Shri Gajanan Shikshan Sanstha's

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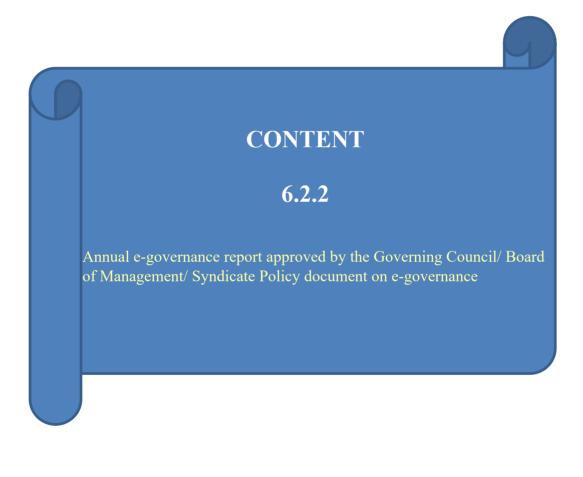**INDIA**

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6.2: Strategy Development and Deployment

6.2.2: Institution implements e-governance in its operation

CONTENT

6.2.2

Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance

PRINCIPAL
Shri Sant Gajanan Maharaj
College of Engineering,Shegaon.

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Annual e-Governance Report 2018-19

The college management embarked on a journey to enhance academic administration by implementing an Academic ERP software. The decision to opt for in-house development stemmed from a strategic approach aimed at involving college students in software development, thereby providing them with invaluable hands-on training and experiential learning opportunities.

Implementation Overview:
During the initial phase, key modules for registration, daily attendance, and uploading class test marks were successfully implemented. Subsequent to this phase, continuous developments have been undertaken to ensure that the software remains aligned with evolving academic requirements and technological advancements.

Automated Academic Audit Report:
One of the notable achievements of the Academic ERP implementation is the automated generation of the Academic Audit report. This report, generated based on filled information and predefined formulas, is now readily available with just a single click. This functionality streamlines the process of academic auditing, contributing to enhanced efficiency and accuracy in academic administration.

Enhanced Accessibility for Students:
To further facilitate academic processes, the functionality for students' daily attendance and uploading of class test marks has been made accessible for first-year students. This enhancement aims to empower students by providing them with greater control over their academic records and engagement with the academic system.

Conclusion:
The implementation of the Academic ERP software has marked a significant milestone in the college's journey towards digital transformation and enhanced academic administration. Through continuous development and innovation, institute remain committed to leveraging technology to streamline processes, enhance transparency, and improve the overall academic experience for students and faculty alike.

Dr S.B.Somani
(Principal)

Annual e-Governance Report 2019-20

Introduction:
During the academic year 2019-20, institution made significant strides in enhancing administrative efficiency through the adoption of various automation tools. These initiatives aimed to streamline administrative processes, reduce manual tasks, and improve overall operational effectiveness.

Key Achievements:
The implementation of automation tools resulted in the successful streamlining of several administrative tasks. The following tasks were automated, leading to notable improvements in operational efficiency:
List of Students
Student Details
Student Admission Confirmation
Branch Change
Class Transfer
Mark Distribution Certificate (DC)
Mark Left
Printing of Student ID Cards
Fees Status Tracking
Online Application Processing
Generation of Outstanding Reports

Impact:
The adoption of automation tools brought about several benefits, including:
Reduction in manual workload for administrative staff
Accelerated processing times for various administrative tasks
Enhanced accuracy and consistency in data management
Improved transparency and accessibility of administrative information
Streamlined communication between different departments and stakeholders

Future Directions:
As we look ahead, the institution remains committed to leveraging technology to further enhance e-governance practices. Institute aim to continue exploring innovative solutions to optimize administrative processes, empower stakeholders, and foster a culture of efficiency and transparency.

Conclusion:
The implementation of automation tools during the academic year 2019-20 represents a significant milestone in our institution's e-governance journey. By embracing digital transformation, administrative operations were streamlined but also paved the way for continued progress and innovation in the years to come.

Dr S.B.Somani
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Annual E-Governance Report: Academic Year 2020-21

Introduction:
The academic year 2020-21 posed unprecedented challenges due to the COVID-19 pandemic, necessitating a swift transition to online education for all academic activities. Despite these challenges, institution successfully adapted to the new normal by leveraging technology to ensure the continuity of education.

Key Initiatives:
To facilitate online learning activities, our institution embraced various Microsoft tools, which proved instrumental in enabling seamless remote education.
The following tools were incorporated into our e-governance framework during this period:

Microsoft Teams: Utilized for virtual classroom sessions, fostering collaboration, and facilitating communication among students and faculty in real-time.
Microsoft OneNote: Served as a platform for organizing course materials, notes, and assignments in a digital format, accessible to all students from any location.
Microsoft Forms: Deployed for conducting online quizzes, surveys, and assessments securely and efficiently. Additionally, this tool was utilized for conducting University examinations, ensuring academic integrity in a remote setting.
Microsoft SharePoint: Leveraged for document sharing, version control, and collaborative project work among students and faculty members, enhancing productivity and collaboration in virtual environments.
Microsoft Outlook: Used for efficient email communication, scheduling online meetings, and managing academic calendars, facilitating seamless coordination among stakeholders.
Impact and Benefits:
The integration of these Microsoft tools played a pivotal role in mitigating the challenges posed by the pandemic and ensuring uninterrupted education delivery.

