Science College.**
- 5. Council meeting reports on e- governance.**

Submitted to National Assessment and Accreditation Council (NAAC)

6.2.3. Implementation Of e-governance in areas of operation.

1. Institutional expenditure statements for the heads of e-governance implementation reflected in the audited statements.

Gurudev Arts and Science College implemented partial E governance in all areas of operation. The expenditure was shown in the ledger under the ‘Software’ head. In the audited statement it was mentioned in the “Addition to the Fixed Asset” in the Schedule VIII.

Ledger showing the expenses under the head SOFTWARE.

| GURUDEV ARTS & SCIENCE COLLEGE | | | | | | | | | |
|--------------------------------|------|-------------------------------|--------|--|-------|--|--|-------|--|
| LEDGER FOR THE YEAR 2013-2014 | | | | | | | | | |
| 170 SOFTWARE | | | | | | | | | |
| Month | Date | Particulars | Credit | | Debit | | | | |
| June 14 | 02 | Revised Science manual - 5000 | | | | | | | |
| | | MS recharging 1000 | | | | | | | |
| | | " 1500 | | | | | | | |
| | | | | | | | | 7500 | |
| | | | | | | | | 7500 | |
| Sept 15 | 05 | Website SRV 17 Hrs | | | | | | 25000 | |
| | | | | | | | | 25000 | |
| | | | | | | | | 4000 | |
| | | | | | | | | 36500 | |
| Nov. 05 | 05 | MS recharging 36500 | | | | | | 2000 | |
| | | | | | | | | 38500 | |



Audited statement showing expenses under schedule VIII.

GURUDEV ARTS & SCIENCE COLLEGE, MATHIL
SCHEDULE TO RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31.03.2020

Schedule-I

| | | |
|--|--------------|--------------|
| Opening Balance | | |
| Cash in Hand | 61,979.00 | |
| Cash at Bank | | |
| Mathil Service Co-Operative bank -020111000 8421 | 1,708,796.00 | |
| Mathil Service Co-Operative bank -0201110007916 | 28,163.00 | |
| South Indian Bank - 0702053000000127 | 22,202.00 | |
| State Bank of India - 67366008869 | 1,597,038.19 | |
| Kerala Gramin Bank-40409101036729 | 277,926.00 | 3,696,104.19 |

Schedule-II

| | | |
|--------------------------|---------------|---------------|
| Collection from Students | | |
| Tution Fees | 28,632,450.00 | |
| Additional Fees | 196,650.00 | |
| Lab Fees | 985,900.00 | |
| Library Fees | 523,300.00 | |
| Admission Fee | 2,368,000.00 | |
| Union Fee | 733,600.00 | |
| Internal Exam | 1,004,900.00 | |
| Establishment Fee | 628,800.00 | 35,073,600.00 |

Schedule-III

| | | |
|--|-----------|-----------|
| Bank Interest | | |
| Mathil Service Co-Operative bank -020111000 8421 | 63,489.00 | |
| Mathil Service Co-Operative bank -0201110007916 | 1,127.00 | |
| South Indian Bank - 0702053000000127 | 774.00 | |
| Kerala Gramin Bank - 40409101036729 | 24,093.00 | 89,483.00 |

Schedule-IV

| | | |
|--------------------|-----------|-----------|
| Other Collection | | |
| College store rent | 25,000.00 | |
| Scrap Sale | 1,700.00 | 26,700.00 |

Schedule-V

| | | |
|----------------------------|---------------|--|
| Administrative Expenses | | |
| Postage & Courier | 2,922.00 | |
| Electricity | 325,964.00 | |
| Lab Equipments & Metirials | 265,269.00 | |
| Salary | 13,130,242.00 | |
| Telephone | 63,052.00 | |
| News paper and Periodicals | 24,660.00 | |
| Advertisement | 84,000.00 | |
| General Expenses | 35,688.00 | |
| University Remittance | 1,042,840.00 | |
| Repair and Maintince | 294,559.00 | |
| Employees Provident Fund | 1,433,598.00 | |
| Refreshment | 43,562.00 | |

