



E-Governance Report A.Y. 2022-23

As per the policy of Government of India, e-governance has been implemented by Gokhale Education Society's R. H. Sapat College of Engineering, Management Studies and Research in fully operational mode in various administrative and academic activities of the institution. The college provides individual email addresses with domain space for teachers and students. This act of e-Governance has facilitated the college in the process and maintenance of information in the areas of administration, finance and accounts, student admission and support, and examination, which accelerated the functioning and development of the institution in terms of speed, productivity and reliability. It has brought transparency and efficiency in the work culture as well as faster dissemination of information.

E-Governance in Administration:

- ERP based software eTimeTrack-lite is used for monitoring attendance of the employees, and operations are tracked through CCTV cameras.
- The whole college campus is Wi-Fi enabled with high speed bandwidth.
- The administrative office is fully digitised and equipped with computers, scanners, printers, internet facility and necessary softwares.
- SMS portal has been purchased for providing information to the students and staff members.
- Teaching and non-teaching staff has been provided the laptop and desktop facility as and when required for online teaching and other official work.
- A well-equipped and user-friendly Enterprise Resource Planning (ERP) solution has been established by college to manage student's attendance and internal assessment.
- Classrooms, labs, committee rooms and seminar hall are made ICT enabled by installation of projectors, screens and internet.
- Installation of CCTV cameras at strategic locations ensures the campus-wide surveillance.
- All the official information and notices are made available through the college website, e-mail, telegram channels, WhatsApp groups and social media platforms.
- Amidst the Covid crisis and lockdown announcement in March 2020, all the faculty members, staff and students of college were trained for the shift in teaching- learning process. They were acquainted with the use of various applications in G- Suite like Google classroom, Google Meet, Google Hangouts, Microsoft Teams and
- Zoom. And the recorded sessions of the same were made available on the official YouTube channel of the college to address a larger audience.
- An in-house open source learning management system (LMS) was developed where the faculty members were trained for the use of various ICT tools for the teaching- learning process.
- The college has adopted Google meet platform for holding online classes, talks, discussions, guest lectures, webinars and evaluation process.

E-Governance in Finance and Accounts:

In accordance with the e-Governance concept, the college maintains transparency and financial accountability in all areas of finance. Finance and accounts section uses Tally.ERP 9 software and excel for carrying out various accounting activities. However, a software eduser is used for the calculation of the income tax. The use of digital signatures has fastened for the different process. Customized online portal services are offered by the college administration for the payment of annual fee in collaboration with online gateway of the Bank.



E-Governance in Student Admission and Support:

- The Admission process is centrally controlled by the Admission Regulating Authority (DTE), Maharashtra State, and during admission process, student data is collected through ERP software. However, library facility uses SOUL 2.0 Integrated Library Management System software for convenience.
- College library is equipped with 31 PCs to access the E-resources.
- Library has availability of 2 PCs dedicated for Online Public Access Catalogue (OPAC) and functions on SOUL 3.0.
- College has 18 computer labs which are fully equipped with modern infrastructure and technology. All the computers, there, have internet facility with the internet bandwidth of upto 100 Mbps.
- Resolutions of student grievances related to admission process have been sorted through the dedicated email ID.
- An online portal has been customized for the students for the payment of annual fee.
- A customized portal is used for assessment of monthly student's attendance.
- At the time of COVID and afterwards students are provided with the links for e-content from college and also provided links to library e- resources for remote access. The College library has its links on index page on SOUL for all the e-resources.

E-Governance in Examination: SPPU(Pune University) schedules all examinations in each semester for FE to BE students, which are conducted at the institute. Also, university schedules practical/oral examinations for SE to TE students of all branches and conducted at institute by external examiner appointed by SPPU BOS.

- A user-friendly portal for students is being used for the payment of examination fee and filling of examination application form.
- Through the university portal the students are able to generate and download of their respective admit cards easily.
- Examination related grievances were resolved through a dedicated email ID.
- All the assessment marks are uploaded on the WhatsApp Groups that is accessible to the students through their groups.
- Online examinations were conducted and online submission and assessment of assignments made the process easier both for the students as well as faculty members at the time of pandemic.




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