Key benefits include:
Seamless transition to online education, enabling students to continue their learning journey without disruptions.
Enhanced collaboration and communication among students and faculty members, fostering a conducive virtual learning environment.
Improved accessibility to educational resources and course materials, facilitating flexible and self-paced learning experiences.
Streamlined assessment processes, ensuring the integrity and efficiency of online examinations and evaluations.
Future Directions:
Moving forward, institute will continue to explore innovative solutions and best practices to optimize online education delivery, promote student engagement, and uphold academic excellence.
Conclusion:
The academic year 2020-21 showcased our institution's resilience and adaptability in the face of adversity. Through the effective utilization of Microsoft tools and e-governance initiatives, we successfully ensured the continuity of education and maintained our commitment to delivering quality learning experiences to our students.

Dr S.B.Somani
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Annual Report on E-Governance: Academic Year 2021-22

Introduction:
The academic year 2021-22 continued to be shaped by the lingering effects of the COVID-19 pandemic, necessitating a hybrid approach to education that combined online and offline methods. Leveraging technology and e-governance initiatives, institution successfully adapted to the evolving circumstances to ensure the continuity and quality of education.

Continuity of Tools:
Building upon the successful implementation of digital tools in the previous academic year (2020-21), institution continued to utilize familiar platforms to maintain continuity and foster familiarity among students and faculty. These tools, including Microsoft Teams, OneNote, Forms, SharePoint, and Outlook, remained integral to facilitating online education and administrative processes.

Introduction of New Tools:
To further enhance the smooth conduct of academic activities and complement existing platforms, several new tools were introduced during the academic year 2021-22. These tools facilitated a seamless transition between online and offline modes and enriched the learning experience for students and faculty alike.

The new tools introduced include:
Zoom/Google Meet: Utilized for virtual classroom sessions and online meetings with students and faculty, enabling real-time interaction and collaboration.
Learning Management System (LMS) Platforms: Platforms such as Moodle and Microsoft Whiteboard were introduced for centralized course management, content delivery, and assessment, providing a structured framework for online learning.
Collaboration Platforms: Microsoft Teams was utilized for enhanced communication, teamwork, and project management among students and faculty, fostering collaboration and engagement in virtual environments.
Virtual Lab Environments: Introduced for conducting practical sessions and experiments remotely, virtual lab environments provided students with hands-on learning experiences despite physical limitations.
Impact and Benefits:
The integration of these additional tools significantly contributed to maintaining the quality of education and ensuring a seamless learning experience for students during these challenging times.

Key benefits include:
Enhanced flexibility and accessibility in education delivery, catering to diverse learning needs and preferences.
Improved collaboration and engagement among students and faculty, fostering a sense of community and belonging in virtual learning environments.
Enriched learning experiences through hands-on practical sessions conducted in virtual lab environments, promoting active learning and experimentation.
Streamlined administrative processes and communication channels, facilitating efficient coordination and decision-making in a hybrid education model.

Future Directions:
As we continue to navigate the complexities of the digital age and adapt to changing educational paradigms, our institution remains committed to leveraging technology and e-governance initiatives to drive innovation and excellence in education delivery. Moving forward, we will explore further opportunities to enhance the

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integration of digital tools and optimize e-governance practices to meet the evolving needs of academic community.

Conclusion:

The academic year 2021-22 underscored our institution's resilience and commitment to delivering quality education in the face of adversity. Through the effective utilization of digital tools and e-governance initiatives, we successfully navigated the challenges posed by the pandemic and upheld our mission of providing accessible, inclusive, and high-quality education to our students.

Dr S.B.Somani
(Principal)

Annual Report on E-Governance: Academic Year 2022-23

Introduction:
Institute embarked on a transformative journey by implementing SAP for college management. This robust tool has revolutionized administrative processes, enabling efficient management across diverse areas such as student fees, hostel fees, and procurement cycles. The adoption of SAP has significantly enhanced financial management and transparency within the institution.

Implementation of SAP:
The implementation of SAP marked a significant milestone in our e-governance initiatives. This comprehensive tool serves as the backbone of our college management system, facilitating streamlined operations and data-driven decision-making. Through SAP, we have achieved seamless integration of various administrative functions, resulting in improved efficiency and effectiveness in managing financial processes.

Enhanced Fee Management:
One of the key benefits of SAP implementation is the enhanced management of student fees. Through the Student Information System (SIS) software, students can conveniently access their fee payment status, including paid and outstanding fees. This self-service feature empowers students and promotes transparency in fee transactions. Additionally, the Admin/Accounts department benefits from streamlined operations by accessing consolidated reports on outstanding fees instantly with a single click. This real-time access to financial data enhances decision-making and ensures timely follow-up on outstanding payments.

Financial Transparency and Accountability:
The implementation of SAP has not only improved fee management efficiency but also enhanced overall financial transparency and accountability across the institution. By centralizing financial data and automating processes, SAP has minimized the risk of errors and discrepancies, ensuring accuracy and reliability in financial reporting. This increased transparency fosters trust among stakeholders and reinforces our commitment to sound financial stewardship.

Conclusion:
The implementation of SAP for college management has been a game-changer for our institution. Through this transformative initiative, we have achieved greater efficiency, transparency, and accountability in financial management.

Dr S.B.Somani
(Principal)

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