Scanned by TapScanner



| | | |
|--------------------------|------------|--------------|
| Library Books & Journals | 80,703.00 | |
| Tax | 136,682.00 | |
| Remuneration | 246,500.00 | |
| Arts and Sports | 692,008.00 | |
| Refund of Fee | 226,600.00 | |
| Printing and Stationary | 229,252.00 | |
| Gas | 28,725.00 | |
| Medical Aid | 2,150.00 | |
| Travelling Allowance | 64,569.00 | |
| Departments | 39,644.00 | |
| ESIC | 114,690.00 | |
| IQAC Expense | 13,725.00 | |
| Award Function | 83,800.00 | 18,705,404.0 |

Schedule-VI

Other Expenses

| | | |
|------------------------|------------|------------|
| Wages | 259,765.00 | |
| Miscellaneous Expenses | 9,438.00 | |
| Hire Charge | 20,535.00 | |
| Plants & Fertilizers | 33,995.00 | |
| Donation & Charity | 123,700.00 | 447,433.00 |

Schedule-VII

Bank Loan Repayment

| | | |
|--------------------------------|---------------|---------------|
| Old Loan (2599993*10=25999930) | 25,999,930.00 | |
| New Loan (466668*10=4666680) | 4,666,680.00 | 30,666,610.00 |

Schedule-VIII

Addition to Fixed Asset

| | | |
|---|---------------|---------------|
| Building Construction | 10,121,676.00 | |
| Furniture, fittings & electrical fittings | 200,249.00 | |
| Computers, software, books etc. | 38,500.00 | 10,360,425.00 |

Schedule-IX

Loans & Advances

| | | |
|-----|--|----------|
| NSS | | 8,850.00 |
|-----|--|----------|

Schedule-X

Closing Balance

| | | |
|--|--------------|--------------|
| Cash in Hand | 54,979.00 | |
| <u>Cash at Bank</u> | | |
| Mathil Service Co-Operative bank -020111000 8421 | 1,119,195.00 | |
| Mathil Service Co-Operative bank -0201110007916 | 29,290.00 | |
| South Indian Bank - 0702053000000127 | 22,976.00 | |
| State bank of India - 67366008869 | 2,000,643.72 | |
| Kerala Gramin Bank- 40409101036729 | 221,144.27 | 3,448,227.99 |

Scanned by TapScanner



Payment bill to Relent Software Technologies.

RELENT

SOFTWARE TECHNOLOGIES

MAIN ROAD PAYYANUR-670307

04985 206202,206222,200494

Sl No: 324

Date: 18/12/2017

Received from

GURUDEV ARTS AND SCIENCE COLLEGE

For the payment of

College management software

Inv no./Date

Amount (in fig.)

5000/-

Amount (in words)

Five thousand only

Payment Method(tick):

☐ Chq no.

Dated:

18/12/2017

SOFTWARE TECHNOLOGIES

MAIN ROAD PAYYANUR-670307

04985 206202,206222,200494

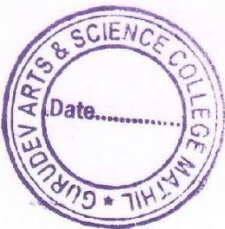
For Relent Software Technologies

Authorized Signature

to

Shankar

Scanned by TapScanner



Payment receipt from SRV Infotech Kannur.

SRV Infotech
info@srvinfotech.in
www.srvinfotech.in

SRV InfoTech
3rd Floor, Downtown Complex
Talappi, Kannur - 670002, Kerala, India
☎ 04972 157 717 ☎ 04966 717 717
☎ 08129 717 717 ☎ 09497 157 717

Receipt : RE1907W011
Date: 04/09/2019

RECEIPT

To : Gurudev Arts & Science College,
P. O. Mathil, Payyannur,
Kannur, Kerala-670343,
India.

Received Rs. 25000/- from Gurudev Arts and Science College on 04/09/2019
for invoice IN1907W011

Scanned by TapScanner



2. ERP DOCUMENT

SRV INFOTECH HUB Pvt Ltd in Kannur and RELENT SOFTWARE TECHNOLOGIES at Payyanur provides the current website of the college and All In One ERP software respectively. For further reference ERP documents related with this are hereby attatched.



info@srvinfotech.in

www.srvinfotech.com

SRV IT Hub Private Limited

3rd Floor, DownTown Complex

Talap, Kannur - 670002, Kerala, India

04972 717 717

09496 717 717

08129 717 717

09497 717 717

26/04/2022

TO WHOMSOEVER IT MAY CONCERN

This is to confirm that Gurudev Arts & Science College (gasc.ac.in) website is developed & maintained by SRV IT Hub Private Limited from May 2019. Domain and Web hosting renewal charges is Rs. 8142 per Year.

Yours Sincerely,

For SRV IT Hub Pvt. Ltd.



Vijiith K P

Managing Director

SRV IT Hub Private Limited



f

srvinfotech

g

srvinfotech

y

srvinfotech

o

srvinfotech

in

srvinfotech

p

srvinfotech

t

srvinfotech

Web Design & Development | Software Development | Mobile Apps | Web Applications | Web Hosting | E- Commerce | SEO & SMO | Digital Marketing & Branding



25 Sept 2021

TO WHOMSOEVER IT MAY CONCERN

This is to confirm that **Gurudev College** is using the All-in-one Erp software of **Relent Software Technologies** from the past 4 years for digitalising their college administration & management.
The total cost of this software is Rs.1,50,000 plus Rs.5000 for yearly server charges.

Yours Sincerely,



For Relent Software Technologies

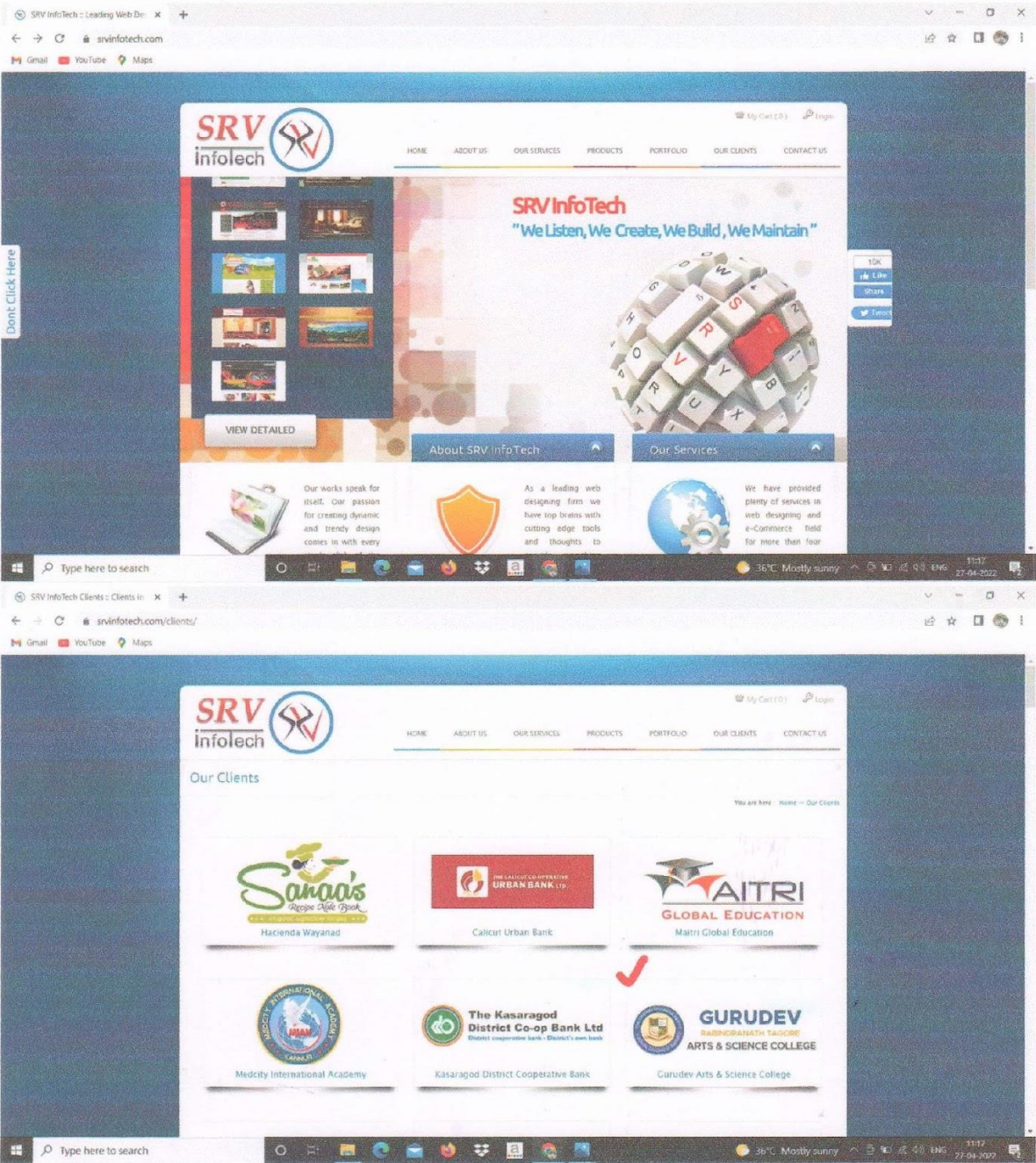
Manager

Main Road, Payyanur, Kannur - 670 307
Tel: 04985 206222
www.relentsofttech.com



3.Screenshots of user interfaces reflecting the name of HEI.

Screen shot of the website of SRV Infotech.



[Signature]
PRINCIPAL
GURUDEV ARTS & SCIENCE COLLEGE
MATHIL, KANNUR DIST

E - GOVERNANCE POLICY OF GURUDEV ARTS AND SCIENCE COLLEGE.



GURUDEV ARTS & SCIENCE COLLEGE

(Affiliated to KANNUR UNIVERSITY)

Managed by the Catholic Diocese of Bathery

E- GOVERNANCE POLICY OF GASC

OBJECTIVES:

- ▯ Implementation of E-governance in all functioning of the institution in order to provide simpler and efficient system of governance within the institution.
- ▯ To promote transparency and accountability in all the functions of the college.
- ▯ To achieve and create a paperless environment in the college.
- ▯ To provide easy and quick access to information.
- ▯ To make campus Wi-Fi enabled.
- ▯ To make our Classrooms ICT Enabled having Desktops, Laptops, Smartboards, Projectors, etc.
- ▯ To establish a fully automated Library.

POLICY:

The college has implemented partial e-governance in all aspects of functioning like library, accounts, admissions, administration, teaching, etc. The policy is designed and framed to make each function transparent and accountable.

Website: College has an official website, The website will act as an information centre which will reflect about the college, all its activities, important notices, courses offered, etc. For this purpose, training will be given to the administrative and teaching staff to make important updates on the website. A Website Committee is formed for the administration of the college website. The Committee will look after the process of updating, maintaining, and working of



P.O.Mathil, Payyanur , Kannur Dist-670307, Tel : 04985 281500
Email : gurudevcollege@gmail.com / info@gasc.ac.in, www.gasc.ac.in



GURUDEV ARTS & SCIENCE COLLEGE

(Affiliated to KANNUR UNIVERSITY)

Managed by the Catholic Diocese of Bathery

the website on a regular basis. 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 have to go live on the website as and when they are released.

Student Admission: An open and transparent strategy for the admission process is followed based on the admission portal provided by the Kannur University. The College brings out its Brochure which is displayed on the website that has guidelines for the admission process.

Administration: Attendance Management Software used by Administrative Staff and Teaching Faculty to record and track Attendance. Internal Assessment, etc. Reports of attendance are automatically calculated for the Internal Assessment marks. Administrative Office should use Advanced Excel and File Management System Tools to maintain an effective database. Students must be able to obtain maximum services in online mode. The college will look into opportunities to automate some of its functions related to administration. Admin Staff to be provided with adequate training and development to keep them abreast with the new technology

Examination: The Examination process is regulated by the University and thus e-governance policy of the University to be adopted in this regard

Alumni: To strengthen our alumni relationships, a separate alumni page to be created on the website providing facilities like registration, prominent alumni of the college, feedback, and many other aspects. Alumni association to be consulted for regular updates and database management.



hs. Ma. George

PRINCIPAL
GURUDEV ARTS & SCIENCE COLLEGE
MATHIL, KANNUR DIST

P.O.Mathil, Payyanur , Kannur Dist-670307, Tel : 04985 281500

Email : gurudevcollege@gmail.com / info@gasc.ac.in,www.gasc.ac.in



GURUDEV ARTS & SCIENCE COLLEGE


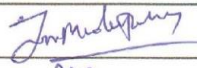
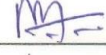




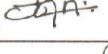




(Affiliated to KANNUR UNIVERSITY)

Managed by the Catholic Diocese of Bathery

E GOVERNANCE REPORT 2016-2017

The council meeting held on June 30 th 2016 had decided to implement an online attendance system in the college. As per the decision day to day hourly attendance of each student is being sent to the respective mobile number of their parents as sms.

Council members:

| | |
|-----------------------------|---|
| Principal |  |
| CEO & Director |  |
| Vice Principal |  |
| HOD Physics department |  |
| HOD Chemistry department |  |
| HOD Microbiology department |  |
| HOD English department |  |
| HOD Biochemistry department |  |
| HOD Commerce department |  |
| HOD BCA department |  |
| HOD Maths department |  |
| HOD BSW department |  |



P.O.Mathil, Payyanur , Kannur Dist-670307, Tel : 04985 281500

Email : gurudevcollege@gmail.com / info@gasc.ac.in,www.gasc.ac.in



GURUDEV ARTS & SCIENCE COLLEGE

(Affiliated to KANNUR UNIVERSITY)

Managed by the Catholic Diocese of Bathery

| | |
|----------------------------|------------------------|
| HOD Electronics department | <i>[Signature]</i> |
| HOD Malayalam department | <i>Vinodkumar P 15</i> |
| HOD Hindi department | <i>[Signature]</i> |
| HOD Statistics department | <i>[Signature]</i> |



PRINCIPAL
GURUDEV ARTS & SCIENCE COLLEGE
MATHIL, KANNUR DIST

P.O.Mathil, Payyanur , Kannur Dist-670307, Tel : 04985 281500
Email : gurudevcollege@gmail.com / info@gasc.ac.in, www.gasc.ac.in



GURUDEV ARTS & SCIENCE COLLEGE

(Affiliated to KANNUR UNIVERSITY)

Managed by the Catholic Diocese of Bathery

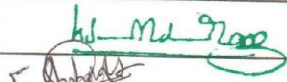
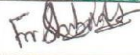



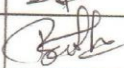
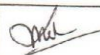

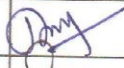


GASC/CMR/18-19

DATED: 25th MAR 2019

COUNCIL MEETING REPORT ON E - GOVERNANCE , 2018-2019

College council meeting held on 18 th March 2019, discussed launching a new website for the college. As per the discussion SRV Infotech Kannur was decided as our website developer. The decision was approved in the council meeting.

Council members:

| | |
|-----------------------------|--|
| Principal |  |
| CEO & Director |  |
| Vice Principal |  |
| IQAC Coordinator |  |
| College Coordinator |  |
| Office Superintendent |  |
| HOD Physics department |  |
| HOD Chemistry department |  |
| HOD Microbiology department |  |
| HOD English department |  |
| HOD Biochemistry department |  |



P.O.Mathil, Payyanur , Kannur Dist-670307, Tel : 04985 281500
Email : gurudevcollege@gmail.com / info@gasc.ac.in,www.gasc.ac.in



GURUDEV ARTS & SCIENCE COLLEGE

(Affiliated to KANNUR UNIVERSITY)

Managed by the Catholic Diocese of Bathery

| | |
|------------------------------|----------------|
| HOD BSW department | |
| HOD Management department | |
| HOD Commerce department | Shyma. v. c |
| HOD BCA department | |
| HOD Maths department | |
| HOD Malayalam department | Vinodkumar - P |
| HOD Hindi department | |
| HOD Statistics department | Shiraz |
| HOD Biotechnology department | |
| Librarian | |



PRINCIPAL
GURUDEV ARTS & SCIENCE COLLEGE
MATHIL, KANNUR DIST

P.O.Mathil, Payyanur , Kannur Dist-670307, Tel : 04985 281500

Email : gurudevcollege@gmail.com / info@gasc.ac.in, www.gasc.ac.in

COUNCIL MEETING REPORT ON E -GOVERNANCE 2019-2020



GURUDEV ARTS & SCIENCE COLLEGE

(Affiliated to KANNUR UNIVERSITY)

Managed by the Catholic Diocese of Bathery

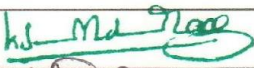







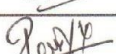




GASC/CMREG/19-20

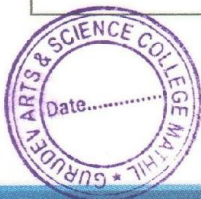
DATED: 4th June 2020

COUNCIL MEETING REPORT ON E - GOVERNANCE , 2019-2020

The council meetings held in the year 2019-2020 took many outstanding decisions in e governance. Council meeting held on March 18 th 2019 decided to make college fee payment online through SBI collect during the period of pandemic. Council meeting on September 4 th 2019 informed officially the launch of the new college website (gasc.ac.in). Decided to provide G suite ID to all teaching and non teaching staff of the college.

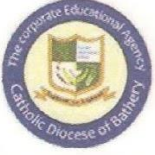
Council members:

| | |
|-----------------------------|--|
| Principal |  |
| CEO & Director |  |
| Vice Principal |  |
| IQAC Coordinator |  |
| College Coordinator |  |
| Paramarsh Coordinator |  |
| Office Superintendent |  |
| HOD Physics department |  |
| HOD Chemistry department |  |
| HOD Microbiology department |  |
| HOD English department |  |
| HOD Biochemistry department |  |
| HOD BSW department |  |



P.O.Mathil, Payyanur , Kannur Dist-670307, Tel : 04985 281500

Email : gurudevcollege@gmail.com / info@gasc.ac.in,www.gasc.ac.in



GURUDEV ARTS & SCIENCE COLLEGE

(Affiliated to KANNUR UNIVERSITY)

Managed by the Catholic Diocese of Bathery

| | |
|------------------------------|---------------|
| HOD Psychology department | |
| HOD Management department | |
| HOD Commerce department | Shyma. V. C |
| HOD BCA department | |
| HOD Maths department | |
| HOD Malayalam department | Vinodkumar. P |
| HOD Hindi department | Beena. P P |
| HOD Biotechnology department | |
| HOD Statistics department | Shirna |
| Librarian | |



PRINCIPAL
GURUDEV ARTS & SCIENCE COLLEGE
MATHIL, KANNUR DIST

P.O.Mathil, Payyanur , Kannur Dist-670307, Tel : 04985 281500
Email : gurudevcollege@gmail.com / info@gasc.ac.in,www.gasc.ac.in



GURUDEV ARTS & SCIENCE COLLEGE

(Affiliated to KANNUR UNIVERSITY)

Managed by the Catholic Diocese of Bathery

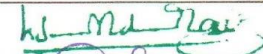

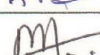




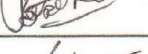
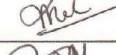
GASC/CMREGV/20-21

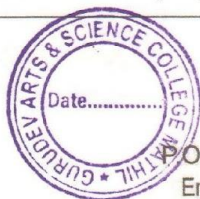
COUNCIL MEETING REPORT ON E - GOVERNANCE , 2020-2021

First online council meeting was held on March 30 th 2020 through Google meet platform. The meeting decided to conduct regular online classes through google meet. Students would be provided with a personal mail ID under gasc.ac.in. Meeting also discussed conducting the model examination through the online platform.

Council meeting held on July 7 th 2020 decided to allow students to pay fees online by Google pay. Each teacher was asked to open a Google classroom account for providing notes and assignments.

Council members:

| | |
|--------------------------|--|
| Principal |  |
| CEO & Director |  |
| Vice Principal |  |
| IQAC Coordinator |  |
| College Coordinator |  |
| Paramarsh Coordinator |  |
| Office Superintendent |  |
| HOD Physics department |  |
| HOD Chemistry department |  |



O.Mathil, Payyanur , Kannur Dist-670307, Tel : 04985 281500

Email : gurudevcollege@gmail.com / info@gasc.ac.in,www.gasc.ac.in



GURUDEV ARTS & SCIENCE COLLEGE

(Affiliated to KANNUR UNIVERSITY)

Managed by the Catholic Diocese of Bathery

| | |
|------------------------------|-----------------|
| HOD Microbiology department | |
| HOD English department | |
| HOD Biochemistry department | |
| HOD BSW department | |
| HOD Psychology department | |
| HOD Management department | |
| HOD Commerce department | Shyma. V. C |
| HOD BCA department | |
| HOD Maths department | |
| HOD Malayalam department | Vinodkumar. P |
| HOD Hindi department | Beena. P. P |
| HOD Biotechnology department | |
| HOD Statistics department | SHARNA GOVINDAN |
| Librarian | |



PRINCIPAL
GURUDEV ARTS & SCIENCE COLLEGE
MATHIL, KANNUR DIST

P.O.Mathil, Payyanur , Kannur Dist-670307, Tel : 04985 281500
Email : gurudevcollege@gmail.com / info@gasc.ac.in, www.gasc.ac.in

